

Continuing Competency of Registered Nutritionists EXPLANATORY NOTES



Aim of Continuing Competency

To ensure Registered Nutritionists maintain their professional competency.

Continuing competency acknowledges nutritionists are already pursuing continuing education opportunities and provides motivation for others to do so.

The following Nutrition Society rule pertains to continuing competency:

(g) Continuing Competency

All members of the Society who obtain admission as Registered Nutritionists shall on each 3rd anniversary of their admission, submit their completed application form before the Nutrition Registration Panel to remain as Registered Nutritionists. The application form will include the following information:

- qualifications and employment during the previous three years
- details of continuing competency
- the names of referees

As a Registered Nutritionist, you are responsible for determining your continuing competency requirements. There are currently no set criteria. Your application will be considered on its own merits. The registration panel will look to see that you have maintained the level of knowledge and experience reached on your initial application.

The panel will consider the following mix when determining if your application is successful:

- Continuing competency activities - records for up to the last 3 years before re-applying
- Relevant employment
- Two referees - referees reports not required
- Additional qualifications

It is highly recommended that at least one referee is a member of the Nutrition Society or a Registered Dietitian. It is self-evident that there are many fields of practice in the nutritional sciences and the panel trust that your professionalism will assure that you will practice only in your recognised field of expertise.

Registered Nutritionists who are part-time or take time out from the workforce

The same requirements need to be met by all Registered Nutritionists over the three-year period. The panel will consider activities over the total three-year period to account for time away from maintaining competency or work. Applicants need to show an effort has been made to maintain or return to competency activities when returning to the workforce with an emphasis on activities like contact with nutritionists and attending professional updates rather than delivering presentations.

Registered Nutritionists who have not applied for re-registration within 5 years of when it was due.

If you have not applied for re-registration within 5 years of when it was due, or have not been working in the field of nutrition, you will need to re-apply for full registration as opposed to re-registering.

Registered Nutritionists working in ‘practice’

The Registration panel advises that those currently registered in ‘practice’ should be regularly supervised or mentored by a Registered Nutritionist or Dietitian as part of continuing competency and providing competent advice to clients. In some circumstances, the panel will defer registration or re-registration until supervision is in place.

Dietitians

To avoid additional record-keeping, dietitians undertaking continuing competency for Dietitians NZ, can submit Dietitians NZ records in place of a record sheet if activities are applicable. An application form will still need to be completed.

Cost

There is no additional cost to re-register as this is covered by the annual registration fee.

Closing Date

The Registrar will send an email reminder informing you that your registration is due to expire, 3 months prior to your expiration date. Applications for registration close twice yearly on 28 February and 31 July.

Registrar

registration@nutritionistsociety.ac.nz

Completing the Application Form

Please print neatly or provide a typed application containing the information required. You will need to provide 7 copies of your application with each copy sorted with individual components stapled or held with a bull-dog clip.

All information collected on the application form is confidential to the registration panel. The information on your application form will remain on a database with the Registrar.

Record sheet:

You may complete the record sheet either electronically or on paper. Electronic copies are available from the Registrar.

Recording activities

Continuing competency is not measured by points or hours. It is your responsibility to decide what you need to do to remain competent. Record the time and duration of the activity to assist the panel in determining the overall amount of continuing competency undertaken. Give details of each activity in the record sheet.

A range of activities must be completed in accordance with your personal requirements for continuing competency. Try and complete activities from the three main categories: continuing education; teaching, presentations, publications; contact with other nutritionists. The following gives examples of a wide range of activities. The range is not limited to these suggestions. Add in other activities as appropriate and relevant. Some activities may fit in more than one category, please record once in the category of your choice.

Continuing education (activities which contribute to increased knowledge or skills)	
Conferences	<ul style="list-style-type: none"> NZDA, Nutrition Society, NZIFST, PHA
Workshops, seminars, short courses	<ul style="list-style-type: none"> ANA forum, Treaty workshop, evaluation seminar, computer course, small business course
Lectures	<ul style="list-style-type: none"> Lectures must have a professional/scientific basis Visiting speakers, open lectures
Journal clubs	.
Self-directed personal study	<ul style="list-style-type: none"> Reading journals and textbooks, reading articles, newsletters, reading relevant information from the Internet, webinars, podcasts. ** See Appendix Two for examples
Practice visit	<ul style="list-style-type: none"> A site visit to other institutions or relevant work places. Visit to business unit, community, research institution, tertiary institution.
New Qualifications e.g. PG Diploma, Masters	<ul style="list-style-type: none"> PG Dip in Community Nutrition, PG Dip in Public Health, Certificate in Sports Nutrition
Teaching, presentation, and publication	
Delivering formal lectures	<ul style="list-style-type: none"> Lectures to students attending tertiary institutions.

