

7. POSITION TITLE: CLINICAL DIETETIC TECHNICIAN – LONG-TERM CARE
DEPARTMENT/SECTION:
REPORTS TO:
DATE PREPARED:

POSITION SUMMARY

The Clinical Dietetic Technician – Long-Term Care provides food and nutrition services to residents under the supervision of the Registered Dietitian Nutritionist (RDN). Primary responsibilities include nutrition screening, participation in the Nutrition Care Process (NCP) as determined by the RDN for nutrition assessment, developing and implementing nutrition intervention/plan of care such as documenting medical, food and nutrition-related data, providing individualized or group nutrition education, monitoring meal, snacks and/or medical food intake to contribute to evaluating the residents' progress and revisions of plan of care, if indicated; participating in interprofessional team care plan meetings with or representing the RDN; completing assigned Minimum Data Set (MDS) and Resident Assessment Progress (RAP) summary; monitoring the quality and accuracy of food served to residents; participating in quality assurance and performance improvement (QAPI) activities as assigned, and maintaining professional competency and skills required for professional practice. The Dietetic Technician maintains productivity standards and practices effective time management prioritizing tasks, and uses department resources prudently.

PRIMARY RESPONSIBILITIES

Resident Care

Nutrition Assessment – the Registered Dietitian Nutritionist (RDN) solicits input as the dietetic technician:

- Completes and documents nutrition screening of resident on admission according to facility/state/accreditation requirements.
- Using medical record and interview with resident/family collects food and nutrition intake information (e.g., current and previous diets, nutrition support, meal and snack patterns, medical food/nutritional supplements, typical foods and beverages, cultural and religious preferences, and food allergies and intolerances), and reviews for factors that affect health conditions and nutritional risk.
- Obtains medical, anthropometric, biochemical, and medical test data and compares to standards provided by the RDN.
- Documents nutrition-related data, resident/family interactions in medical record or electronic medical record, and dining service resident profile documentation system according to procedure.
- Communicates results of nutrition screening, diet order, and data collection for nutrition assessment to RDN; and meal service-related data of immediate concern to dining service director.

- Communicates with nursing, social work, speech pathologist, or other staff as needed to obtain or clarify information to inform nutrition assessment and care plan to report to RDN.

Nutrition Intervention/Plan of Care

- Communicates with RDN about discussions with resident/family and observed changes in resident's status that may influence the nutrition intervention/plan of care.
- Contributes to and implements nutrition intervention/plan of care developed by the RDN.
- Participates in interprofessional team care plan meetings with or representing the RDN to contribute food and nutrition related data for a resident's plan of care and transitions of care planning, when applicable.
- Reviews plan of care with resident/family, facility staff, addressing or referring any concerns to the RDN as need.
- Adjusts menus as needed to comply with diet order and resident preferences consistent with facility diet manual and RDN instructions.
- Provides nutrition education per plan of care to help residents voluntarily manage or modify food choices and eating behavior to maintain or improve health.
- Plans between-meal nourishments according to residents' diet and food preferences.
- Documents nutrition interventions provided, resident/family comprehension and receptiveness of the nutrition plan of care, and other monitoring data.
- Identifies resources and/or referrals needed to report to RDN.

Nutrition Monitoring and Evaluation – the RDN solicits input as the dietetic technician:

- Utilizes techniques that consider the varied needs of age-specific populations as well as cultural, religious, and ethnic concerns.
- Evaluates food and intake from all sources.
- Monitors progress by checking resident and family understanding of learned skill and follow through with plan.
- Monitors whether the intervention(s) is being implemented as prescribed, identifying data and information impacting effectiveness of plan of care.
- Compares current data findings with previous status, intervention goals, and/or reference standards for evaluation of outcomes.
- Documents progress toward nutrition goals, factors/barriers impacting progress, change in resident's/family's level of understand and food-related behaviors, and relevant biochemical, anthropometric, meal intake data.
- Communicates with RDN regarding monitoring and evaluation activities, and with the RDN, modifies the plan of care as needed.

Communications

- Works cooperatively with dining service director and staff to ensure conformance with diet order, resident preferences and other applicable components of the nutrition prescription.
- Participates in supervised practice experiences for nutrition and dietetics students/interns, other disciplines when requested, and helps orient new dining service and facility employees.
- Provides in-services for dining service or facility staff as assigned.

Meal Service

- Observes and interacts with residents during meal service to monitor meal intake, satisfaction with meals, food quality, and service delivery.
- Monitors and verifies changes in diet orders.
- Coordinates and conducts periodic meal tray assessments (dining room or in room) according to quality standards and diet prescription.

Compliance

- Demonstrates accountability for the proper use of residents' protected health information following the regulatory requirements of the Health Insurance Portability and Accountability Act (HIPAA) of 1996.
- Assists in achieving compliance with the Joint Commission, Healthcare Facilities Accreditation Program (HFAP), or other accrediting agency standards to continuously improve the safety and quality of care to the public and to the organization's performance improvement.
- Complies with federal requirements set forth under the Centers for Medicare and Medicaid Services (CMS) Conditions of Participation (COP) for Long-Term Care Facilities (Appendix PP) in order for facility to receive Medicare/Medicaid payment. Ensures state regulations, and local certifications for health, safety, and quality standards are met.

Community Outreach

- Participates in community projects as assigned.

Business Functions

- Maintains productivity standards and practices effective time management and prioritizing of tasks.
- Uses department resources prudently.

Performance Improvement

- Participates in facility's quality assurance and performance improvement (QAPI) activities contributing nutrition-related data as assigned.

- As directed by the RDNs, collects specific information to track process, outcome, and structure measures using quantifiable indicators to identify actual results of a program, service, or activity.
- Participates in planning and developing nutrition-related policies, procedures, and goals.
- Assists RDN in developing and revising resident education materials, resident forms, and protocols.
- Supports and promotes the organization's infection control, safety, risk management, and resident/customer/guest relation programs.

Professional Development

- Maintains status as a Nutrition and Dietetics Technician, Registered (NDTR) by the Commission on Dietetic Registration (CDR) via professional workshops, conferences and continuing education credits. Advances knowledge of therapeutic nutrition, nutrition education and other topics within the field as needed while staying abreast of current technology, to include: Microsoft Word, Excel, E-mail and emerging products.
- Applies the Revised 2017 Scope of Practice for the NDTR, Revised 2017 Standards of Practice (SOP) in Nutrition Care and Standards of Professional Performance (SOPP) for NDTRs to evaluate competence, identify areas for continuing education, and advance practice; and Standards of Excellence in Nutrition and Dietetics for Organizations Metric Tool to measure and evaluate an organization's programs, services, and initiatives.
- Develops and implements an individualized professional development portfolio plan for professional growth and development including participation in professional organizations and activities, workshops, seminars, and staff development programs.
- Participates in dining service and facility interprofessional meetings, task forces, and projects.
- Performs other duties as required.

KNOWLEDGE AND SKILLS REQUIREMENTS

Education/Experience

Associate or Bachelor's degree in nutrition, foodservice systems management, or related area, granted by an accredited college or university. Completion of a dietetic technician program, or completion of required nutrition and dietetics coursework through a Didactic Program in Dietetics accredited by the Accreditation Council for Education in Nutrition and Dietetics (ACEND) of the Academy of Nutrition and Dietetics to qualify for credentialing.

Experience as a dietetic technician in a long-term care facility or acute hospital food and nutrition services preferred.

Certification/License

Nutrition and Dietetics Technician, Registered (NDTR) by the Commission on Dietetic Registration (CDR).