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| Name of Policy: | <u>Role of Chief Clinical Dietitian</u> |  |
| Policy Number: | 3364-104-607 | |
| Department: | Clinical Nutrition | |
| Approving Officer: | Senior Hospital Administrator | |
| Responsible Agent: | Chief Clinical Dietitian | |
| Scope: | Clinical Nutrition | |
| | | Effective Date: 6/1/2022 Initial Effective Date: 5/10/2005 |
| <input type="checkbox"/> New policy proposal <input type="checkbox"/> Minor/technical revision of existing policy <input type="checkbox"/> Major revision of existing policy <input checked="" type="checkbox"/> Reaffirmation of existing policy | | |

(A) Policy Statement

The Chief Clinical Dietitian manages the nutritional care and education of patients and/or families and is a decision-making member of the Health Care Team. The Chief Clinical Dietitian reports to the Senior Hospital Administrator.

(B) Purpose of Policy

To identify the role of the senior and primary representative in patient nutritional care activities.

(C) Procedure

The Chief Clinical Dietitian is responsible for organizing, directing and managing the nutrition services area. The Chief Clinical Dietitian’s responsibilities include:

1. Developing and implementing department policies and procedures that guide and support the provision of service.
2. Maintaining effective documented communication with medical, nursing, and administrative personnel concerning nutritional care of patients.
3. Directing, coordinating, and supervising activities of clinical dietitians and diet technicians.
4. Establishes, enforces, and evaluates levels of productivity and performance standards for clinical nutrition functions.
5. Ensuring implementation of clinical activities such as nutrition assessments, screening, nutrition care plans, and patient education and counseling as per department policies and standards of care.
6. Coordinating quality improvement activities in the performance of patient care, monitoring and evaluating clinical activities provided and taking appropriate action to improve care and maintain quality improvement programs as appropriate.
7. Approving the diet manual and all menus and menu changes.
8. Providing orientation, in-services, and continuing education for self and staff dietitians/diet technicians to maintain current nutritional knowledge.
9. Completes competency testing or review with clinical staff.
10. Participating in committee activities concerned with nutritional care.
11. Hiring, training, evaluating, and disciplining clinical nutrition department staff as appropriate. Manage and/or direct all departmental accreditation/regulatory initiatives within the department.

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| <p>Approved by:</p> <p>/s/ _____ Date _____ Michele Lovett RD, LD Chief Clinical Dietitian</p> <p>/s/ _____ Date _____ Russell Smith, B.S. Pharm D, MBA, BCPS Senior Hospital Administrator</p> <p><i>Review/Revision Completed By:</i> <i>Clinical Nutrition</i></p> | <p>Review/Revision Date: 8/02 5/05 6/2/2008 7/1/2011 11/30/2012 1/6/2016 4/23/19 5/17/2022</p> <p>Next Review Date: 6/1/2025</p> |
| <p>Policies Superseded by This Policy:</p> | |