

 <p>STATE OF INDIANA CLASSIFICATION SPECIFICATION</p>	<b>Class Title:</b> Dietitian 4		<b>Class Code:</b> 001QG4
	<b>FLSA Status:</b> Exempt	<b>Salary Schedule:</b> RDS	<b>Effective Date:</b> 7-12-13
	<b>Summary:</b> In a state institution, the incumbent is responsible for menu planning, inspecting quality of food served, supervising kitchen and dining room operations and planning modified diets upon instruction of physicians. Work includes supervision and training of employees engaged in regular and modified diet preparation and service. Incumbent works under the direct supervision of the Dietitian 3 or Food Service Director.		

**Duties:**

- Plans regular and modified diet menus and instructs dietetic technicians, supervisors and others in the preparation of meals;
- Assesses quality, texture, quantity and nutritional value of food being served to meet specified patient needs;
- Assists in specifying and requisitioning food, materials, supplies and equipment;
- Assists in the supervision and maintenance of the sanitation program;
- Supervises the modified diet program including preparation, service, calculation and writing menus and diets;
- Confers with medical staff regarding diets and general food service;
- Performs nutritional analysis of menus to ensure conformance as required and inter-department dietary training;
- Compiles individual patient diet histories and food acceptance surveys;
- Makes recommendations to clinical staff regarding diets and modifications;
- Records diet histories and assessments, charts and progress notes;
- Trains and reviews work of food service staff in the preparation and service of meals;
- Performs related duties as required.

**Job Requirements:**

- Registered as a dietitian by the American Dietetic Association or possesses registration eligibility status;
- Specialized knowledge of the principles, techniques and terminology of modern dietetics and institutional management gained through experience and formal education typically after a baccalaureate degree;
- Working knowledge of modern methods, materials and equipment used in quantity food service and the care necessary to conserve all resources;
- Ability to plan menus and oversee personnel in modified and regular diet preparation and service;
- Ability to conduct food service and/or nutrition related training programs as needed;
- Ability to interact with treatment team, medical and administrative staff and patients.

**Difficulty of Work:**

Incumbent performs duties based on agency guidelines and under direct supervision of the senior dietitian or Food Service Director. Judgment is required in selecting the most appropriate guidelines and or in initiating alternative work methods to ensure patients food programs are met. The work is broad in scope and involves many variables in the application of dietetic and management principles.

**Responsibility:**

Incumbent contributes substantially to decision-making which affects the quality of food, economics of operation and total service to the patient. While not the final authority, incumbent must exercise judgment in applying alternatives and when to confer with supervisor on unusual problems.

**Personal Work Relationships:**

Works with patients, physicians and other medical staff, hospital department heads, commercial vendors, contracted workers and patient family members.

**Physical Effort:.**

Must be able to walk, sit or stand for extended periods of time.

**Working Conditions:**

Incumbent works in many areas of the hospital including the industrial kitchen setting, office environment and patient unit areas. The incumbent must be able to adjust to varying temperatures throughout the hospital and may interact with patients of unpredictable behavior at times.