



# NSDA Newsletter

October 2015

## President's Message

I would like to start off by thanking all of the dietitians and nutritionists who were able to join us on **May 8, 2015, at NSDA's Annual General Meeting** and Education day. We had a great turnout and a very successful day. On behalf of the board of directors, I would like to congratulate Pam Lynch, Doris Gills and Patti Simpson on their Honorary Life Membership Awards. Pam, Doris and Patti were recognized for the contributions that they have made to the dietetics profession throughout their careers. The board of directors look forward to receiving nominations for the 2016 Honorary Life Membership Awards to be awarded at the 2016 AGM. You can look for the call for nominations in early winter 2016.

During the education portion of the day, myself, Melissa Campbell and Jennifer Garus shared some of our learning from the 2014 CLEAR annual **education conference in a session called "Hot Topics in Professional Regulation."** I think this session initiated a lot of great conversation and awareness, especially in regards to the use of social media.

I would also like to thank the Atlantic Internship Coordinators Collaborative Group, consisting of Deborah Everett, Connie Foote, Judy Fraser Arsenault, Laura Reid and Linda Smith for their **session, "Honing Your Evaluation Skills"**, which can be found on the NSDA website. This session

...continued on page 2



NSDA's board of directors at September's board retreat at Liscombe Lodge. Left to right: Sue Conlan, Leisje MacDougall-Young, Jennifer Garus, Marsha Arnburg, Shannan Grant, Melissa Campbell, Judy Lowe, Sarah MacDonald, Megan Austen, Janice Terry, Rachel Graham.

## President's Message (continued...)

provided a great opportunity for participants to work with colleagues and peers, using the evaluation tools that reflect the new Integrated Competencies for Dietetic Education and Practice. The groups were able to use these tools to work through a variety of cases from various dietetic practice settings. I would like to acknowledge and thank outgoing board members Darlene Harrietha, Gail Kaiser, Stacey Lake and Amanda Connors for their dedication and commitment to the board. I would also like to welcome our new board members, Judy Lowe, Leisje MacDougall-Young, Marsha Arnborg, Rachel Graham, Sarah MacDonald, and Shannan Grant, as well as returning members, Melissa Campbell, Sue Conlan, Janice Terry and Connie Foote. As a board, we will continue to work with our executive manager, Jennifer Garus, to meet our mandate of public protection. In closing, I am looking forward to the year that lies ahead as I begin my second year as president and wish each of you all the best for the remainder of 2015.

Megan Austen  
President

## 2015-16 Board of Directors

President	Megan Austen
President elect	Melissa Campbell
Treasurer	Sue Conlan
Members at large	Janice Terry
	Connie Foote
	Marsha Arnborg
	Rachel Graham
	Shannan Grant
	Judy Lowe
	Sarah MacDonald
	Leisje MacDougall-Young



There are opportunities on the Registration Committee as chair or member. The Complaints Committee is also seeking membership. If you are interested, please send an expression of interest and your resume to Melissa Campbell at [melissadeveau@hotmail.com](mailto:melissadeveau@hotmail.com)

### ROLE of the CHAIR

The chair of the Registration Committee fills the position for a two year term. They are responsible for calling a meeting, setting the agenda, chairing meetings

**and directing the work of the committee according to the committee's terms of reference. The executive manager is a support to the chair.**

For a copy of the terms of reference, or for more information, contact Jennifer Garus at [jgarus@nsdassoc.ca](mailto:jgarus@nsdassoc.ca)

## Executive Manager's Message

A lot of progress has been made in recent months toward the board of director's [strategic goals](#).

You will notice two new documents that were developed to support the goal statement: *to ensure the public receives safe and ethical care from competent registered dietitians and nutritionists*. The position statement on the use of social media in dietetic practice and the documentation guidelines were written in response to frequently asked questions and an identified need to provide guidance and direction on these topics.



**I'm very excited about another three upcoming projects!** Nationally, the Alliance of Canadian Dietetic Regulatory Bodies (the Alliance) is developing standards of practice. These will be the minimal professional practice expectations for any dietitian in any setting or role (Dietitians Act, 2009). They will support dietitians as they reflect on their practice and develop their learning plans. They will also be used in a complaints proceeding.

