



## **SUPERVISION OF EXEMPT PRACTITIONERS**

(Pertains to Ohio Laws only, revised 7/6/09)

**POLICY:** The Registered Dietitian or Licensed Dietitian shall be responsible for the supervision of a person claiming exemption from licensure as a dietetic technician, dietetic technician registered, or nutrition associate/assistant and shall provide sufficient guidance and direction as to enable the person to perform competently in accordance with the Ohio Revised Code, section 4759.10 (B) and (E).

### **PROCEDURE:**

When supervising a person that is a graduate of an approved 4 year degree program, associate program, or dietetic technician registered, the licensed dietitian shall:

1. Verify the credentials of the person being supervised in the areas of dietetic practice. Forms of credential verification include:
  - a. ADA verification statement with program director's original signature;
  - b. A transcript verifying graduation from an approved ADA dietetic program in dietetics;
  - c. DTR card from the Commission on Dietetic Registration, and/or
  - d. A transcript verifying an ADA approved two-year associate degree in dietetic technology.
2. Verify the competence of each individual exempt practitioner being supervised in the areas of dietetic practice. Exempt practitioners who are competent to practice beyond the minimum standards should be expected to demonstrate initial and on-going competence annually with

6. Provide supervision in a manner that protects the public. Direct supervision may be provided on-site, or supervision may be provided indirectly, as long as the licensed dietitian is immediately available by phone, e-mail, facsimile or other reliable means.
7. If the exempt individual is determined to be incompetent, the individual shall be retrained or reassigned to tasks in which he/she is competent.



**Exempt Practitioner\***  
**Nutritional Care Competency Evaluation**

<input type="checkbox"/> Check One <input type="checkbox"/> Initial Review <input type="checkbox"/> Follow Up Review
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Name: \_\_\_\_\_ Date: \_\_\_\_\_

Qualification: \_\_\_\_\_ Name of Reviewer/Title: \_\_\_\_\_

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**CREDENTIALS**

SKILL	Y	N	N/A	Comments	Date Assessed	Reviewer Initials
Current with Registration/Certification						
Stays current with professional standards of care through continuing education						
Adheres to ADA code of ethics						

**CLINICAL CARE**

Able to utilize the Nutritional Care Process to determine appropriate action via the following steps: Nutrition Assessment Nutrition Diagnosis Nutrition Intervention Nutrition Monitoring & Evaluation						

Note: Documentation shall be maintained in the licensed dietitian's records and be available upon request of the OBD. DSI recommends maintaining documents for 7 years.  
 \* Exempt practitioner refers to those with the title of Dietetic Technician Registered, Dietetic Technician or Nutrition Associate/Nutrition Assistant.

Exempt Practitioner\*  
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**CLINICAL CARE CONTINUED**

SKILL	Y	N	N/A	Comments	Date Assessed	Reviewer Initials
Able to accurately calculate and assess weight status ( IBW, adjust for amputation(s), UBW, BMI, etc.)						
Able to estimate caloric needs appropriately						
Able to estimate protein needs appropriately						
Able to estimate fluid needs appropriately						
Able to assess nutrition related lab values						
Able to identify and counsel on drug/nutrient interactions appropriately						
Able to analyze food intake appropriately						
Able to analyze macronutrients from p.o. feedings						
Able to assess need for recommendation for nutrition support (TF, TPN) and refer to the licensed dietitian						
Able to select, monitor, and evaluate standard enteral nutrition regimes						

Note: Documentation shall be maintained in the licensed dietitian's records and be available upon request of the OBD. DSI recommends maintaining documents for 7 years.

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**CLINICAL CARE CONTINUED**

SKILL	Y	N	N/A	Comments	Date assessed	Reviewer Initials
Able to assess need for recommendations for changes in diet order or present nutrition intervention						
Based on the competency completed the following residents will automatically be referred to the licensed dietitian for additional review:						
Able to appropriately refer residents in need of review by the licensed dietitian per established protocol						
Able to assess need for nutrition counseling						
Able to provide appropriate nutrition counseling						
Able to identify staff in-servicing needs for clinical area for licensed dietitian						
<b>CLINICAL DOCUMENTATION</b>						
Able to utilize approved Nutrition forms appropriately and in a timely manner						
Able to develop appropriate nutritional interventions; communicate recommendations appropriately						

Note: Documentation shall be maintained in the licensed dietitian's records and be available upon request of the OBD. DSI recommends maintaining documents for 7 years.

