

<b>Position</b>	Dietitian AHP1
<b>Classification</b>	AHP1
<b>Division</b>	Rehabilitation, Aged and Palliative Care (RAP)
<b>Department / Section / Unit / Ward</b>	Nutrition and Dietetics
<b>Role reports to</b>	Operationally: > Director, Nutrition and Dietetics (Rehabilitation and Palliative Care Division), Manager Allied Health Inpatient Rehabilitation Services Professionally: > Director, Nutrition and Dietetics (Rehabilitation and Palliative Care Division)
<b>CHRIS 21 Position Number</b> M62510	<b>Role Created / Review Date</b> 30/01/2020
<b>Criminal History Clearance Requirements</b> <input type="checkbox"/> Aged (NPC) <input type="checkbox"/> Child - Prescribed (Working with Children Check) <input checked="" type="checkbox"/> Vulnerable (NPC) <input type="checkbox"/> General Probity (NPC)	<b>Immunisation Risk Category</b> Category B (indirect contact with blood or body substances)

## JOB SPECIFICATION

### Primary Objective(s) of role:

The Dietitian is accountable to the Director of Nutrition & Dietetics in the Rehabilitation and Palliative Care Division (Flinders Medical Centre) for developing and implementing a comprehensive clinical dietetic service for inpatients & outpatients of Rehabilitation and Palliative Care Division. The Dietitian will be required to show evidence based approach to practice and to supervise students on clinical placement and assist with research and special projects as a member of the Rehabilitation and Palliative Care Division Nutrition & Dietetic Department

### Direct Reports: (List positions reporting directly to this position)

- > May supervise allied health assistants, and dietetics students in the provision of clinical care to patients

### Key Relationships / Interactions:

#### Internal:

- > Director, Nutrition and Dietetics (Rehabilitation and Palliative Care Division)
- > Service Managers for Allied Health
- > Divisional Executive and Administration
- > Works collaboratively with the Rehabilitation and geriatric team and other teams within Div RAP

#### External:

- > Patients, families and carers
- > External agencies as required to meet the needs of the patient group.

### Challenges associated with Role:

Major challenges currently associated with the role include:

- > Working across multiple SA Health sites and administrative systems

**Delegations:** (As defined in SALHN instruments of delegations)

(Levels / limits of authority in relation to finance, human resources, Work Health and Safety and administrative requirements as defined by Departmental delegations and policies.)

Financial	N/A
Human Resources	N/A
Procurement	N/A

**Resilience**

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

**Performance Development**

It is your responsibility to actively participate in the Performance Review & Development Program which will include a six (6) monthly review of your performance against the responsibilities and key result areas associated with your position and a requirement to demonstrate appropriate behaviours which reflect a commitment to South Australian Public Sector and SALHN values and strategic directions.

**General Requirements**

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

- > National Safety and Quality Health Care Service Standards.
- > *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 in the Immunisation 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'.
- > *Public Interest Disclosure Act 2018*.
- > Disability Discrimination.
- > Information Privacy Principles.
- > 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.

**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.

## 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 *Child Safety (Prohibited Persons) Act 2016* and Child Safety (Prohibited Persons) Regulations 2019 must obtain a Working with Children Clearance through the Screening Unit, Department of Human Services.
- > Working with Children Clearance must be renewed every five (5) years.
- > 'Approved Aged Care Provider Positions' as defined under the Accountability Principles 1998 made in pursuant to the *Aged Care Act 2007* (Cth) must be renewed every 3 years.
- > Appointment and ongoing employment is subject to immunisation requirements as per Risk Category identified on page 1.
- > 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 2008* 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.
- > Must be prepared to attend relevant meetings and staff development / education activities as required.
- > Travel within the Southern Adelaide area will be required (hospitals, residential care and community).
- > Participation in weekend rosters may be required.
- > Some out of hours work may be required.

