

## UW HEALTH JOB DESCRIPTION

<b>Nutrition Technician</b>			
<b>Job Code: 430002</b>	<b>FLSA Status: Non-Exempt</b>	<b>Mgt. Approval: S. O'Hara</b>	<b>Date: May 2022</b>
<b>Department: Clinical Nutrition</b>		<b>HR Approval: S. Whitlock</b>	<b>Date: May 2022</b>
<b>JOB SUMMARY</b>			
<p>The Nutrition Technician executes patient nutrition directives in collaboration with Registered Dietitian Nutritionist(s). Primary responsibilities include conducting individualized and group nutrition education to patients as well as screening and routine assessments, which include review of vital signs, anthropometric measurements, and dietary interviews to identify food preferences, food and nutrient intake, and factors relative to eating behaviors. The Nutrition Technician drafts meal plans for complex diets and/or patients with complex medical conditions and provides oversight of meal plans drafted by the Nutrition Assistants. The Technician coordinates meal selections with diet orders and monitors the quality and accuracy of food served to patients. The Nutrition Technician collects, maintains, and communicates data relative to the patient's dietary requirements and monitors satisfaction and tolerance of meals.</p> <p>The Nutrition Technician functions as part of an inter-professional team and is responsible for attending daily huddles to support teamwork and collaboration. The incumbent is knowledgeable of nutrition-related education resources and community programs and assists with referrals as appropriate, including the distribution of food through the inpatient food pantry program to support the patient across the continuum of care. This position is also responsible for providing education in individual or group settings on nutrition, health maintenance, and disease prevention.</p>			
<b>MAJOR RESPONSIBILITIES</b>			
<ul style="list-style-type: none"> <li>• Completes and/or reviews nutrition screening of inpatient admissions and collects additional data that may impact the patient's health condition or nutritional risk and communicates findings to the Registered Dietitian Nutritionist(s) and culinary staff.</li> <li>• Implements nutrition interventions that are outlined by the Registered Dietitian Nutritionist. Collects additional data to support the monitoring and evaluation of the patient's nutrition care plan and makes recommendations for adjustments to improve the patient's recovery and/or support his/her health condition.</li> <li>• Coordinates, plans, and/or corrects menus and between-meal snacks for patients to be compliant with diet orders. Monitors and verifies changes in diet orders or prescriptions and helps individuals understand their health condition while providing education and developing strategies to improve their health and wellbeing.</li> <li>• Conducts and/or attends inter-professional patient rounds to assess adequacy of nutrition intake and patient satisfaction with meals and meal service.</li> <li>• Coordinates and conducts periodic tray assessments in collaboration with the Culinary Services and Clinical Nutrition management teams to ensure the accuracy and quality of diet prescriptions and nutrition education.</li> <li>• Provides individual or group nutrition education and culinary skills training to patients and families and assists in education of students and employees.</li> <li>• Organizes and prioritizes daily work schedule to support the work of the Nutrition Assistants and the Registered Dietitian Nutritionists.</li> </ul>			
<b>ALL DUTIES AND REQUIREMENTS MUST BE PERFORMED CONSISTENT WITH THE UW HEALTH PERFORMANCE STANDARDS.</b>			
<b>JOB REQUIREMENTS</b>			
Education	Minimum	Associates degree in Nutrition or related field	
	Preferred	Bachelor's degree in Nutrition or related field	
Work Experience	Minimum		
	Preferred	Two (2) years of experience as a Nutrition Technician, Diet Clerk, or other nutrition related work	
Licenses & Certifications	Minimum	Registered as a Nutrition and Dietetic Technician, Registered (NDTR) as delineated by the Commission on Dietetic Registration. Certification must be obtained within 6 months of hire.	
	Preferred		
Required Skills, Knowledge, and Abilities		<ul style="list-style-type: none"> <li>• Knowledge of the Nutrition Care Process and ability to apply all steps</li> <li>• Ability to multi-task and work in a self-directed environment</li> <li>• Communicates clearly and effectively in both written and verbal formats</li> <li>• Ability to deliver health information using culturally appropriate terms and concepts to adult learners</li> </ul>	

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	<ul style="list-style-type: none"> <li>Possesses general experience and knowledge of nutrient analysis</li> <li>Possesses general experience and knowledge of word processing software</li> </ul>		
<b>AGE SPECIFIC COMPETENCY (Clinical jobs only)</b>			
Identify age-specific competencies for direct and indirect patient care providers who regularly assess, manage and treat patients.			
<b>Instructions:</b> Indicate the age groups of patients served either by direct or indirect patient care by checking the appropriate boxes below. Next,			
<b>X</b>	Infants (Birth – 11 months)	<b>X</b>	Adolescent (13 – 19 years)
<b>X</b>	Toddlers (1 – 3 years)	<b>X</b>	Young Adult (20 – 40 years)
<b>X</b>	Preschool (4 – 5 years)	<b>X</b>	Middle Adult (41 – 65 years)
<b>X</b>	School Age (6 – 12 years)	<b>X</b>	Older Adult (Over 65 years)
<b>JOB FUNCTIONS</b>			
Review the employee's job description and identify each essential function that is performed differently based on the age group of the patient.			
<b>PHYSICAL REQUIREMENTS</b>			
Indicate the appropriate physical requirements of this job in the course of a shift. <i>Note: reasonable accommodations may be made available for individuals with disabilities to perform the essential functions of this position.</i>			
Physical Demand Level	Occasional Up to 33% of the time	Frequent 34%-66% of the time	Constant 67%-100% of the time
<b>Sedentary:</b> Ability to lift up to 10 pounds maximum and occasionally lifting and/or carrying such articles as docket, ledgers and small tools. Although a sedentary job is defined as one, which involves sitting, a certain amount of walking and standing is often necessary in carrying out job duties. Jobs are sedentary if walking and standing are required only occasionally and other sedentary criteria are met.	<b>Up to 10#</b>	<b>Negligible</b>	<b>Negligible</b>
<b>X</b> <b>Light:</b> Ability to lift up to 20 pounds maximum with frequent lifting and/or carrying of objects weighing up to 10 pounds. Even though the weight lifted may only be a negligible amount, a job is in this category when it requires walking or standing to a significant degree.	<b>Up to 20#</b>	<b>Up to 10#</b> or requires significant walking or standing, or requires pushing/pulling of arm/leg controls	<b>Negligible</b> or constant push/pull of items of negligible weight
<b>Medium:</b> Ability to lift up to 50 pounds maximum with frequent lifting and/or carrying objects weighing up to 25 pounds.	<b>20-50#</b>	<b>10-25#</b>	<b>Negligible-10#</b>
<b>Heavy:</b> Ability to lift up to 100 pounds maximum with frequent lifting and/or carrying objects weighing up to 50 pounds.	<b>50-100#</b>	<b>25-50#</b>	<b>10-20#</b>
<b>Very Heavy:</b> Ability to lift over 100 pounds with frequent lifting and/or carrying objects weighing over 50 pounds.	<b>Over 100#</b>	<b>Over 50#</b>	<b>Over 20#</b>
<b>Other</b> - list any other physical requirements or bona fide occupational qualifications not indicated above:			

Note: The purpose of this document is to describe the general nature and level of work performed by personnel so classified; it is not intended to serve as an inclusive list of all responsibilities associated with this position.