

## Position Description

<b>Position title</b>	Dietitian – Allergy & Immunology
<b>Department / Division</b>	Allergy & Immunology
<b>Classification</b>	Grade 2 Year 1 to Grade 2 Year 4 AJ1-AJ4
<b>Position reports to</b>	Operational: Director Allergy & Immunology Professional: Manager Nutrition and Food Services
<b>No. of direct &amp; indirect reports</b>	n/a
<b>Location</b>	The Royal Children's Hospital, Flemington Road, Parkville
<b>Risk category</b>	Category B - works in a patient facing setting but rarely or unlikely to have contact with blood or body fluids (or aerosols without PPE)

### The Royal Children's Hospital

The Royal Children's Hospital's (RCH) vision is *a world where all kids thrive*.

RCH is located within the Melbourne Biomedical Precinct, with more than 45 world-class biomedical organisations and more than 50,000 of the brightest minds working together to make the Precinct number one in the Asia Pacific region for health, education, research, and training. Within this, RCH is also a cornerstone member of the Melbourne Children's Campus, partnering with Murdoch Children's Research Institute, The University of Melbourne Department of Paediatrics and The Royal Children's Hospital Foundation. Each organisation contributes to a paediatric academic health centre which is greater than the sum of its parts.

RCH has cared for the children and young people of Victoria for more than 150 years since it was founded in 1870. A full range of paediatric and adolescent health services are provided plus tertiary and quaternary care for the most critically ill and medically complex patients in Victoria, Tasmania, southern NSW and other states around Australia and overseas. The RCH is the only provider of heart transplant services and CAR T-cell therapy for paediatrics in Australia. RCH is an effective advocate for patients and their families with a particular focus on vulnerable children and increasingly, mental health in young people. The hospital also supports many health promotion and prevention programs. The Hospital has more than 6,000 staff, a budget of \$850M, 12 wards and 350 beds. Annually, the RCH has 300,000+ Specialist Clinic appointments, 90,000+ Emergency Department presentations and 20,000 elective surgeries.

We work collaboratively with hospitals to deliver the right care, in the right place, at the right time. The RCH is committed to the Child Safe Standards <https://www.rch.org.au/quality/child-safety/>.

RCH enjoys high employee engagement and is committed to staff safety and a positive culture through enactment of our Compact.

Further information on RCH is available at [www.rch.org.au](http://www.rch.org.au)

### ROLE CONTEXT

The dietitian is physically located within the Allergy and Immunology department and is part of the wider Nutrition and Food Service team within the Allied Health Directorate in the Division of Ambulatory Services within the organisational structure at the Royal Children's Hospital.

The Department of Allergy and Immunology is a multidisciplinary service that delivers the highest quality clinical care to children and families with allergic and immune disorders and plays a vital role in increasing awareness, understanding and knowledge of allergic and immune disorders in the community and health professionals through education, teaching and training. The Department plays a leadership role in the development and improvement of health care policies and guidelines related to allergic and immune disorders, and also actively identify and pursue research priorities to prevent and improve management of these conditions. The Department also works collaboratively with the Murdoch Children's Research Institute (MCRI) and the University of Melbourne.

#### **ROLE PURPOSE**

The provision of specialist high quality nutritional care to patients and their families of the Allergy & Immunology Department requiring nutritional support. Clinical workload will primarily include provision and improvement of nutritional services for children with food allergies and their families attending outpatient Allergy clinics as well as inpatient food allergy challenges. In addition to patient care, the role includes service coordination responsibilities as well as participation in quality activities, and student supervision and teaching.

#### **KEY ACCOUNTABILITIES**

##### **Provision of Care:**

- Nutritional assessment and advice to outpatients managed by clinicians under the Department of Allergy & Immunology.
- Development and review of educational resources in the area of paediatric food allergy.
- Responding to enquiries from outside the hospital regarding food allergy issues.
- Consultation with medical, nursing and other health care staff in planning care of individual patients.
- Implement of care by liaison with food services, pharmacy and other health professionals.
- Documentation of care in EMR according to hospital and department policy.
- Education of patients, parents and families in aspects of nutrition and the specific modifications needed.
- Continuing development of suitable information and education materials to be used for patients and parents for food allergy.
- Advice and consultation with the Allergy & Immunology team on nutrition policy for use in management of patients.
- Liaising with medical, nursing, paramedical, pharmacy and food service staff regarding patients.
- Advice to the general public and health professionals outside the hospital according to guidelines agreed with the department

##### **Life Long Learning:**

- Participation in the teaching program to nursing, food services staff and other health care staff in the area of food allergy.
- Participation in the lecture program for dietetic students and in supervision of the paediatric practice placements.
- Participation in the teaching of the Certificate of Paediatric Nutrition & Dietetics.
- Ongoing commitment to self-directed learning and evidence-based nutrition knowledge.
- Maintenance of a current knowledge of general nutrition, paediatric nutrition and specific knowledge of paediatric food allergy.