Key Result Areas	Major Responsibilities
Provide clinical Nutrition & Dietetics services to patients	<ul style="list-style-type: none"> <li>&gt; Commitment to delivering high quality and safe care consistent with the SALHN Integrated Governance Framework and Consumer Engagement Framework and Plan.</li> <li>&gt; Providing appropriate and effective assessment and treatment to patients referred.</li> <li>&gt; Undertaking an evidence based approach to Clinical Dietetics by reviewing the literature, utilising practice guidelines and evidenced based standards of care</li> <li>&gt; Managing a caseload according to priority and maintaining documentation and records in accordance with departmental guidelines</li> <li>&gt; Providing education and counselling to patient and care-givers</li> <li>&gt; Prescribing and arranging for the provision of appropriate nutrition</li> <li>&gt; Linking clients and carers with relevant community resources and services</li> <li>&gt; Gain and maintain experience across clinical areas by involvement in staff rotation</li> </ul>
Contribute to the effective management of interdisciplinary clinical teams	<ul style="list-style-type: none"> <li>&gt; Participate in provision of co-ordinated health care by liaising with medical, nursing and other professional staff regarding patient care in meetings, ward rounds, clinics and providing written reports or other communications</li> <li>&gt; Implementing interdisciplinary practice in teams</li> <li>&gt; Supporting other professional members of the team</li> <li>&gt; Participating in quality and service improvement activities within the team, looking to enhance the service provided to patients.</li> </ul>
Contribute to quality activities	<ul style="list-style-type: none"> <li>&gt; Contribute to quality assurance projects in the department as appropriate and with the support of supervisors</li> <li>&gt; Contributing to educational activities within the team and for staff from other disciplines</li> <li>&gt; Actively pursue self- appraisal and professional development opportunities &amp; disseminate information to the team as appropriate</li> <li>&gt; Liaising with Food Service to ensure high quality and cost-effective food and nutrition support for patients</li> <li>&gt; Maintaining and collating relevant work statistics for service provision</li> <li>&gt; Communicating regularly with management, regarding relevant issues to Nutrition &amp; Dietetics service provision</li> </ul>
Contribute to the development of high professional and clinical standards	<ul style="list-style-type: none"> <li>&gt; Contributing to the maintenance of high standards of service delivery by supervising students on clinical placement</li> <li>&gt; Providing support and supervision to Allied Health Assistants as required</li> <li>&gt; Contribute to the ongoing development and improvement of clinical practice through participating in relevant research activities as opportunity arises</li> </ul>
Contribution to effective operation of unit	<ul style="list-style-type: none"> <li>&gt; Contributing to the development of an integrated team approach and culture which is highly responsive to the needs of our consumers.</li> <li>&gt; Contributing to the promotion and implementation of the objects and principles of the Health Care Act 2008 and Public Sector Act 2009 (inclusive of the Code of Ethics for the South Australian Public Sector).</li> <li>&gt; Adhering to the provisions of relevant legislation including, but not limited to, the Equal Opportunity Act 1984, Work Health and Safety Act 2012 (SA) (WHS), Awards and Enterprise Agreements.</li> <li>&gt; Demonstrating appropriate behaviours which reflect a commitment to the Department of Health values and strategic directions.</li> </ul>

	> Undertaking training as required to attain and maintain required competency of skills and knowledge applicable to the role.
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## 1. ESSENTIAL MINIMUM REQUIREMENTS

### Educational/Vocational Qualifications

- > Appropriate degree or equivalent qualification which gives eligibility for full membership of the Dietitians Association of Australia (DAA)

### Personal Abilities/Aptitudes/Skills

- > Demonstrated ability to set priorities and manage one's time effectively
- > Demonstrated ability to work as a member of a multi-disciplinary team and maintain effective work relationships, with a receptiveness to change and an ability to motivate others
- > Demonstrated ability work with a wide range of patient conditions, including the implementation of dietary regimens & enteral feeds
- > Proven ability to supervise dietetic students on clinical placement
- > Demonstrate relevant personal qualities including well developed oral and written communication skills
- > An interest in undertaking quality improvement projects
- > Proven commitment to the principles and practise of:
  - EEO, Ethical Conduct, Diversity and Worker Health & Safety.
  - Quality management and the provision of person and family centred care.
  - Risk management.

