



ROLE DESCRIPTION

Role Title:	AHP2 Clinical Dietitian- Rehabilitation		
Classification Code:	AHP2	Position Number	M41985
LHN/ HN/ SAAS/ DHA:	Central Adelaide Local Health Network (LHN)		
Site/Directorate	Hampstead Rehabilitation Centre/ The Queen Elizabeth Hospital		
Division:	Allied Health		
Department/Section / Unit/ Ward:	Nutrition and Dietetics		
Role reports to:	Director Nutrition and Dietetics		
Role Created/ Reviewed Date:	April 2024		
Criminal History Clearance Requirements:	<input type="checkbox"/> Aged (NPC) <input type="checkbox"/> Working With Children’s Check (WWCC) (DHS) <input type="checkbox"/> Vulnerable (NPC) <input checked="" type="checkbox"/> General Probity (NPC)		
Immunisation Risk Category:	<input checked="" type="checkbox"/> Category A (direct contact with blood or body substances) <input type="checkbox"/> Category B (indirect contact with blood or body substances) <input type="checkbox"/> Category C (<i>minimal patient contact</i>)		

ROLE CONTEXT

Primary Objective(s) of role:
<p>The Clinical Dietitian role assists with the delivery of a high quality rehabilitation service, supporting the co-ordination and provision of dietetic services within the Central Adelaide Rehabilitation Services (CARS).</p> <p>The role has clinical, quality, education and research responsibilities. The Clinical Dietitian participates as a member of the team within rehabilitation ensuring optimal nutrition care and outcomes. The Dietitian also provides specialist services to rehabilitation inpatients to facilitate rehabilitation and discharge.</p> <p>The Clinical Dietitian works in collaboration with other members of the interdisciplinary team, to effectively plan and deliver therapeutic interventions based on patients rehabilitation goals. This involves consultation and liaison with the team, other professional disciplines and non-government organisations, the patient their carers and family.</p>
Direct Reports:
Nil
Key Relationships/ Interactions:
<u>Internal</u> <ul style="list-style-type: none"> Accountable to the Manager, Nutrition and Dietetics-rehabilitation for overall service

- provision issues and discipline specific duties
- Responsible for the effective co-ordination and management of Dietetic services provided to rehabilitation patients
- Maintains a close working relationship with other members of the CALHN Rehabilitation Services
- Maintains a collaborative working relationship with other relevant members of the health care team including medical consultants, general practitioners and relevant community care providers

External

- Maintains a collaborative working relationship with general practitioners and relevant community care providers.

Challenges associated with Role:

Major challenges currently associated with the role include:

- Management of clients with complex health and psychosocial presentations
- Transition planning in complex clinical situations
- Working within a fast paced service and dynamic health environment within resource limitations
- Ability to adapt to change
- Working autonomously at times without direct professional supervision
- Managing workload with appropriate prioritisation
- May be required to be rostered on weekend “on call”
- May be required to work at other sites in the Central Local Adelaide Health Network
- Will be required to undergo a police check and screening
- Some out of hours work may be required

Delegations:

Nil

Special Conditions:

- It is mandatory that no person, whether or not currently working in SA Health, will be eligible for appointment to a position in SA Health unless they have obtained a satisfactory Background Screening and National Criminal History Clearance.
- *Prescribed Positions* under the *Children’s Protection Act (1993)* must obtain a satisfactory Criminal and Relevant History ‘child-related’ employment screening through the Screening and Licensing Unit, Department for Communities and Social Inclusion.
- Criminal and Relevant History Screening must be renewed every 3 years thereafter from date of issue for ‘Prescribed Positions’ under *the Children and Young People (Safety) Act 2017* or ‘Approved Aged Care Provider Positions’ as defined under the *Accountability Principles 2014* pursuant to the *Aged Care Act 2007 (Cth)*.
- Appointment is subject to immunisation risk category requirements. There may be ongoing immunisation requirements that must be met.
- Depending on work requirements the incumbent may be transferred to other locations across SA Health to perform work appropriate to classification, skills and capabilities either on a permanent or temporary basis subject to relevant provisions of the *Public Sector Act 2009* for Public Sector employees or the *SA Health (Health Care Act) Human Resources Manual* for Health Care Act employees.

- The incumbent may be required to participate in Counter Disaster activities including attendance, as required, at training programs and exercises to develop the necessary skills required to participate in responses in the event of a disaster and/or major incident.
- May be required to work over a 5 or 7 day roster. Acceptance of staff rotation is a condition of employment.
- Some out of hours work may be required.

