

## SELF ASSESSMENT RELATIVE TO STANDARDS OF PRACTICE SAMPLE: COMMUNITY DIETITIAN

**STANDARD 1: A dietitian assumes accountability and responsibility in the provision of competent, safe, ethical, and professional practice.**

SELF ASSESSMENT INDICATORS	NOTES	I PLAN TO ADDRESS THIS? (YES / NO)
<i>My client* group(s):</i> community groups, school community, public health nurses		
1. Practices in accordance with provincial legislation (Health Professions Act, Dietitians Regulation and CDBC bylaws).	I am aware of legislation and practice in accordance with it.	N
2. Practices in compliance with professional standards, practice guidelines and codes, including but not limited to: CDBC Codes of Ethics, Standards of Practice, Practice and Interpretive Guidelines, Continuing Competence Program.	I comply with professional standards, etc. I find that when I review these with interns, it helps me bear them in mind always.	N
3. Provides services within their scope of practice and personal competence, including but not limited to, Reserved Act registration, insertion of feeding tubes, dysphagia assessments.	I am careful to limit my practice to within my scope of practice. The boundaries are sometimes fuzzy so I have this in mind constantly. I am very careful to stay within my personal competence domain.	N
4. Obtains informed consent when required.	I am aware that if I was doing certain projects, I might need to and know how to go about it.	N
5. Records client and other information in a clear, concise and timely manner.	I maintain appropriate records.	N
6. Manages information appropriately in accordance with legislation, including but not limited to: <i>Freedom of Information and Protection of Privacy Act, Personal Information Protection Act</i> , other health information acts.	Always.	N
7. Integrates principles of sound financial management into practice as appropriate.	This comes up with various programs, however, my manager usually handles the financial end of things.	N
8. Incorporates appropriate continuous quality improvement programs into practice, including but not limited to: audits, surveys, variance analysis.	I need to do more evaluation in my work.	N
9. Incorporates relevant risk management strategies into practice, including but not limited to: disaster, pandemic, contingency, strike/lock out, threat, supply/service disruptions.	The health unit has these strategies in place.	N

\* Refer to Glossary for definition.

<b>STANDARD 2: A dietitian communicates and interacts clearly and effectively with individuals and groups.</b>		
<b>SELF ASSESSMENT INDICATORS</b>	<b>NOTES</b>	<b>I PLAN TO ADDRESS THIS? (YES / NO)</b>
<i>My client* group(s):</i> community groups, school community, public health nurses		
1. Adapts verbal and written communication styles to meet the needs and level of understanding of others.	Would like to enhance public speaking skills and comfort level for presentations.	Y
2. Uses appropriate information gathering skills to compile accurate, comprehensive and relevant information, including but not limited to: interviews, meetings, focus groups, surveys.	I am constantly learning how to do this better. I find it very interesting; the more I learn, the more I can see ways to apply it.	Y
3. Provides education to meet the learning needs of clients, groups and others, including but not limited to: clients, caregivers, students, dietetic interns, other professionals, employees.	Always; I evaluate all presentations, etc. to make sure I am meeting learning needs (and finding that people don't always know what their learning needs are so it gets to be a bit of tricky business to know whether their needs are met when these can't be or aren't expressed).	N
4. Facilitates teamwork, including but not limited to: clients, caregivers, agencies, employees, colleagues, other professionals.	Always.	N
5. Uses effective counselling and listening skills.	I am constantly working on these. Listening in particular, as it is so important for the work I do. Counselling isn't something I do in my job.	N

\* Refer to Glossary for definition.

<b>STANDARD 3: A dietitian applies current research and best practice findings when delivering services.</b>		
<b>SELF ASSESSMENT INDICATORS</b>	<b>NOTES</b>	<b>I PLAN TO ADDRESS THIS? (YES / NO)</b>
<i>My client* group(s):</i> community groups, school community, public health nurses		
1. Demonstrates competence in all areas of current practice.	I am always working towards this goal.	N
2. Acquires and applies new knowledge, skills and abilities to all areas of practice.	I am a committed life long learner. I never know what learning opportunities will come along but I am very good at sleuthing out what opportunities there are in our area/workplace.	N (this is ongoing)
3. Acts as a credible and reliable source of current food and nutrition information.	I love learning about nutrition and food and sharing what I know is a significant part of my work.	N
4. Applies critical thinking skills in problem solving and decision making.	I recognize this is an ongoing skill that grows with time and experience and use my best judgment in these situations, as well as seek opinions from peers.	N
5. Manages change in professional practice.	Change is a constant; I am good at managing it.	N

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## SAMPLE: COMMUNITY DIETITIAN

<b>STANDARD 4: A dietitian practicing in the area of direct client care effectively provides services to achieve appropriate nutrition goals.</b>		
SELF ASSESSMENT INDICATORS	NOTES	I PLAN TO ADDRESS THIS? (YES / NO)
<i>My client* group(s):</i> community groups, school community, public health nurses		
1. Uses a client centered approach.	<b>STANDARD NOT APPLICABLE</b>	
2. Collaborates with others, including subject matter experts, to contribute to client care.		
3. Draws relevant conclusions from nutrition assessment data.		
4. Identifies nutrition goals and develops nutrition care plans to achieve planned outcomes.		
5. Coordinates implementation of nutrition care plans.		
6. Assesses client progress in achieving planned outcomes.		
7. Evaluates effectiveness of nutrition care plans in achieving planned outcomes.		
8. Refers clients to other professionals and/or agencies as needed.		

