

Spec. Code: 0070  
Occ. Area: 12  
Work Area: 445  
Prob. Period: 6 mo.  
Prom. Line: none  
Effective Date: 07/15/04  
Last Action: Revised

## **NUTRITION ASSISTANT**

### Function of Job

Employees at this level assist nutrition and/or dietetic staff with a complete nutritional program (nutrition assessment, nutrition counseling and other duties involved in a nutrition or dietetic unit).

### Characteristic Duties and Responsibilities

1. interviews selected patients who are receiving regular or modified diets and/or selective menus to determine food preferences and observe intake
2. assists selected patients on regular or modified diets in selection of food according to patterns established by the Dietitian Nutritionist or other designated staff
3. ensures that patients are receiving and consuming proper nourishments
4. reports progress of all patients and informs staff about special diet problems
5. collects and calculates data needed for evaluating nutritional status of patients
6. observes patient food tray service
7. may give basic nutritional and/or dietary instructions to patients, as directed
8. assists in preparing materials used in presenting current nutrition and/or management instruction to students, healthcare facility personnel, or outside groups
9. assembles information for nutrition and/or dietetic related studies performed by staff
10. may assist with on-the-job training of new employees
11. performs other related duties as assigned

MINIMUM ACCEPTABLE QUALIFICATIONS

## CREDENTIALS TO BE VERIFIED BY PLACEMENT OFFICER

High school graduation or equivalent

## PERSONAL ATTRIBUTES NEEDED TO UNDERTAKE JOB

1. Ability to communicate effectively with patients and healthcare facility personnel
2. Ability to learn university and departmental policies, procedures, rules and regulations
3. Ability to learn departmental standards of nutritional care