



Dietitians Board

Te Mana Mātanga Mātai Kai

HAIEHEA 2019

RONGO PĀNUI

DRIVING THE CREATION OF A WORKFORCE THAT IS RESPONSIVE TO THE HEALTH AND WELLBEING NEEDS OF NEW ZEALANDERS

Tēnā koutou!



You know it's coming to the end of another year when the Pohutukawa begins to flower. The iconic Pohutukawa tree has become synonymous with Christmas in New Zealand; for most part, the flowering Pohutukawa represents the onset of summer and of another joyous Christmas season. The Pohutukawa tree also has a deep cultural significance for Māori, seen to connect the beginning and end of human life.

The Board take this opportunity to wish you all a
Meri Kirihimete and **ngā mihi o te tau hou**

BOARD UPDATES

The end of the calendar year provides a good opportunity to reflect on the mahi undertaken by the Board and the Secretariat. Some of the key activities and events over the past year have included:

- Development of a Strategic Direction to 2024 with a focus on improved engagement with stakeholders
- Met with Dietitians NZ formally and informally to discuss areas of shared interest
- Completed Accreditation Standards, Guidelines and Process
- Undertaken Accreditations of the three New Zealand Dietetic Training Programmes
- Cultural capability hui and the development of an aspiration to become a Te Ao Māori informed Board that is culturally capable and regulates a workforce that improves whanau wellbeing
- Composition of a Board waiata
- Changes in secretariat staffing and Board membership
- Presentations to students at all three dietetic education programmes
- Review of CPD credits for the 2020/2021 practising year
- Development of IT platforms which of particular note now enables online APC downloads, HPI numbers for practitioners
- Review, updates and development of policy documents (English Language requirements, Delegations, Naming Policy)
- Fee review and consultation

STATISTICS

787 - APC's issued during the calendar year

64 - Registrations granted during the calendar year

APPOINTMENTS

The appointment of the practitioner member to the Dietitians Board, advertised earlier this year (currently an appointment held by Laila Cooper), remains under consideration by the Minister of Health. Laila remains on the Board until such time she is reappointed or the Minister ends her tenure.

The Ministry of Health advertises vacancies for a range of statutory authorities, including crown entities, district health boards (DHBs), professional regulatory bodies and ministerial health committees on its website – you may be interested in making an application – to view the current vacancies, which are updated often, follow [THIS LINK](#)

CONSULTATIONS

FEE CONSULTATION

The Board recently invited practitioners and stakeholders to comment on the proposed changes to Annual Practising Certificate fees and other fees. The Board very much appreciated the time taken by some practitioners to provide submissions to the

consultation document.

Following a comprehensive review of future operational and occupancy arrangements, income and expenditure forecasts, and careful consideration of the submissions made, the Board determined a fee increase for some services was necessary and sought to find a balance between financial restraint and the reality of meeting legitimate increased costs.

A Gazette notice will be published soon for the new fee schedule (outlined below) which will come into force on 1 March 2020.

| Registration Fees | Current | From 1 March 2020 |
|---|---------------|-------------------|
| New Zealand Graduate Registration | \$300.00 | \$300.00 |
| Overseas Trained Dietitian Registration | \$300.00 | \$300.00 |
| Australian APD Registration under MRVRC | \$350.00 | \$350.00 |
| Return to Practice | \$175.00 | \$175.00 |
| Restoration of Name to Register | \$150.00 | \$150.00 |
| Overseas Trained Dietitians Assessment & Examination Fees | | |
| Recognition of Dietetic Qualification | \$1000.00 | \$1500.00 |
| Overseas Trained Dietitians Registration Written Examination | Direct to DAA | Direct to DAA |
| Overseas Trained Dietitians Registration Oral Examination | \$1000.00 | \$1500.00 |
| Annual Practising Certificate (APC) Fees | | |
| Issue of Annual Practising Certificate (APC) | \$575.00 | \$625.00 |
| Issue of APC paid after 31 March whilst holding APC for previous year | \$759.00 | \$825.00 |
| Issue of APC for reduced period – 1 December – 31 March | \$307.00 | \$300.00 |
| Annual Non Practising Dietitian - Maintenance of Registration | \$50.00 | \$90.00 |
| Other Services | | |
| Copy of Certificate (APC or Registration) | \$65.00 | \$70.00 |
| Certificate of Good Standing | \$65.00 | \$70.00 |