General Requirements:

Managers and staff are required to work in accordance with the Code of Ethics for South Australian Public Sector, Directives, Determinations and Guidelines, and legislative requirements including but not limited to:

- *Work Health and Safety Act 2012 (SA) and when relevant WHS Defined Officers must meet due diligence requirements.*
- *Return to Work Act 2014 (SA), facilitating the recovery, maintenance or early return to work of employees with work related injury / illness.*
- *Meet immunisation requirements as outlined by the Immunisation Guidelines for Health Care Workers in South Australia Policy Directive.*
- *Equal Employment Opportunities (including prevention of bullying, harassment and intimidation).*
- *Children's Protection Act 1993 (Cth) – 'Notification of Abuse or Neglect'.*
- *Disability Discrimination.*
- *Independent Commissioner Against Corruption Act 2012 (SA).*
- *Information Privacy Principles Instruction.*
- *Code of Fair Information Practice.*
- *Relevant Awards, Enterprise Agreements, Public Sector Act 2009, Health Care Act 2008, and the SA Health (Health Care Act) Human Resources Manual.*
- *Relevant Australian Standards.*
- *Duty to maintain confidentiality.*
- *Smoke Free Workplace.*
- *To value and respect the needs and contributions of SA Health Aboriginal staff and clients, and commit to the development of Aboriginal cultural competence across all SA Health practice and service delivery.*
- *Applying the principles of the South Australian Government's Risk Management Policy to work as appropriate.*

The SA Health workforce contributes to the safety and quality of patient care by adhering to the South Australian Charter of Health Care Rights, understanding the intent of the National Safety and Quality Health Service Standards and participating in quality improvement activities as necessary.

Performance Development

The incumbent will be required to participate in the organisation's Performance Review & Development Program which will include a regular review of the incumbent's performance against the responsibilities and key result areas associated with their position and a requirement to demonstrate appropriate behaviours which reflect a commitment to SA Health values and strategic directions.

Handling of Official Information:

By virtue of their duties, SA Health employees frequently access, otherwise deal with, and/or are aware of, information that needs to be treated as confidential.

SA Health employees will not access or attempt to access official information, including confidential patient information other than in connection with the performance by them of their duties and/or as authorised.

SA Health employees will not misuse information gained in their official capacity.

SA Health employees will maintain the integrity and security of official or confidential information for which they are responsible. Employees will also ensure that the privacy of individuals is maintained and will only release or disclose information in accordance with relevant legislation, industrial instruments, policy, or lawful and reasonable direction.

White Ribbon:

SA Health has a position of zero tolerance towards men's violence against women in the workplace and the broader community. In accordance with this, the incumbent must at all times act in a manner that is non-threatening, courteous, and respectful and will comply with any instructions, policies, procedures or guidelines issued by SA Health regarding acceptable workplace behaviour.

Cultural Commitment:

CALHN welcomes and respects Aboriginal and Torres Strait Islander people and values the expertise, cultural knowledge and life experiences they bring to the workplace. In acknowledgement of this, CALHN is committed to increasing the Aboriginal and Torres Strait Islander Workforce.

Resilience:

SA Health employees persevere to achieve goals, stay calm under pressure and are open to feedback.

Key Result Area and Responsibilities

Key Result Areas	Major Responsibilities
Provide specialised clinical services to a complex client group to maximise rehabilitation	<ul style="list-style-type: none"> • Undertaking a clinical workload, providing a complete dietetic and nutrition service to patient, either as a primary therapist or as a consultant to other members of the rehabilitation team. • Providing complex evidence based interventions to patients, in conjunction with their families and significant others. • Ensuring the effective dietetic management of rehabilitation patients by reviewing and incorporating relevant evidence and/or accepted best practice into the service • Undertaking quality activities and acting upon the results. • Providing expert consultation on the dietary and nutrition requirements associated with rehabilitation matters to hospital units, university departments, community agencies and health professionals throughout Australia. • Contributing to multi-disciplinary team management of ambulatory care, including internal team discussion and liaising/consulting with external agencies as required.
Participate in the overall effective and efficient management of the Nutrition and Dietetics rehabilitation service by	<ul style="list-style-type: none"> • Managing the clinical components of the dietitian service, using advanced self-organisation, communication and teamwork skills. • Contributing to the planning, development and implementation of rehabilitation policies and procedures, informing the Manager of issues requiring attention, and developments in relevant clinical fields. • Evaluating new products and consumables and advising on their use. • Undertaking specific project work on issues relevant to the service • Contributing to planning and other activities, including meetings as required.
Contribute to the quality of service provided by the nutrition and Dietetic team by:	<ul style="list-style-type: none"> • Participating in the co-ordination and delivery of the continuing education program of the multidisciplinary team • Conducting research, either as an individual or as part of the team into relevant areas of nutrition and dietetics and promulgating the results. • Providing educational and information sessions about rehabilitation to other Dietitians, students and other individuals/agencies • Supporting members of the rehabilitation team in research and evaluation activities • Contribute to the CALHN nutrition and Dietetics education program
Contribute to the provision of a safe, healthy and equitable work environment by:	<ul style="list-style-type: none"> • Reporting all staff accidents, incidents and near misses • Complying with reasonable instructions or procedures aimed at protecting the health and safety of themselves and others • Carrying out responsibilities as details in work health and safety and injury management policies and procedures • Maintaining knowledge of and adhering to the principles and standards of equal employment opportunity legislation which ensures all employees in the workplace are treated in a fair and equitable manner, free from discrimination, bullying and

