

PACE of Southwest Michigan

Job Summary and Specifications

Job Title: Registered Dietician
Status: Non-Exempt
Type of Position: ___ Full Time X Part-Time ___ Temporary
Salary Range: TBD
Reports to: Center Manager

Job Summary: Responsible for providing nutrition care and education to PACE of Southwest Michigan participants. Works under the direct and indirect supervision of the Center Manager or designee but is independent in the application of advanced dietitian knowledge and skills. This includes evaluating the participant's nutritional status, develop and implement nutritional care plans, assess nutrient requirements, recommend nutritional prescriptions, evaluate participant tolerance and effectiveness of nutritional care, and communicate nutritional data and information to the physicians and other health professionals.

Specifications

Education: Bachelor's Degree from ADA accredited institution with a major in nutrition. Master's Degree plus approved work experience preferred.

Experience: 1-year experience working with the frail elderly population.

Number and Type of Employees Supervised (optional): None

Licensure, Registry or Certification Required: ADA registered. Certified Diabetes Educator (CDE) status preferred but not required. Valid Michigan driver's license, preferred.

Special Training: Only acts within the scope of his or her authority to practice. Meet a standardized set of orientation and/or individual competencies for the specific position description established by PACE of Southwest Michigan and approved by CMS before working independently.

Immunizations: Be medically cleared for communicable diseases and have all immunizations up-to-date before engaging in direct participant contact.

Specific Requirements and Considerations: May be subject to exposure and handling of infectious waste, diseases, conditions or hazardous chemicals, etc., including potential exposure to TB, AIDS, and/or Hepatitis B.

Ages of Patients Rendered Care:

Neonate/Infant Early Childhood Adolescent Adult Geriatric All Age Groups

Key Responsibilities: (*denotes an age related skill or task)

- Performs initial and periodic nutritional assessments and reassessments, identifies and develops specific plan of care as indicated by nutrition standards for PACE participants
- Provides nutrition education to participants/caregivers as ordered by physician and according to ADA standards
- Provides nutrition education to staff and the community.
- Works collaboratively with other team members implementing participant education.
- Coordination of 24-hour care delivery with Food Service Provider.
- Documents participant changes appropriately in the medical record and communicates participant changes to team members
- Assists in monitoring meals including intake, diet compliance, and tray accuracy. Calculates data obtained from food intake and calorie counts as appropriate and makes recommendations for changes to appropriate staff.

- Monitors sanitation of food preparation and kitchen area through planned and unannounced inspections of Food Service Provider. Oversees the PACE kitchen area to maintain sanitation and directs staff in the prevention of food borne illness policies.
- Monitors daily meal census and to ensure correct meal census is delivered daily by Food Service Provider. Monitors verification of daily meal service with participant's nutritional orders.
- Works in partnership with the registered dietician at the Food Service Provider to ensure that meals are nutritional appropriate for participants. Participates in policy development of the nutritional component of PACE of SW Michigan while maintaining partnership with Food Service Provider registered dietician.
- Demonstrates active participation in QA processes. Documents in the participant's medical record as required by policy.
- Participates as a member of the Interdisciplinary Team. Attends staff meetings and takes part in participant care planning.

Skills and Knowledge

- High level of autonomy is required for clinical and management decisions while reporting to Center Manager.
- Excellent attention to details.
- Excellent organizational skills.
- Excellent verbal and written communication skills.
- Ability to work a flexible work schedule.
- Knowledge of physical, mental and social needs of frail older adults.
- Effective skills in physical assessment and chronic disease management for frail older adults.
- Able to work within the Interdisciplinary Team (IDT) setting.

Physical Demands

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to talk and hear. The employee frequently is required to sit and use hands and fingers, handle or feel objects, tools or controls. The employee is occasionally required to stand and walk. The employee must be able to travel in all kinds of weather.

While performing the duties of this job, the employee is required to frequently move up to 50 pounds and perform physical demands expected while providing medical care for an elderly population. Specific vision abilities required by this job include close vision, distance vision and the ability to focus.

Every effort has been made to identify the essential functions of this position. However, this in no way states or implies that these are the only duties you will be required to perform. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or is an essential function of the position.