\* Refer to Glossary for definition.

<b>STANDARD 5: A dietitian practicing in the area of community and population health effectively provides food and nutrition initiatives that meet the needs of individuals and communities.</b>		
SELF ASSESSMENT INDICATORS	NOTES	I PLAN TO ADDRESS THIS? (YES / NO)
<i>My client* group(s):</i> community groups, school community, public health nurses		
1. Provides nutritional health promotion and disease prevention information, including but not limited to: food, food security, policy development information.	Constant.	N
2. Consults with and provides nutrition information to appropriate individuals and groups, including but not limited to: individuals, groups, schools, agencies, outreach workers, other professionals.	Constant.	N
3. Conducts needs assessments and utilizes the data to aid in the planning, development, implementation and evaluation of food and nutrition programs and policy development.	Program evaluation skills could be enhanced in order to improve program delivery.	Y

\* Refer to Glossary for definition.

## SAMPLE: COMMUNITY DIETITIAN

April 2008

<b>STANDARD 6: A dietitian practicing in the area of foodservice administration manages foodservice systems in an effective and efficient manner.</b>		
<b>SELF ASSESSMENT INDICATORS</b>	<b>NOTES</b>	<b>I PLAN TO ADDRESS THIS? (YES/NO)</b>
<i>My client* group(s):</i> community groups, school community, public health nurses		
1. Manages the planning, production and distribution/service of food.	STANDARD NOT APPLICABLE	
2. Maintains currency in all areas of food services, including but not limited to: consumer needs, menu planning, aesthetic characteristics of foods, available equipment, staff skill level, budget restriction.		
3. Manages the materials management system in an effective, efficient, and ethical manner.		
4. Coordinates workflow within constraints of the facility.		
5. Complies with legislation and regulations relating to workplace safety and sanitation.		

\* Refer to Glossary for definition.

<b>STANDARD 7: A dietitian practicing in the area of organization management effectively applies appropriate management systems and principles.</b>		
<b>SELF ASSESSMENT INDICATORS</b>	<b>NOTES</b>	<b>I PLAN TO ADDRESS THIS? (YES/NO)</b>
<i>My client* group(s):</i> community groups, school community, public health nurses		
1. Manages effectively and appropriately directs the work of others.	STANDARD NOT APPLICABLE	
2. Develops, implements and evaluates organizational policies and procedures.		
3. Complies with and ensures compliance with appropriate federal, provincial and municipal government regulations.		
4. Manages human resources in a fair, ethical and effective manner, including but not limited to staffing requirements, job descriptions, recruiting, hiring, retention strategies, scheduling, allocating work load, progressive discipline, performance evaluations.		
5. Manages services and material resources in an effective, efficient and responsible manner.		
6. Develops and implements risk management evaluation/continuous quality improvement programs.		

\* Refer to Glossary for definition.

## APPENDIX 2 – SAMPLE PROFESSIONAL DEVELOPMENT PLAN: COMMUNITY DIETITIAN

**Reminder:** To be filled in throughout the reporting period. Submit at the end of the reporting period. Registrants must report **at least three learning goals** that address **three different standards and/or indicators**. Each learning goal must be completed by **at least two learning activities**.

***Make as many copies of this form as you need to record your learning goals and activities.***

NAME:		GROUP #:	DATE:					
GOAL#	STANDARD/ INDICATOR#	LEARNING PLAN: LEARNING GOALS/ACTIVITIES/ CONTRIBUTION TO PRACTICE	LEARNING PLAN PROGRESS STAGE					
			Preliminary	Intermediate	Substantial	Completed	Suspended	Comments/ Reason for Suspension
1	Standard 5/ Indicator 3	<p><b>Goal:</b> Improve program evaluation skills and criteria.</p> <p><b>Activities:</b></p> <ul style="list-style-type: none"> <li>• Review Dietitians of Canada’s PEN tool for most current program evaluation criteria,</li> <li>• Review literature about program survey techniques, and</li> <li>• Develop/ implement program evaluation survey.</li> </ul> <p><b>Contribution to practice:</b> Being able to evaluate the elementary school breakfast program with current criteria and improve program as necessary.</p>	✓					
2	Standard 2/ Indicator 1	<p><b>Goal:</b> Improve speech writing and public speaking skills.</p> <p><b>Activities:</b></p> <ul style="list-style-type: none"> <li>• Join Toast Masters, and</li> <li>• Seek group counselling/ in-service opportunities at work.</li> </ul> <p><b>Contribution to practice:</b> Present more effectively and with more confidence.</p>		✓				Found Toast Masters group in my area that matches my schedule

**Preliminary Progress:** have developed a plan  
**Completed:** all activities complete and integrated in practice

**Intermediate:** have started working on plan  
**Suspended:** work on plan discontinued

**Substantial:** nearing completion of plan

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3	Standard 2/ Indicator 2	<p><b>Goal:</b> Improve data gathering techniques and data interpretation skills.</p> <p><b>Activities:</b></p> <ul style="list-style-type: none"> <li>• Attend one day “Research Basics” workshop at work, and</li> <li>• Register for an online Research Methods course at a University.</li> </ul> <p><b>Contribution to practice:</b> Practice new data gathering/analysis skills at work when evaluating community nutrition programs.</p>			✓			<p>Attended workshop in Feb/08</p> <p>Finishing online course in Dec/08</p>

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