Teaching/presentation	<ul style="list-style-type: none"> • Presentations at conferences, seminars, workshops and educational meetings. Audiences may be teaching staff, colleagues, community groups, health professionals, sports groups, food industry.
Supervision	<ul style="list-style-type: none"> • Supervision of students, e.g. student dietitian, community nutrition student, Food Technology student
Research	<ul style="list-style-type: none"> • Research project, writing research grants
Publication of scientific or educational material	<ul style="list-style-type: none"> • Journal paper, booklet or poster for educational purposes, newspaper, newsletter, magazine article, or other consumer information, position paper.
Practical activities	<ul style="list-style-type: none"> • Development of a new teaching course, development of a new market, development of a new product, writing a book, making a DVD, radio or TV programme. • Organising or exhibiting at an expo/festival/workshop etc.
Curriculum Design	<ul style="list-style-type: none"> • Course development, management, review, assessment.
Contact with nutritionists and reflection on practice	
Professional association	<ul style="list-style-type: none"> • Involvement in professional association, e.g. Nutrition Society, NZDA, NZIFST, special interest group.
Networking	<ul style="list-style-type: none"> • Regular networking meeting e.g. private practice dietitians, branch meetings, information-sharing with colleagues. • Contact with overseas nutritionists on relevant topics.
Practice Visit	<ul style="list-style-type: none"> • University, research institution, food industry etc.
Mentor/peer review/professional supervision	<ul style="list-style-type: none"> • Providing or receiving professional support to reflect on work practices and self-development through professional supervision, a mentor, work colleagues, a peer or group of peers.
Other	
Business-related	<ul style="list-style-type: none"> • Business plan for a new project, proposal for a new service, development of a new initiative, starting a business, project management course, accounting programme.
Advocacy	<ul style="list-style-type: none"> • Submissions and letters on nutrition and food related issues, e.g. Ministry of Health strategic plan, FSANZ documents, advertising.

Courses/workshops	<ul style="list-style-type: none"> • Treaty workshop, evaluation seminar, computer course, media course
Community Service	<ul style="list-style-type: none"> • Advice/consultation to Ministry of Health, FSANZ, MPI, Industry.
	<ul style="list-style-type: none"> • Part of a working group.

Fields of expertise for Registration as a Nutritionist

A Registered Nutritionist will be registered in their field of expertise as determined by the Registration Panel.

Scientific research - academic

Generally working in academia or a scientific institute, regularly publishing peer-reviewed research.

For example, Scientist at Plant and Food Research, scientist at a university.

Scientific research – industrial

Generally working in a scientific institute or food-related company, regularly publishing peer-reviewed research.

For example, Scientist at Fonterra.

Practice

Working with individuals or small groups offering nutrition advice.

Mentored or undertaking professional supervision with a Registered Nutritionist or Dietitian

For example, medical practice, sports organization, primary health organisation, Maori or Pacific health provider.

Public health

Working in health promotion, policy, advocacy, resource development, nutrition communication, community education.

For example, Health Promotion Agency, Heart Foundation, DHB Public Health Unit

Education

Working in an educational institute, planning courses, delivering lectures/seminars/classes, assessment of work. For example, university, institute of technology, school.

Industry

Provide advice to industry clients, technical and nutrition information, marketing. For example, Fonterra, Beef and Lamb, Nestle, Wyeth, infant feeding.

Food-service

Working in a food-service setting providing nutrition expertise for menu-planning, recipe development etc.

For example, Hospital food-service, catering company.

Nutrition Communication

Nutrition and health journalism and media work, marketing, public relations, food-writing, and other communication of nutrition-related messages.

For example, Food-writer, food industry board, public relations company

Appendix One: Example Record of Continuing Competency Activities

The following gives an example of the amount of continuing competency activities required for one year.