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SKILL	Y	N	N/A	Comments	Date assessed	Reviewer Initials		
Able to accurately complete assigned sections of the RAI and RAPS in a timely manner								
Able to develop measurable goals within individualized care plans								
Able to demonstrate appropriate follow up and reassessments per policy								
Able to effectively discuss resident nutrition treatment in interdisciplinary team conferences								
Able to accurately complete Discharge Summary information, as assigned								
<b>FOOD SERVICE OPERATIONS</b>								
Able to complete a Sanitation Audit appropriately and timely per policy								
Able to demonstrate knowledge regarding safe food handling practices								
Able to identify staff in-servicing needs for food service operations for the licensed dietitian's follow up								

Note: Documentation shall be maintained in the licensed dietitian's records and be available upon request of the OBD. DSI recommends maintaining documents for 7 years.

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Educational Plan:

Overall Comments:

\_\_\_\_\_  
Signature of Exempt Individual      Date

\_\_\_\_\_  
Signature of Licensed Dietitian/Reviewer      Date

Note: Documentation shall be maintained in the licensed dietitian's records and be available upon request of the OBD. DSI recommends maintaining documents for 7 years.

\* Exempt practitioner refers to those with the title of Dietetic Technician Registered, Dietetic Technician or Nutrition Associate/Nutrition Assistant.



## **Guidelines for Completing the Exempt Practitioner Nutritional Care Competency Evaluation**

Check one of the boxes to denote the type of review completed. **Initial review** shall be marked if this is the first competency assessment for the exempt practitioner. **Follow up review** shall be marked thereafter for an annual review or more often as determined by the licensed dietitian.

**Name:** Denote the name of exempt practitioner that is being evaluated.

**Qualification:** Denote the title of the exempt practitioner.

**Date:** Denote the date of the evaluation.

**Name of Reviewer/Title:** Denote the name of reviewer and title.

Mark "Y" to affirm that it has been determined that the exempt practitioner is competent to complete the skill listed. Mark "N" to denote that the exempt practitioner is not competent to complete the skill listed. Mark **N/A** to represent "not applicable".

**Comments:** This section shall be used by the licensed dietitian to provide additional information regarding the specific skill of the exempt practitioner listed, as needed.

**Date Assessed:** Denote the date the skill was assessed by the licensed dietitian.

**Reviewer Initials:** Denote the initials of the licensed dietitian verifying that the skill was assessed.

**The following information serves as a guideline to assist the licensed dietitian in assessing the competency of the exempt practitioner.**

# CLINICAL CARE

**Able to utilize the Nutritional Care Process to determine appropriate action via the following steps:**

## **Nutrition Assessment**

Guidelines to assist the licensed dietitian in determining the exempt practitioner's competency include:

- Able to determine appropriate data to collect
- Able to determine the need for additional information
- Able to accurately complete assessment tools provided
- Able to distinguish relevant from irrelevant data
- Able to validate data
- Knowledgeable of how Nutrition Assessment data is organized
  - ❖ Food/ Nutrition-Related History
  - ❖ Biochemical Data, Medical tests, and Procedures
  - ❖ Anthropometric Measurements
  - ❖ Nutrition-Focused Physical Findings
  - ❖ Client History

Chart audits may be utilized by the licensed dietitian as a tool to assess the competency of this skill.

## **Nutrition Diagnosis**

Guidelines to assist the licensed dietitian in determining the exempt practitioner's competency include:

- Able to use the data collected in the nutrition assessment to identify and label the resident's nutrition diagnosis using standard nutrition diagnostic terminology.
- Able to appropriately write a PES statement.
  - ❖ (P) Problem or Nutrition Diagnosis Label that describes alterations in the resident's nutritional status.

The licensed dietitian may request that the exempt practitioner demonstrate that he/she can accurately calculate IBP for women and men including adjustment for amputation(s), usual body weight, body mass index, percentage of IBP /UBP , percentage of weight change, etc... from example(s) developed by the licensed dietitian. Chart audits by the licensed dietitian may be utilized as a tool to assess the competency of this skill.

### **Able to estimate caloric needs appropriately**

From sample resident scenarios provided by the licensed dietitian, it is recommended that the exempt practitioner demonstrate that he/she can correctly compute estimated energy needs equations to determine caloric needs (i.e. Mifflin-St. Jeor equation). This includes the exempt practitioner's ability to determine appropriate activity and injury factors used within the calculation. Chart audits by the licensed dietitian may be utilized as a tool to assess the competency of this skill.

### **Able to estimate protein needs appropriately:**

From sample resident scenarios provided by the licensed dietitian, it is recommended that the exempt practitioner complete calculations for protein needs. Assess the accuracy of protein requirements selected based on the resident(s) condition and the accuracy of the computation itself. Chart audits by the licensed dietitian may be utilized as a tool to assess the competency of this skill.