### Experience

- > Current knowledge and experience in clinical nutritional management of adults & the elderly
- > Experience in the use of evidence-based approach in day to day practice
- > Experience in planning and implementing nutrition education programs for staff, patients and carers
- > Experience in interaction with large scale food service systems
- > Experience in clinical dietetic student supervision and provision of constructive feedback and assessment
- > Proven experience in delivering high quality and safe care consistent with the National Safety and Quality Health Care Service Standards. (Mandatory for all clinical positions.)

### Knowledge

- > Awareness of National Safety and Quality Health Service Standards.
- > Understanding of Delegated Safety Roles and Responsibilities.
- > Understanding of Work Health Safety principles and procedures.
- > Understanding of Quality Management principles and procedures.
- > Awareness of person and family centred care principles and consumer engagement principles and procedures.
- > Current nutrition and dietetic knowledge of evidence based practice
- > A sound theoretical knowledge of the process of ageing, and nutrition and dietetic problems in adults & the elderly.

## 2. DESIRABLE CHARACTERISTICS (to distinguish between applicants who meet all essential requirements)

### Personal Abilities/Aptitudes/Skills

- > Nil additional specified

### Experience

- > Proven experience in basic computing skills, including email and word processing.

### Knowledge

- > Awareness of the Charter of Health and Community Services rights.
- > Knowledge of a variety of rehabilitation, aged and palliative care service delivery models

**Educational/Vocational Qualifications**

- > Placement Educator Workshop

**Other Details**

- > Nil Specified



## 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.

## SA Health Challenges

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

## 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.

## Governing Boards

The State Government is reforming the governance of SA Health, including from 1 July 2019 the establishment of 10 Local Health Networks, each with its own Governing Board.

Statewide	> Women's and Children's Health Network
Metropolitan	> Central Adelaide Local Health Network > Southern Adelaide Local Health Network > Northern Adelaide Local Health Network
Regional	> Barossa Hills Fleurieu Local Health Network > Yorke and Northern Local Health Network > Flinders and Upper North Local Health Network > Riverland Mallee Coorong Local Health Network > Eyre and Far North Local Health Network > South East Local Health Network

## Southern Adelaide Local Health Network (SALHN)

SALHN provides care for more than 350,000 people living in the southern metropolitan area of Adelaide as well as providing a number of statewide services, and services to those in regional areas. More than 7,500 skilled staff provide high quality patient care, education, research and health promoting services.

SALHN provides a range of acute and sub-acute health services for people of all ages.

SALHN includes

- > [Flinders Medical Centre](#)
- > [Noarlunga Hospital](#)
- > [GP Plus Health Care Centres and Super Clinics](#)
- > [Mental Health Services](#)
- > Sub-acute services, including [Repat Health Precinct](#)
- > [Jamie Larcombe Centre](#)
- > [Aboriginal Family Clinics](#)

## OFFICIAL

**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; it sets out the **South Australian Public Sector Values** as:

- > **Service** – We proudly serve the community and Government of South Australia.
- > **Professionalism** – We strive for excellence.
- > **Trust** – We have confidence in the ability of others.
- > **Respect** – We value every individual.
- > **Collaboration & engagement** – We create solutions together.
- > **Honesty & integrity** – We act truthfully, consistently, and fairly.
- > **Courage & tenacity** – We never give up.
- > **Sustainability** – We work to get the best results for current and future generations of South Australians.

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

**Domestic and Family Violence**

The Southern Adelaide Local Health Network (SALHN) recognises the devastating impact domestic or family violence can have on the lives, of those who experience abuse and are committed to supporting employees who experience domestic or family violence by providing a workplace environment that provides flexibility and supports their safety.

Role Acceptance

I have read and understand the responsibilities associated with the AHP1 Dietitian in the Rehabilitation and Palliative Care Division and organisational context and the values of SA Health as described within this document.

Name

Signature

Date