Dietitians practising in the area of dysphagia assessment and management can expect competencies to support their practice in the next six months. As lead of a national working group, on behalf of the Alliance, I recently attended a conference *Charting New Ground*, hosted by three professional associations: the Canadian Association of Occupational Therapists (CAOT), Dietitians of Canada (DC) and Speech-Language and Audiology Canada (SAC). It enabled health professionals with expertise in dysphagia to learn *about, from and with* each other (a key concept of inter-professional practice). Late fall, you will receive a link to a survey to participate in the validation of the competencies.

A third project has been in the works for some time, but consultation on the paper is progress. The paper is a position statement on the sale, endorsement and recommendation of nutrition products. The [code of ethics](#) states that **“the dietitian shall not sell or promote any product, or act as an agent for the sale or promotion of any product, in such a manner as to mislead or create a false impression”** and **“the dietitian should avoid real or perceived conflict of interest in which her or his professional judgement could be compromised. When circumstances make impossible to avoid a conflict of interest, it shall be disclosed to the client”** (pg. 8). **The position paper will provide more detail and explanation of what is considered acceptable practice with regards to the sale, endorsement and recommendation of nutrition products.**

Last, but not least, in my report on the progress toward meeting the strategic goal statement, NSDA now has a part-time practice advisor to support members in their practice. Amanda Connors brings both practice experience and a grounding in professional regulation from her involvement with NSDA as a former board member and CCP auditor. Amanda will be a resource to dietitians and participate on the Professional Practice Committee and Continuing Competency Committee. Amanda can be contacted by email at [aconnors@nsdassoc.ca](mailto:aconnors@nsdassoc.ca)

Jennifer Garus  
Executive Manager

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## NSDA's New Practice Advisor



I am excited to have the opportunity to engage in the role of practice advisor with the NSDA. Prior to starting the new position with the NSDA, my career included food service management and clinical dietetics in continuing care settings. I became an auditor for the Continuing Competency Program (CCP) in February 2012 and occupied a member at large position on the NSDA board of directors in May 2014.

Since starting my role as practice advisor with the NSDA, I have assisted the Continuing Competency Committee in tabulating the CCP Evaluation Survey results, written and sent CCP audit feedback letters to members, and offered

members responses and support with various practice-related questions.

If you have practice-related questions, do not hesitate to forward these along. Examples of questions already asked include:

Is educating clients on blood glucose monitoring within my scope of practice?

I am unsure how to create a SMART competency goal, can you offer support in this area?

I am not sure how to complete the learning log to include impact on practice, can you assist me with this?

I am excited to have started this new role and look forward to supporting you with any practice related activities!

Amanda Connors  
[aconnors@nsdassoc.ca](mailto:aconnors@nsdassoc.ca)

## Q&A with Amanda

My workplace is expecting me to perform duties that I feel conflict with what dietitians would normally do. How would you suggest I handle it?

NSDA is often asked this question by members. A professional dietitian is accountable to practice according to professional [standards of practice](#). If an organization's policies conflict with what acceptable practice would be of a dietitian, the dietitian should discuss the conflict with the employer and may need to consider seeking employment elsewhere.

When completing a client care chart note, what information should I include?

Nutrition care documentation for individual client interactions should provide a clear picture of the nutrition assessment and findings, recommendations, and interventions (including advocacy, counseling, consultation and teaching). Documentation should be according to identified monitoring parameters. If a **complaint is received regarding your practice, the client's legal chart is the main source of information reviewed and considered in an investigation.** For more information, see [Documentation Guidelines for Dietetic Practice](#).



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What information is included in a shadow chart and how does this differ **from a client's medical chart?**

A shadow chart consists of personal notes separate from the health record. Dietitians maintaining shadow charts should follow applicable organizational policies related to **shadow charts**. **All original documentation is maintained on the client's health record**; however shadow charts may include copies of nutrition care notes, consult reports or other applicable information related to the nutrition care process (e.g. calculations). Dietitians need to ensure shadow charts are kept secure in order to respect client confidentiality and privacy

If I do not have time to document directly following an assessment is it acceptable to document at a later time?

Documentation of a nutrition intervention should occur within 24 hours of the intervention, however if this is not possible, the dietitian may document the entry as *late*, document when the intervention occurred, and sign the entry with the current date.

I am a private practice dietitian. What client information should I include in client health records and how long should I retain these records?

