

POSITION DESCRIPTION

Position:	Grade 1 Dietitian
Division:	Health Professionals
Unit:	Operations-Clinical
Enterprise Agreement	Victorian Public Health Sector (Medical Scientists, Pharmacists & Psychologists) Enterprise Agreement
Reports to:	Community Services Manager

MILDURA BASE PUBLIC HOSPITAL

Mildura Base Public Hospital (MBPH) was established as a new entity in September 2020. MBPH is a leading healthcare provider in the north west of Victoria, known for its high level of professionalism, quality care and community engagement.

MBPH provides a range of acute services in emergency, maternity, intensive care, rehabilitation, community services, psychiatric in and out patient care, palliative care, renal dialysis and chemotherapy service to the people of North West Victoria. The hospital also provides medical imaging and pathology services.

MBPH is proud to be affiliated with Monash and La Trobe Universities for the provision of undergraduate and postgraduate Medical, Nursing and Allied Health education. Affiliations also exist with other universities for clinical placement and training.




VISION





Your Hospital – We care.

MISSION

Improving the health and wellbeing of our community by providing quality health services, with care, compassion and skill.

VALUES

 Responsiveness	Responsiveness: Providing frank, timely advice to the Government; high quality services to the Victorian community; and by identifying and promoting best practice.
 Integrity	Integrity: Being honest, open and transparent; acting responsibly; reporting improper conduct; and striving to earn and sustain public trust of a high level.
 Impartiality	Impartiality: Making decisions and providing advice on merit and without bias, favouritism or self-interest; objectively considering all relevant facts and fair criteria.

 Accountability	<p>Accountability: Working to clear objectives in a transparent manner and accepting responsibility for decisions and actions.</p>
 Respect	<p>Respect: Treating others fairly and objectively; ensuring freedom from discrimination, harassment and bullying.</p>
 Leadership	<p>Leadership: Actively implementing, promoting and supporting these values. Leadership is about positive influence, inspiring and empowering others.</p>
 Human Rights	<p>Human Rights: Making decisions and providing advice consistent with human rights; and actively implementing, promoting and supporting human rights.</p>

POSITION SUMMARY

To provide an effective nutrition and dietetic service to patients of the Hospital.

KEY RESPONSIBILITIES AND DUTIES

- Provision of an effective nutrition and dietetic service to patients of the Hospital within the boundaries of legislation affecting dietetic practice, education, experience and clinical competence
- Provision of dietetic services within all ward areas of the Hospital, including all inpatient and day services with close liaison with the Food Services / Catering Department, and including outpatient services and group education programs
- Effective assistance and provision of support to the Allied Health Manager and relevant Manager in the effective delivery of dietetic services within the Hospital
- Ability to operate effectively whilst ensuring that individual, team and department goals, vision, mission and objectives for service delivery are met
- Provide excellent customer service
- Treat all customers with respect and equality whilst meeting all aspects of their care in a timely and professional manner
- Recognise and tolerate individual differences in others including gender, sexual preferences, age, disability and culture
- Ensures verbal, written and electronic customer and organisational information remains within professional, medico legal and ethical parameters.

GENERAL RESPONSIBILITIES

Employees are required to comply with the **Victorian Government's Code of Conduct**. All staff must ensure they comply with **policies, procedures** and standard ways of work practices when carrying out their work.

Employees are responsible to take reasonable care of their own **health and safety** and the safety of others, to cooperate with the group's OH&S policies and to participate in appropriate safety education and evaluation activities. All staff are expected to participate in reporting any health, safety and wellbeing issues. All staff must adhere to the policies and procedures as set out in the hospital's **infection control** manuals.

All information concerning Mildura Base Public Hospital, its patients, clients, residents and staff should remain strictly **confidential**. Any unauthorised disclosure of such information may result in disciplinary action. As a Mildura Base Public Hospital employee you have a responsibility to participate in and commit to ongoing **quality improvement** activities using the framework of the NSQHSS (National Safety and Quality Health Service Standards).

Any breach in compliance to any of the above general responsibilities may result in disciplinary action.

KEY SELECTION CRITERIA

Qualifications/ Key Selection Criteria

Essential:

- Bachelor of Nutrition and Dietetics or a Bachelor of Science and post-graduate Diploma in Nutrition and Dietetics, or equivalent
- Eligibility for membership of the Dietitian's Association of Australia, and for Accredited Practicing Dietitian status
- Demonstrated ability to plan and organise an effective Dietetics service
- Flexibility and adaptability within the work environment to allow strong performance both autonomously and within a multi-disciplinary team
- Demonstrated high levels of interpersonal and communication skills
- Demonstrated initiative and creative thinking
- Demonstrated high level of knowledge and skills in the relevant clinical areas
- Demonstrated commitment to quality improvement
- Demonstrated ability to meet deadlines

Desirable:

- Post-graduate experience in a relevant clinical role

MANDATORY REQUIREMENTS

National Police Record Check:

A current and satisfactory National Police Record Check must be presented to the Division of People and Culture by all new staff prior to commencement at Mildura Base Public Hospital.

Working with Children Check:

Mildura Base Public Hospital has a responsibility to provide a child safe environment. This position is a defined "child-related role" at Mildura Base Public Hospital. As such you must maintain a valid working with children check. In addition you will be required to assist Mildura Base Public Hospital in providing a child safe environment by participating in any training or reporting required to ensure the protection of children in our care.

Registration with Professional Association:

Must be eligible for membership of the Dietitian's Association of Australia, and for Accredited Practicing Dietitian status.

Immunisation Requirements

As part of your employment conditions, you will be asked to provide documented evidence of healthcare worker immunisation or immunity to communicable vaccine-preventable diseases prior to commencing employment with MBPH. If you do not provide satisfactory evidence that you have the required immunisation and you have commenced employment, consideration will be given to your ongoing employment and termination may result.

Drivers Licence:

A current Victorian driver's licence is required for this position

All Mildura Base Public Hospital sites, workplaces and vehicles are smoke free.

This position description is intended to describe the general nature and level of work that is to be performed by the person appointed to the role. It is not intended to be an exhaustive list of all responsibilities, duties and skills required. Any elements of this document may be changed at Mildura Base Public Hospital's discretion and activities may be added, removed or amended at any time.