NAMING POLICY CONSULTATION

The Dietitians Board is now seeking feedback on its proposed **Naming Policy**. The new Naming Policy outlines how the Board may publish the name of a dietitian and the details of an order or direction made about that dietitian under the Health Practitioners Competence Assurance Act 2003 (HPCAA).

The need for the Board to develop this Naming Policy results from an amendment made by Parliament to the HPCAA earlier this year. The amendment requires the Board and other authorities operating under the Act to publish a Naming Policy. The Naming Policy is required to set out the principles and considerations that the Board must take into account when considering whether to publish an order or direction and to name the dietitian concerned. The proposed Naming Policy is [HERE](#) and submissions are due Friday 25 January 2020.

SECRETARIAT STAFFING

Hebe Robinson recently started a fixed term contract with the Board's Secretariat as Registration Officer and will be with us in a full time capacity until into March 2020. Hebe is currently on her second degree, this time in Architecture through Victoria University, following completion of an undergraduate degree in Art History gained at University of Otago and some time working in London. You can contact Hebe on registration.officer@dietitiansboard.org.nz

CONTINUING PROFESSIONAL DEVELOPMENT (CPD) - REFLECTIVE PRACTICE

Reflective practice is the ability to reflect on one's actions so as to engage in a process of continuous learning. The following questions may help you reflect on your professional development activities:

- How has the professional development activity contributed to the development of my knowledge, skills or attitudes?
 - How useful was it to me personally and/or my practice?
 - What particular new skills and knowledge have I acquired?
 - How does it fit in with my current practice, understanding or attitudes?
- How will, or can, I incorporate my new understanding/skill/attitude into my dietetic practice?
 - As a result of what I have learnt, what will I change in the way I work?
 - How could I prove/demonstrate that I made a change to my work/practice?
- How has my learning and development impacted others (my patients/clients/colleagues/service outcomes)?
- What additional learning do I need to undertake to further develop my skills and knowledge?
 - What other professional development activities could help me meet my learning goals?

CULTURAL COMPETENCE STANDARDS

A dietitian must be culturally responsive and create culturally safe environments for dietetic practice. In its simplest form, cultural responsiveness is having the ability to interact and respond effectively and respectfully with individuals who have a different background or perspective on life than that of the practitioner. Having the competence to build and maintain a strong rapport and to motivate and empower individuals from different cultures is imperative to dietetic practice.

The HPCA Act (s118) now specifies health practitioners must be competent to enable effective and respectful interaction with Māori. The Board reminds practitioners to include CPD that will support the maintenance and development of competence in this area.

The Boards [Professional Standards & Competencies for Dietitians](#) includes specific Competencies that can be used to guide practitioners in self-evaluation and the selection of appropriate professional development activities to meet the competencies.

CPD ANNUAL AUDIT 2019/2020

Under the Health Practitioners Competence Assurance Act 2003 (HPCA Act), the Medicines Act and other legislation, Registered Dietitians are obligated to maintain and enhance their competence as Registered Health Professionals.

Dietitians are required to meet annual recertification requirements to renew their APC each year. Every dietitian declares their commitment to meet annual recertification requirements when renewing their APC. This is subject to being audited. Each year around 15-20% of practitioners (with an APC) are randomly called for Audit to establish they have met minimum requirements.