Private practice dietitians should retain records for ten years, and ten years after the age of majority (e.g. 19 years old) for minors.

**In addition to nutrition care notes, dietitians in private practice should ensure that a client's health record contains:**

- client's full name and address;
- date of each client visit;
- name and address of the primary service provider and any other referring health professional, if applicable;
- reason for referral, if applicable;
- client's relevant health history including medical, social, familial, and economic data related to the nutrition assessment;
- copies of any reports received from other health care providers/organizations (with appropriate consent);
- copies of invoices and receipts issued to clients.

When are interns ready to document in a legal chart? Should I cosign an **intern's chart note?**

As a preceptor, it is your responsibility to teach and evaluate your dietetic intern. An intern can record chart notes when they have been educated on legal chart documentation and you feel confident that the intern is capable of recording an acceptable chart note. **Co-signing intern's chart notes is not necessary**, however keep in mind that a preceptor is always ultimately accountable for client assessments, documentation and other clinical duties completed by an intern.



NEW: Documentation Guidelines  
 NEW: Position Statement: Use of Social Media in Dietetic Practice  
 Go to [www.nsdassoc.ca/publications](http://www.nsdassoc.ca/publications)

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The use of social media is growing. Is it professional for dietitians to use social media in their practice?

For more information about appropriately using social media in your practice refer to [NSDA's new position statement](#) on the use of social media in dietetic practice. There are many benefits to using social media.

In dietetic practice, social media can be used for:

- Professional development.
- Nutrition education and promotion.
- Answering general questions and providing general feedback about nutrition related topics.
- Promoting nutrition services or upcoming events.
- **Increasing dietitians' awareness of the current information that is read by the public, and the views and perceptions that the public have on nutrition topics.**



I realize that there is a risk of breaching confidentiality and privacy when using social media. Are there steps I can take to mitigate these risks?

When using social media, dietitians must:

- Focus on providing general information rather than individualized advice.
- Avoid interactions with individual clients.
- Avoid using client testimonials.
- Not post case studies based on past or current clients.
- Take precautions (e.g. obtain client consent) when posting photos
- Be aware that information and photos posted on social media will reach an indefinite number of people and should be considered permanent even when deleted or moved.

When using social media to offer nutrition advice, what should I consider?

Dietitians must ensure all information shared on social media is accurate, evidence-informed, current, and reflects best practice. When feasible and practical, it should be clearly stated that the information posted is not intended to replace individualized medical advice. When using social media, dietitians should do so in a manner that upholds the [NSDA Code of Ethics for Professional Dietitians](#).

Do you have a change in email address, a change in position, or name?  
Please email [info@nsdassoc.ca](mailto:info@nsdassoc.ca) to update the register.



## Continuing Competency Program Evaluation Survey

Thank you to all members for completing the CCP Evaluation Survey and offering valuable feedback. The Continuing Competency Committee is currently reviewing the data collected. Recommendations for changes will be presented to the board of directors at the November board meeting and communicated to dietitians shortly afterwards.



Rose Teasdale won the \$100 Indigo gift card for completing the survey.

## Continuing Competency Program Audit Results

All members who submitted goal evaluations and their learning log in 2015 were anonymously audited by a team of auditors. Every member received individualized feedback based on an objective auditing tool. The tool is on the public side of the [NSDA website](#).

	<u>2015</u>	<u>2014</u>	<u>2013</u>
Total # audits	134	146	160
Well done	115 (86%)	115 (78%)	73 (45.5%)
Satisfactory	17 (12.5 %)	27 (19%)	73 (45.5%)
Unsatisfactory	2 (1.5%)	4 (3%)	14 (9%)

If an auditor found a submission to be unsatisfactory, another auditor audited the submission again to confirm the result. Members with unsatisfactory results were invited to discuss the findings, and will be required to submit their 2015 goal evaluations and learning log in March 2016.

Overall, the most common findings were: goals were not learning goals, learning goals were too broad or activities on the learning log were tasks rather than learning activities. A [sample submission](#) is on the website.

**Several members who volunteered to audit this year's submissions have volunteered to act as a resource. If you have any questions, or would simply like a second pair of eyes to review your submission before you submit, please contact Amanda Connors at [aconnors@nsdassoc.ca](mailto:aconnors@nsdassoc.ca).**