Date	Activity	Description	Time/size of activity
	Continuing education	<i>Activities which contribute to increased knowledge or skills</i>	
ongoing	Self-directed reading	<ul style="list-style-type: none"> • Diabetes NZ website • Arbor Clinical Nutrition Updates • Healthy Food Guide Magazine • Complete Nutrition on line journal • FOE newsletters • Sanitarium - Good Food News and Nutrition Research Bulletin • GI News • Natural Health Research Review • NZ Diabetes & Obesity Research Review • NZ Doctor • NZIFST Food NZ • GP Research Review • Unilever- Perspective- Nutrition News & Views • Watties- Baby Feeding News • GP Weekly • Science Media Centre • New Zealand Medical Journal • American Journal Clinical Nutrition • World Health Organisation 'Global action plan for the prevention and control of non-communicable diseases' 2013–2020 • -Ministry of Health policy documents, reports relating to public health, nutrition, physical activity, obesity, determinants of health 	Average of 3-4 hours per week

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25 Feb	Conferences/workshops	<ul style="list-style-type: none"> • ANA forum - Updates from Ministry of Health, Health Promotion Agency, examples of good practice 	1 day
29, 30 May		<ul style="list-style-type: none"> • Nutrition Society conference - Included presentations on food and mood; food choice, sports nutrition 	2 days
16 June		<ul style="list-style-type: none"> • Nutrition Foundation Breakfast Seminar, Vitamin D update 	1 hour
24 July		<ul style="list-style-type: none"> • Media Course- Health Promotion Agency course on media and social marketing 	4 hours
2/3 Sept		<ul style="list-style-type: none"> • Treaty Course- The relationship between the treaty and health promotion 	1 day
30 Sept		<ul style="list-style-type: none"> • Webinar: A conversation on caffeine – presentations by Chief Scientist FSANZ 	1 hour
1 Nov			
Teaching, presentation, and publication			
March	Contributed to Technical Report	<ul style="list-style-type: none"> • Wrote 2 background papers on meat and nuts for Heart Foundation Report "<i>Nutrition and Cardiovascular Disease: An Evidence Summary</i>" 	80 hours
April 20	Article in Nelson Mail	<ul style="list-style-type: none"> • Contributed to feature article on breakfast ideas 	1 hour preparation 1 hour interview
August	Academic paper published	<ul style="list-style-type: none"> • Smith K, Jones J. Evaluation of a weight-loss programme. Journal of Primary Health Care. Jan 2012 	Lead author
July 18 th	Presentation to chef students at local polytechnic	<ul style="list-style-type: none"> • Discussed Food and Nutrition Guidelines, recipe modification. 	3 hours preparation 1 hour presentation
June 22 nd	Presentation to Girl Guide Leaders	<ul style="list-style-type: none"> • Women's nutrition issues - osteoporosis, low-fat diets, iron, reading food labels, food and nutrition guidelines. 	2 hours preparation 1 hour presentation

August 2, 9, 16	Presentation to Fire Service	<ul style="list-style-type: none"> General healthy eating, food preparation ideas for the fire station 	3 hours preparation 3 x 1 hour presentations
Ongoing	Article ANA Newsletter	<ul style="list-style-type: none"> Articles on Food Security 	1 day
Quarterly	Nutrition lecture	<ul style="list-style-type: none"> Nutrition sessions with nursing students 	4 x 3 hours preparation 4 x 1 hour presentations
	Contact with nutritionists		
Ongoing	Peer support with colleague (public health dietitian)	<ul style="list-style-type: none"> Ongoing discussion regarding nutrition issues, reviewing each other's work, working on our strategies as a team. 	Weekly meetings
Quarterly	Regional Nutrition Network Meetings	<ul style="list-style-type: none"> Public health nutritionists meet to discuss relevant issues, 	Quarterly meetings
Two monthly	Dietitians NZ Continuing Competency Programme teleconferences	<ul style="list-style-type: none"> Teleconference presentations with other nutritionists, dietitians followed by discussion of topic eg Vitamin Supplements 	6 hourly teleconferences per year
Ongoing	Mentoring nutrition student	<ul style="list-style-type: none"> Planning, managing and reporting on study and work experience 	Variable but averages 2 hours a month
	Other		
Ongoing	Joint submissions	<ul style="list-style-type: none"> Food labelling District Health Board Strategic Plan (including section on nutrition, physical activity & diabetes) 	Variable but averages 1 hour per week over the year
Fortnightly	Soup kitchen	<ul style="list-style-type: none"> Volunteering at local soup kitchen 	1 evening every 2 weeks
Feb - April	Open Polytechnic	<ul style="list-style-type: none"> Certificate in Adult Education 	12 x 3 hour sessions Study 30 hours

Appendix Two: Examples of self-directed personal study

This list of continuing competency activities does not contain all the possible opportunities for self-directed personal study. The activities are not assessed on merit.