### **Able to estimate fluid needs appropriately:**

From sample resident scenarios provided by the licensed dietitian, it is recommended that the exempt practitioner complete calculations for fluid needs. Assess the accuracy of the fluid requirements selected based on the resident(s) condition and the accuracy of the computation itself. Chart audits by the licensed dietitian may be utilized as a tool to assess the competency of this skill.

Request that the exempt practitioner state examples of when it would be appropriate to make a recommendation for nutrition support to verify understanding. Examples may include, but are not limited to:

- Progressive, unplanned significant weight loss despite nutritional interventions;
- Insidious weight despite nutritional interventions and/or
- Hypermetabolic condition in which resident is unable to consume enough nutrients by mouth.

Chart audits by the licensed dietitian may be utilized as a tool to assess competency of this skill.

**Able to select, monitor, and evaluate standard enteral nutrition regimes:**

Verify that the exempt practitioner owns/utilizes a recent enteral product guide and/or is knowledgeable regarding locating product information via internet access as a resource.

From sample scenarios provided by the licensed dietitian, verify that the exempt practitioner is able to select an appropriate enteral formula based on the resident(s) health condition, accurately calculate estimated needs and appropriately determine proposed volume/rate of enteral feeding and water flushes based on estimated needs. Also, verify that the exempt practitioner is knowledgeable how to determine if vitamin/mineral requirements are met by enteral feeding and resident condition.

Review documentation requirements for enteral feedings to validate understanding as needed. Chart audits by the licensed dietitian may be utilized as a tool to assess the competency of the skill.

Chart audits by the licensed dietitian may be utilized to validate residents are referred appropriately based on the above protocol.

**Able to provide appropriate nutrition counseling:**

Verify that the exempt practitioner has knowledge and access to diet education materials. Topics in which the exempt practitioner is permitted to provide nutrition counseling shall be based on the discretion of the licensed dietitian. Based on clinical judgment of the licensed dietitian, observation of nutrition counseling may be completed to assess appropriateness of assessment of this skill.

**Able to identify staff in-servicing needs for the clinical area for the licensed dietitian's follow-up:**

Verify that the exempt practitioner has knowledge and access to a facility-approved policy and procedure manual for nutrition services. The licensed dietitian may request that the exempt practitioner state examples of scenarios that may indicate a need for staff in-servicing to verify competency of this skill.

## **CLINICAL DOCUMENTATION**

**Able to utilize approved nutrition forms appropriately and in timely manner:**

Verify that the exempt practitioner has knowledge and access to nutrition forms approved for use at each facility. Verify knowledge and access of policy and procedures regarding the nutrition forms to ensure accurate and timely completion of the forms. The licensed dietitian may request that the exempt practitioner verbally review the flow of documentation/expected timeframes required to validate understanding. Chart audits may be completed by the licensed dietitian as a tool to verify competency of this skill.

reassessment of the care plan and nutritional interventions. Chart audits by the licensed dietitian may be utilized as a tool to assess the competency of this skill.

**Able to demonstrate appropriate follow up and reassessments per policy:**

Verify that the exempt practitioner has knowledge and access to each facility's policy and procedures regarding follow up and reassessment requirements. The licensed dietitian may request that the exempt practitioner verbally summarize the specifics of the policies and/or state examples to verify understanding. Chart audits may be utilized by the licensed dietitian as a tool to verify competency of this skill.

**Able to effectively discuss resident nutrition treatment in interdisciplinary team conferences:**

Observe the exempt practitioner discussing resident nutrition treatment in interdisciplinary team meetings to assess competency of this skill.

**Able to accurately complete Discharge Summary information, as assigned:**

Verify that the exempt practitioner is knowledgeable regarding the form(s) utilized at each facility and documentation requirements for content and timeframes. The licensed dietitian may request that the exempt practitioner verbally summarize the requirements to assess understanding. Chart audits may be utilized by the licensed dietitian as a tool to verify competency of this skill.

## **FOOD SERVICE OPERATIONS**

**Able to complete a Sanitation Audit appropriately and timely per policy:**

- |  |                    |
|--|--------------------|
| 3. Complete random chart<br>to verify competency . | Licensed dietitian |
| 4. Follow up to discuss<br>Findings; progress.     | Licensed dietitian |

**Overall Comments:**

List general overview/comments as needed in this section. This may include, but not limited to: quality of work, rapport with staff, identified strengths, etc....

**Signature of Exempt Practitioner/Date:**

Sign and date as listed.

**Signature of Licensed Dietitian/Reviewer and Date:**

Sign and date as listed.