The Dietitians Board provides a **Continuing Professional Development (CPD) Programme (MyCCP)** for dietitians to demonstrate they have met recertification requirements. Practitioners are encouraged to log and reflect on their CPD activities throughout the year, but all practising dietitians must complete and 'submit' minimum requirements **by 31 March** (APC expiry date) to renew their APC before 1 April.

Practitioners randomly selected for the **2019/2020 practising year CPD audit** will be **advised via email during the last week of January 2020**. If you are selected, please remember:

- Practitioners are audited on their routine MyCCP submission. **There is no requirement to provide any additional work or evidence for an Audit.**
- Practitioners called for Audit must 'submit' minimum requirements for recertification via the **Audit tab** on the MyCCP platform before 31 March 2020 - this can be done either before or at the time an annual declaration is made (be it to practise or be non-practising)

PLEASE NOTE CHANGES FOR 2020/2021

In response to practitioner feedback and available evidence, the Dietitians Board has clarified the **criteria for CPD credits** and broadened options for a variety of dietetic practice contexts. **The updates will be available on the MyCCP platform from 1 April 2020.**

The Board is committed to auditing practitioners' routine submission for meeting recertification requirements in a simple and efficient manner. **From 1 April 2020**, practitioners will no longer be advised that they are being selected for audit, a similar approach to other regulatory authorities. Practitioners will only receive a post-audit email that states: a) their routine submission was audited, and b) minimum annual requirements were met/not met.

DIETITIAN PRESCRIBERS

The latest Pharmaceutical Schedule has been uploaded. You can use the links below to access the latest required copy.

- Online view of the Pharmaceutical Schedule; updated every month can be found here: [Online Pharmaceutical Schedule](#)
- Pharmaceutical Schedule plus cumulative Updates; published every month can be found here: [Collated Schedule](#)
- A PDF copy of the Pharmaceutical Schedule; published each April, August and December can be found here: [Pharmaceutical Schedule](#)
- A PDF copy of the Update; published every month can be found here: [Update](#)

IMPORTANT REMINDER:

Practitioners are reminded that they are acting unethically if they direct scripts to any particular pharmacy. Whilst it is common place to fax a script to a pharmacy a patient has requested/named, to make a recommendation to a client/patient to go to a particular pharmacy is not acceptable.

The Board has become aware of practitioners directing patients/clients to a pharmacy based on 'price' and whilst a formal complaint was not laid this time that might not be the case in the future. Please prescribe ethically and responsibly.

NEW PRESCRIBER TRAINING

From 2020 onwards the Board will no longer be developing and delivering the **New Prescriber Training Course**. Dietetic Education Providers will be delivering the programme. More information with regards the new course will be disseminated in early 2020. If you wish to become a Dietitian Prescriber please register your interest with the Board.

ANNUAL PRESCRIBER UPDATE - MOODLE

The 2019/2020 Annual Prescriber Update on MOODLE is now available. This update is a requirement of all prescribing dietitians and can be found at <http://nzdb.onlearn.co.nz/>. Remember to add this completed activity to your MyCCP logs.

EXPRESSIONS OF INTEREST

The Board has a number of practitioners involved in various independent/external roles to support its regulatory responsibilities. These are contracted positions with an hourly/daily rate paid along with any travel costs. Such roles are: Auditors, Assessors, Moderators, Examiners, PCC members and Competence Reviewers. The Board also at times calls for working groups to be set up to oversee significant projects.

Currently the Board is seeking 'Expressions of Interest' from practitioners with regards the following:

- **CPD Audit Team Members**
 - The Board is seeking additional dietitians to join its CPD Audit Team.
 - Preferred applicants:
 - New Zealand Registered Dietitian with a current APC and 'Dietitian Prescriber' endorsement
 - Available in April for 10-15 hours
 - Understand the Board's CPD (MyCCP) Programme
 - Understand the principles of reflective practice, continuous quality improvement, and measuring impact/outcomes
 - Prior experience in conducting audits or evaluating learning outcomes
 - Ability to think critically and make decisions quickly
 - Ability to work independently and as part of a team
 - High degree of integrity
- **MCQ Moderator**
 - A practitioner with **expertise and interest in assessment** is required to work alongside another New Zealand Registered Dietitian and the Dietitians Association of Australia (DAA) to develop and moderate the Written Examination individuals (overseas trained/returning to practise after a long break) must pass to be able to practice in New Zealand and Australia.
 - This position would suit someone who understands entry level competency assessment, has developed and undertaken student assessments, has a broad dietetic overview and experience in practising in the New Zealand context.
 - Travel to Melbourne is required (once or twice a year) and some training will be provided in writing and assessing questions.
- **Prescribing Expert Advisory Group**
 - This is a new Advisory Group the Board is establishing to ensure it receives timely information to inform its governance and regulatory work
 - When required the Advisory Group would:
 - provide information and advice on prescribing matters and products
 - undertake a regular review of products dietitians prescribe
 - analyse practitioner prescribing
 - undertake projects or submissions on behalf of the Board
 - The Advisory Group will comprise of experienced dietitian prescribers from primary, secondary and tertiary workplaces and be representative of a wide ranging geographical area

If interested please contact the Registrar for more information before 7 February 2020 - dietitians@dietitiansboard.org.nz

ANNUAL DECLARATIONS FOR 2020/2021 – PRACTISING OR NON PRACTISING STATUS

The Annual Declaration period will commence on 1 March 2020 – **all** practitioners with an entry on the Register are required to make an annual declaration and pay the relevant fee.

Registered Practising (holding an APC) - **\$625**

Registered Non-Practising (usually made due to paternity leave, travel, taking a break – this status maintains your entry on the Register) - **\$90**

To undertake this annual recertification process you can access the online system through the **Dietitians Log-in** on the Boards website.

If you are uncertain whether you should renew or hold an APC for 2020/2021 please read the Board's [GUIDELINES](#) or contact the office. The requirement to hold an annual practising certificate is not restricted to provision of direct clinical care. It applies to any role that involves the safe, effective, delivery of services impacting on the public and, as such, includes part-time and voluntary work.

If a practitioner is found to be practising without an APC they may find themselves referred to a Professional Conduct Committee (PCC). **Please, practise safely and responsibly.**

2019-20 Sustainability Roadshow

Dietitians NZ is holding 8 sustainability events over the 2019-20 summer. All events will be 'on-farm' and focus on one of the main food groups. By bringing a diverse range of perspectives & incorporating learning of local food production initiatives, the events will provide current & accurate information regarding the sustainability of food systems in a NZ context.

[Check out the Programme HERE](#). For more information and general enquiries **Kath Fouhy, General Manager** is available via email at ceo@dietitians.org.nz or call her on +64 21 1044 416.



MĀORI DIETITIANS WANANGA

Te Kahui Manukura o Kai Ora (Te Kahui) invites Māori Dietitians to a **Māori Dietitians Wananga** – all are welcome, no matter where you are on your Te Ao Māori journey. This will be held at Horouta Marae in Porirua on Friday 28th and Saturday 29th February 2020.

For a Registration Form contact Brittani Beavis Brittani.Beavis@tpo.org.nz

NEXT BOARD MEETING 19 FEBRUARY 2020

If you have a matter you would like to raise with the Board please contact the Board's office at least 20 days prior to the meeting, to ensure it can be added to the agenda.

Should you have any questions about information held by the Board or about registration, holding an APC, CPD or supervision requirements please contact the Board's office.

Staff are happy to assist you meet your regulatory obligations and have their finger on the pulse of current policy and legislation.

Heoi anō tāku mō nāianeī - Ngā manaakitanga

Jennifer Pelvin Chair of the Board - Sue Domanski Registrar

Meri Kirihimete - ngā mihi o te tau hou



New Zealand Dietitians Board
Te Mana Mātanga Mātai Kai

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