Websites/Email Services

Sites that contain useful nutrition information for consumers and/or health professionals. Some of the sites offer regular newsletters or updates for Health Professionals.

Academy of Nutrition and Dietetics: www.eatright.org

Agencies for Nutrition Action: www.ana.org.nz

Allergy New Zealand: www.allergy.org.nz

Auckland Regional Public Health Services:
<http://www.arphs.govt.nz/nutritionfact-sheets>

Australian Heart Foundation: www.heartfoundation.org.au

Beef and Lamb New Zealand: www.beeflambnz.co.nz

British Nutrition Foundation: www.nutrition.org.uk

Cancer Society NZ: www.cancernz.org.nz

Center for Disease Control and Prevention: <http://www.cdc.gov/HealthyLiving/>

Cochrane Collaboration: www.cochrane.org.nz

Coeliac New Zealand: www.coeliac.co.nz

Commonwealth Scientific and Industrial Research Organisation (CSIRO):
www.csiro.au

Community and Public Health (Canterbury District Health Board):
www.cpublichealth.co.nz

Consumer New Zealand: www.consumer.org.nz

Diabetes New Zealand: www.diabetes.org.nz

Dietitians Association of Australia: www.daa.asn.au

Dietitians New Zealand: www.dietitians.org.nz

European Food Information Council (EUFIC): www.eufic.org

Everybody: www.everybody.co.nz

Fight the Obesity Epidemic: www.foe.org.nz

FIZZ: Fighting sugar in soft drinks: <http://www.fizz.org.nz/>

Food Composition Database – NZ: <http://www.foodcomposition.co.nz/>

Food Standards Australia NZ: <http://www.foodstandards.gov.au>

Foodwatch Nutrition Centre: www.foodwatch.com.au

Health Improvement and Innovation Resource Centre: <http://www.hiirc.org.nz/>

Health Promotion Agency: <http://www.hpa.org.nz>

Health Promotion Forum: www.hpforum.org.nz

Healthy Food Guide: www.healthyfood.co.nz

Heart Foundation: www.heartfoundation.org.nz

High Performance Sport NZ: <http://www.hpsnz.org.nz/>

International Food Information Council (IFIC): www.ific.org

Ministry of Health: <http://www.health.govt.nz/our-work/preventative-healthwellness/nutrition>

Ministry of Primary Industries: <http://www.mpi.govt.nz/>

New Zealand Nutrition Foundation: www.nutritionfoundation.org.nz

Nutrient Reference Values Australia/NZ: <http://www.nrv.gov.au/index.htm>

Nutrition Australia: www.nutritionaustralia.org.au

Nutrition Navigator (A rating guide to nutrition websites)
<http://navigator.tufts.edu/>

Research Reviews (free online medical journals): www.researchreview.co.nz

Robert Wood Johnson Foundation: <http://www.rwjf.org/en/about-rwjf.html>

Science Media Centre – SMC Heads Up:
<http://www.sciencemediacentre.co.nz> Sport New Zealand:
<http://www.sportnz.org.nz/>

Te Hotu Manawa Maori: <http://www.tehotumanawa.org.nz/>

Unilever ("Perspective- Nutrition News & Views"):
www.unileverhealthcarenutrition.com.au

US National Institutes of Health: www.nih.gov

World Health Organisation: <http://www.who.int/nutrition/en/>

5+aDAY: www.5aday.co.nz

Professional Organisations

Nutrition Society of New Zealand: www.nutritionssociety.ac.nz

Dietitians New Zealand: www.dietitians.org.nz

NZ Institute of Food Science and Technology (NZIFST): www.nzifst.org.nz

Public Health Association: www.pha.org.nz

Universities

AUT University www.aut.ac.nz/

Massey
University www.massey.ac.nz/massey/learning/departments/institute-foodnutrition-human-health/ifnhh_home.cfm

University of Auckland www.fmhs.auckland.ac.nz/sms/nutrition

University of Otago <http://nutrition.otago.ac.nz/>