



# Dietitians Board

## Te Mana Mātanga Mātai Kai

DECEMBER 2016

Newsletter to Practitioners

Protecting the health and safety of the New Zealand Public  
Promoting and enhancing the wellbeing of New Zealanders by ensuring dietitians practise safely, competently and effectively



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### CONTACT DETAILS

New Zealand Dietitians Board  
Te Mana Mātanga Mātai Kai

DDI: (+64) 4 474 0746  
Level 6, 22 Willeston Street  
Wellington 6141

PO Box 9644 Wellington 6141

Email  
[dietitians@dietitiansboard.org.nz](mailto:dietitians@dietitiansboard.org.nz)

Website  
[www.dietitiansboard.org.nz](http://www.dietitiansboard.org.nz)

*Tēnā koutou & welcome to the December 2016 Newsletter.*

The year is almost at an end and the Board has had a busy and productive year.

The Board wishes to convey its thoughts to dietitians and their families, and the communities, who may have been affected by the earthquake in North Canterbury, Kaikoura, Nelson/Marlborough and Wellington.

Many of you will be aware that the Board's office was closed for a couple of weeks following the earthquake on 14 November 2016. The building suffered some superficial damage and for health and safety reasons remained closed until these issues were addressed. Staff maintained business as usual by working remotely. Initially there were some issues with mail but this is now resolved. If you sent something by post please contact the office for follow up. Additionally the offsite archive facility has some damage and remains closed until into the New Year.

**A notification was put up onto the Board's website promptly after the quake to advise of the office closure and practitioners were emailed. Thank you for the messages of support during this uncertain time. Please keep an eye on the Board's website for important updates on a regular basis!**

This edition of the newsletter provides updates on Board initiatives and recent activity.

### NEW IT PLATFORM

The Board's new Website is now LIVE! Check it out at [www.dietitiansboard.org.nz](http://www.dietitiansboard.org.nz)

Log in information is being sent out for access to the Dietitians Portal – please contact us if you have any problems!

The new website provides clearer navigation; contains more information; links the website and the database; enables practitioners to update their contact details; provides a smarter online renewal system; includes a new look MyCCP

platform and enables online auditing functionality.

We hope you enjoy it! Your feedback and suggestions are welcome so please let us know if there is any information on the website that you would like to see included that is currently not there.

### MyCCP – NEW PLATFORM

The new MyCCP platform will operate as an **ePortfolio**. You are able to upload all your evidence and documents directly to your goals and activities. Supervisors are now able to view and comment and Auditors are able to audit online.

A guide to the new platform is being sent out with this newsletter and provides an overview of contents and how to navigate the platform. It also provides instructions on how to migrate your current MyCCP content into the correct fields if you have already begun logging your goals and activities.

There may be some initial inconvenience to adjust to the new formatting requirements but we are certain the benefits to practitioners going forward will offset this. The Board is excited and very happy to be moving to the new platform.

### DIETITIAN PRESCRIBING

Remember, if you are a Dietitian Prescriber it is a requirement each year that you successfully complete the **Online MOODLE Prescriber Update**. Please make sure you have completed it **BEFORE** the end of February 2017 so your APC renewal goes smoothly. Please contact the office **now** if you have lost your login!

### ANNUAL REPORT

The **Annual Report** is now available – you can find it on the Boards website under **News and Publications**.

### FEES FOR 2017

There is no change to any fees for 2017 – please refer to the **Fee and Form** page on the website

### STAFFING

The Board is very pleased to confirm the appointment of **Lucy Mouland** to the permanent position of **Registration Officer**. Lucy has for the last year undertaken a fixed term, 16 hour a week, contract as Registry Administrator. Lucy begins this position on **24 January 2017** and will be working Monday, Tuesday, Wednesday and Thursday.

### ONLINE APC RENEWALS

The **Online APC Renewal** process will run from **1 March 2017 – 31 March 2017**. Practitioners holding an APC for the **full practising year** will be able to use the online platform accessible through the **Dietitians Login** on the Boards Website.

**If you do not hold an APC or have only held an APC for part of the practising year you need to contact the Board for the renewal form.**

We will in due course move towards **everyone** being able to renew on line in 2018.

### BOARD MEETINGS 2017

The **Board will be meeting on the following dates in 2017**

- **16/17 February**
- **11/12 May**
- **17 August**
- **9/10 November**

If you have any matters you would like to raise with the Board please contact the Board's office 15 days prior to the meeting to ensure it can be added to the agenda.

### BOARD OFFICE POSTAL ADDRESS

We are still having mail going to the old PO Box which we have on a redirection service. Please check the forms you are using for supervision and other matters as it appears there are some floating around still with the old address on. Our details are:

PO Box 9644  
Wellington 6141

***Courier Deliveries***  
Level 5,  
22 Willeston Street  
Wellington 6141

Please remember if you change your name, address, contact details, supervisor or workplace, change your area of practice, take leave from your job which might include either maternity leave or overseas travel you are legally required to advise the Board promptly. Thank you for your co-operation.

Please contact the Board with any questions you might have, or visit the **website**.

### BOARD OFFICE HOLIDAY CLOSURE

The Boards Office will close at 4pm on Wednesday 21 December 2016 and reopen at 9am on Monday 9 January 2017.



**Finally we would like to thank Board members, office staff, Board contractors and members of Board working groups for all their hard work this year. On behalf of the Board and staff we would like to wish you all a very Merry Christmas and a safe and happy holiday.**

Nga mihi nui

*Sandy Clemett* **Chairperson** - *Sue Domanski* **Registrar**