	harassment
Contribute to the safeguard of confidential information and intellectual property of the Health Service by:	<ul style="list-style-type: none"> • Adhering to the Hospitals/ Health Services and Department of Health's policy on confidentiality of clients information • Adhering to the Hospitals policy on information technology security • Adhering to the Hospitals policy on intellectual property

Knowledge, Skills and Experience

ESSENTIAL MINIMUM REQUIREMENTS

Educational/Vocational Qualifications

- Qualified Dietitian with eligibility for full membership of the Dietitians Association of Australia (DAA).
- University degree in Nutrition and Dietetics from a recognised institution

Personal Abilities/Aptitudes/Skills:

- Ability to implement client centred and evidence based practice in complex clinical situations
- Excellent written and verbal communication skills with the ability to provide timely, accurate, legible and complete clinical records and workload data
- Ability to implement organisational skills including the ability to set priorities for self and others, organise activities, delegate appropriately
- Initiative to improve personal and professional skills by seeking and acting on consultative feedback
- Interpersonal, negotiating, counselling and problem solving skills with the ability to work effectively in a variety of teams and ability to interact with clients, family and carers.

Experience

- Experience in the assessment and provision of high quality team based rehabilitation to adult clients with a variety of neurological, orthopaedic or other complex health conditions.
- Experience in a working in a multidisciplinary or interdisciplinary team.
- Experience in supervision of students and/or assistants
- Experience in planning, implementing and evaluating service improvements, quality activities or research
- Experience in managing complex clinical situations with reduced professional supervision.
- Proven experience in basic computing skills, including email and work processing to facilitate effective use of Electronic Patient Administrative System (EPAS/ Sunrise EMR)

Knowledge

- Evidence based knowledge of best practice in management of clients relevant to Rehabilitation
- Knowledge of rehabilitation principles and service delivery
- The incumbent must be familiar with and adhere to relevant state government legislation such as Equal Opportunity Act 1984, Occupational Health Safety and Welfare Act 1986, and Workers Rehabilitation and Compensation Act 1986
- Understanding of Quality Management principles and procedures
- Awareness of National Safety and Quality Health Care Standards.

DESIRABLE CHARACTERISTICS

Educational/Vocational Qualifications

- Training or postgraduate qualifications in relevant clinical area

Personal Abilities/Aptitudes/Skills:

- Demonstrated interest in developing leadership and management skills especially in regard to implementing quality activities and contributing to service development and research.

Experience

- Experience in nutrition and dietetic teaching

Knowledge

- Awareness of the Charter of Health and Community Services rights
- Knowledge of technology to provide innovative and evidence based rehabilitation

Organisational Context

Organisational Overview:

Our mission at SA Health is to lead and deliver a comprehensive and sustainable health system that aims to ensure healthier, longer and better lives for all South Australians. We will achieve our objectives by strengthening primary health care, enhancing hospital care, reforming mental health care and improving the health of Aboriginal people.

SA Health is committed to a health system that produces positive health outcomes by focusing on health promotion, illness prevention and early intervention. We will work with other government agencies and the community to address the environmental, socioeconomic, biological and behavioural determinants of health, and to achieve equitable health outcomes for all South Australians

Our Legal Entities:

SA Health is the brand name for the health portfolio of services and agencies responsible to the Minister for Health and Wellbeing. The Department for Health and Wellbeing is an administrative unit under the Public Sector Act 2009.

The legal entities include but are not limited to Central Adelaide Local Health Network Inc., Northern Adelaide Local Health Network Inc., Southern Adelaide Local Health Network Inc., Women's and Children's Health Network Inc., Country Health SA Local Health Network Inc. and SA Ambulance Service Inc.

SA Health Challenges:

The health system is facing the challenges of an ageing population, increased incidence of chronic disease, workforce shortages, and ageing infrastructure. The SA Health Care Plan has been developed to meet these challenges and ensure South Australian's have access to the best available health care in hospitals, health care centres and through GPs and other providers.