##### **Collaborative Practice:**

- Work in collaboration with multidisciplinary team

- Demonstrated experience working with initiative, autonomy and leading others in the pursuit of team goals
- Promote and develop partnerships with healthcare and community providers as well as discipline networks.
- A flexible and adaptable approach to functioning in a team environment that enhances the team's performance to ensure ongoing excellence in service delivery and teamwork

**Communication:**

- Highly developed verbal communication, interpersonal skills and attention to detail with the ability to interact with a variety of stakeholders
- Recognises issues that may lead to conflict, and constructively addresses issues as they arise
- Communicate effectively with patients and families to ensure their understanding and that their needs and views are included in plans and actions

**Continuous Improvement:**

- Develops effective time management skills to balance clinical requirements and to contribute to continuous improvement activities.
- Balances priorities between clinical load and contribution to quality improvement activities.
- Lead and contribute to improvements in the Allergy & Immunology Department

**Supervision, Leadership and People Management:**

- Participate in clinical supervision in accordance with local standard operating procedures and/or the RCH Allied Health Clinical Supervision Guideline which are based on the DHHS Allied Health Clinical Supervision Framework
- Provide clinical supervision, education, training and consultation to staff and students
- Act as a resource in paediatric nutrition and paediatric food allergy to other dietitians and assist with information, accessing references and advice.
- Work under general direction with autonomy

**Organisation and Planning:**

- Highly developed organisational and planning skills with ability to prioritise workload and competing demands

**Research:**

- Finds, critically reviews, evaluates and interprets literature and applies to paediatric dietetic services in the Department of Allergy & Immunology
- Participation in collaborate research as appropriate.
- Support a research culture and agenda.
- Contributes to research agenda through assisting research projects e.g., contributing to participant recruitment, data entry, questionnaire/audit design as part of a research project in paediatric dietetic services in the Department of Allergy & Immunology
- Appropriately shares evidence e.g., presents at journal club, special interest groups.
- Works with team/department to identify research gaps and takes opportunities to engage academic partners (e.g. contributes to ideas for honours projects).

**QUALIFICATIONS AND EXPERIENCE**

**Essential:**

- Meet the eligibility criteria for full Membership of Dietitians Australia (DA).
- Meet the eligibility criteria for the Accredited Practising Dietitian (APD) Program targets or equivalent.

- Hold a degree in Dietetics from an accredited course / university, or for overseas candidates The Dietetic Skills Recognition assessment administered by DA
- Experience in clinical dietetics (minimum 2 years) , including paediatrics

**Desirable:**

- Post-basic training in paediatric nutrition, or willingness to undertake the RCH Certificate of Paediatric Nutrition and Dietetics during employment.
- Demonstrated skills and knowledge in paediatric food allergen assessment and management.
- Membership of relevant professional organisations

**KEY SELECTION CRITERIA**

- Well-developed communication skills, with ability to work with families of differing backgrounds and all levels of staff.
- Demonstrated ability to work in an acute care time-frame.
- Ability to work within a team and also independently
- Ability to manage competing demands, with well-established time management and organisational skills
- Sound problem-solving skills and ability to apply these in new applications of practice.
- Demonstrated commitment to ongoing education and skill development.
- Demonstrated ability to build and maintain working relationships with key internal and external stakeholders including the campus community and broader Victorian community
- Demonstrated commitment to provision of high quality patient care and improving patient outcomes
- Uphold the DA Code of Ethics and DA Code of Professional Conduct 2021

**OTHER REQUIREMENTS**

- Employees are required to undertake a National Criminal Record Check and a Working with Children Check prior to commencing employment
- Employees are required to maintain a valid Working with Children Check throughout their employment
- A current, full driver's licence for the State of Victoria which is appropriate for the type of vehicle being driven, and comply with any restrictions on their licence (e.g. wearing glasses) while undertaking hospital duties (If applicable)
- Employees are required to maintain compliance with RCHs "Staff Immunisation - Prevention of Vaccine Preventable Diseases" procedure.

**IMPORTANT INFORMATION**

All employees are required to adhere to the Royal Children's Hospital Values:

- Curious - We are creative, playful and collaborative
- Courageous - We pursue our goals with determination, ambition and confidence
- Inclusive - We embrace diversity, communicate well, build connections and celebrate our successes together
- Kind - We are generous, warm and understanding

**RCH COMPACT**

All new and existing employees commit to the RCH Compact to contribute to a strong and respectful culture.

- We do better work caring for children and families when we also care for each other

- I bring a positive attitude to work – I share, I laugh, I enjoy other's company
- I take responsibility for my behaviour and its impact on others
- I am curious and seek out ways to constantly learn and improve
- I celebrate the good stuff, the small stuff, the big stuff – it all matters
- I speak up when things aren't right
- I value the many different roles it takes to deliver great patient care
- I actively listen because I want to understand others and make better decisions
- I am inclusive and value diversity
- When it comes to teamwork, I don't hold back – I'm all in

#### **QUALITY, SAFETY AND IMPROVEMENT**

RCH employees have a responsibility and accountability to contribute to the organisation's commitment to Quality, Safety and Improvement by:

- Acting in accordance and complying with all relevant Safety and Quality policies and procedures
- Identifying risks, reporting and being actively involved in risk mitigation strategies
- Participating in and actively contributing to quality improvement programs
- Complying with the requirements of the National Safety & Quality Health Service Standards
- Complying with all relevant clinical and/or competency standards
- Complying with the principles of Patient and Family Centred Care that relate to this position

**The RCH is committed to a diverse and inclusive workforce. We encourage applications from Aboriginal and Torres Strait Islander people, people from culturally and/or linguistically diverse backgrounds, all members of the LGBTQI community and people with disability.**

Position description last updated

January 2025