

DIETETIC TECHNICIAN

DISTINGUISHING FEATURES OF THE CLASS: Under supervision, an incumbent assists in a program of nutritional care of individuals and groups, performing technical dietetic work, and in the treatment of patients requiring normal or routine diet modification. Incumbents participate in the nutrition assessment of clients and provide basic nutrition education. Incumbents in this title may be assigned to the Health Department or to the Medical Center. Supervision is not a regular requirement of this class, but may be exercised over clerical staff. Does related work as required.

EXAMPLES OF WORK: (Illustrative Only)

Obtains diet and nutrition information and documents anthropometric data;

Provides fundamental nutrition education to clients and/or caregivers individually or in group settings;

Uses computer applications or other automated systems such as spreadsheets, word-processing, calendar, e-mail and database software in performing work assignments;

When Assigned to the Medical Center:

Interprets physician's routine diet orders, modifies diet and develops meal patterns;

Screens patients to evaluate nutritional risk and documents in the medical record. Informs the Clinical Dietitian of patients requiring further nutritional intervention;

Provides assistance in menu selection;

Checks menus selected by the patient to insure accuracy in accordance with the dietary prescription;

Plans and supervises nourishment's and between meal servings;

Assists with dietary education to patients and caregivers;

Teaches individuals or group classes on food purchasing, storage and preparation;

Participates in follow-up care;

Consults with dietitians regarding any questions about the nutritional care of patients;

When Assigned to the Health Department:

Consults with Staff Nutritionists and Nutritionists regarding nutritional care plan of clients;

Refers applicants to other medical and social services programs or agencies as needed;

Determines client need for blood work, using appropriate guidelines, and directs client to the lab, as required;

EXAMPLES OF WORK: (Illustrative Only) (Continued)

Compiles data and prepares statistical reports on program activities;

Uses computer applications or other automated systems such as spreadsheets, word processing, calendar, e-mail and database software in performing work assignments;

Performs clerical and administrative support tasks related to nutrition programs, as required.

REQUIRED KNOWLEDGE, SKILLS, ABILITIES AND ATTRIBUTES: Thorough knowledge of the principles of dietetics and of nutritional standards; ability to use computer applications such as spreadsheets, word-processing, calendar, and database software; ability to learn and apply program eligibility guidelines for screening applicants; ability to work effectively with others; ability to communicate effectively both orally and in writing; ability to effectively use computer applications such as spreadsheets, word processing, calendar, e-mail and database software; resourcefulness; initiative; dependability; thoroughness; physical condition commensurate with the requirements of the position.

MINIMUM ACCEPTABLE TRAINING AND EXPERIENCE: Either: (a) at time of temporary appointment must be eligible for registration by the American Dietetics Association as a Registered Dietetic Technician (DTR); or (b) at time of permanent appointment must be registered by the American Dietetics Association as a Registered Dietetic Technician (DTR).

SPECIAL REQUIREMENTS: To be eligible for registration, candidates must have completed an ADA approved Dietetic Technician Program leading to an Associate's Degree*. Candidates must sit for the next available registration examination given by the American Dietetics Association.

NOTE: Any candidate who twice fails the ADA registration exam will no longer be eligible for continued employment in this classification.

*SPECIAL NOTE: Education beyond the secondary level must be from an institution recognized or accredited by the Board of Regents of the New York State Education Department as a post-secondary, degree-granting institution.

NOTE: Unless otherwise noted, only experience gained after attaining the minimum education level indicated in the minimum qualifications will be considered in evaluating experience.