Central Adelaide Local Health Network:

CALHN is one of five Local Health Networks (LHNs) in South Australia established in July 2011. CALHN is responsible for the following health services:

- Royal Adelaide Hospital (RAH)
- The Queen Elizabeth Hospital (TQEH)
- Hampstead Rehabilitation Centre (HRC)
- St Margaret's Rehabilitation Hospital (SMRH)
- Glenside Health Service (GHS) Psychiatric Intensive Care Unit; Inpatient Rehabilitation Services and Acute beds only
- Adelaide Dental Hospital (ADH).

CALHN also has governance over numerous community mental health and primary health services including Prison Health Service, SA Dental Service and DonatLife SA. Of note also is governance of the Statewide Clinical Support Services (SCSS) including Imaging, Pathology and Pharmacy, responsibility of which has vacillated between CALHN and DHW over the past few years.

CALHN is one of three metropolitan LHNs and its core population is approximately 390,000 people. CALHN also provides services to patients from other SA networks, rural and remote areas, the Northern Territory, NSW (Broken Hill) and western parts of Victoria. These services usually relate to complex services such as head and neck cancer, radiation therapy, cardiac surgery, spinal surgery or rehabilitation.

CALHN's purpose is to deliver quality and sustainable healthcare. While the delivery of high quality patient care is our number one priority, we face a significant challenge in achieving financial sustainability. A quality-assured financial recovery plan has been developed to meet these challenges. Through effective leadership and change management, the plan which is applicable to all Directorates and departments, will be implemented over the next three years.

Division/ Department: Nutrition & Dietetics:

The Department of Nutrition & Dietetics at the Royal Adelaide Hospital (RAH), the Queen Elizabeth Hospital, Hampstead Rehabilitation Centre and Glenside Health Service provides a range of dietetic and nutrition support services for adults across the continuum of care. The department offers professional consultative inpatient and outpatient clinical services as well as nutritional advocacy, education to individual and groups, acts as a resource for community, rural and remote and generalist dietitians, and conducts quality improvement activities, and training to medical students, specialist nursing courses and dietetic students. It provides consultation regarding nutrition to professional groups both within and external to CALHN, including consultancy to clinical programs, medical and nursing staff, and food service.

Values

Central Adelaide Local Health Network Values

Our shared values confirm our common mission by promoting an organisational climate where the patient's needs are put first and where the teamwork and professionalism of our workforce help us to attract and retain the best staff. These values guide our decisions and actions.

Patient Centred:	Our patients are the reason we are here and we will provide the best service to our patients and customers
Team Work:	We value each other and work as a team to provide the best care for our patients
Respect:	We respect each other, our patients and their families by recognising different backgrounds and choices, and acknowledging that they have the right to our services
Professionalism:	We recognise that staff come from varied professional and work backgrounds and that our desire to care for patients unites our professional approach to practice

Code of Ethics

The *Code of Ethics for the South Australian Public Sector* provides an ethical framework for the public sector and applies to all public service employees:

- Democratic Values - Helping the government, under the law to serve the people of South Australia.
- Service, Respect and Courtesy - Serving the people of South Australia.
- Honesty and Integrity- Acting at all times in such a way as to uphold the public trust.
- Accountability- Holding ourselves accountable for everything we do.
- Professional Conduct Standards- Exhibiting the highest standards of professional conduct.

The Code recognises that some public sector employees are also bound by codes of conduct relevant to their profession.

Approvals

Role Description Approval

I acknowledge that the role I currently occupy has the delegated authority to authorise this document.

Name: _____ **Role Title:** _____

Signature: _____ **Date:** _____

Role Acceptance

Incumbent Acceptance

I have read and understand the responsibilities associated with role, the role and organisational context and the values of SA Health as described within this document.

Name: _____ **Signature:** _____ **Date:** _____

Version control and change history

Version	Date from	Date to	Amendment
V1	10/02/17	09/04/17	Original version.
V2	10/04/17	04/07/17	Safety & Quality statement in General Requirements.
V3	04/07/17	10/07/2018	Minor formatting with order of information amended.
V4	11/07/2018	06/01/2019	Updated legal entities for Minister and Department title on Page 7. Updated Immunisation Guidelines to Policy Directive under general requirements.
V5	07/01/2019		Statement regarding Financial recovery plan added to Organisational context for CALHN White Ribbon statement included Cultural Commitment statement included Child protection legislation " <i>Children and Young People (Safety) Act 2017</i> " updated under Special Conditions Link to HR Delegations and Financial Delegations included under Delegations Statement regarding South Australian Charter of Health Care Rights included under General Requirements Minor formatting with order of information amended.
V6	06/3/2019		Immunisation Risk Category checkbox has been included Statement regarding immunisation requirements has been included under Special conditions – " <i>Appointment is subject to immunisation risk category requirements. There may be ongoing immunisation requirements that must be met.</i> "