

Position Classification Standard for Dietitian and Nutritionist Series, GS-0630

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SERIES DEFINITION

This series includes positions that advise on, administer, supervise, or perform work in human nutrition requiring the application of professional knowledge of dietetics or nutrition directed toward the maintenance and improvement of human health.

Dietetics is an essential component of the health sciences, usually with emphasis on providing patient care services in hospitals or other treatment facilities. The work of the dietitian includes food service management, assessing nutritional needs of individuals or community groups, developing therapeutic diet plans, teaching the effects of nutrition on health, conducting research regarding the use of diet in the treatment of disease, or consulting on or administering a dietetic program.

Nutrition is the science of food and nutrients, their uses, processes, and balance in relation to health and disease. The work of nutritionists emphasizes the social, economic, cultural, and psychological implications of food usually associated with public health care services or with food assistance and research activities. The work includes directing, promoting, and evaluating nutritional components of programs and projects; developing standards, guides, educational and informational material for use in Federally funded or operated nutrition programs; participating in research activities involving applied or basic research; or providing training and consultation in nutrition.

This standard cancels and supersedes the standard for this series which was issued in December 1966.

EXCLUSIONS

The following kinds of positions are excluded from this series:

1. Positions concerned with the art and science of homemaking, including the purchase, preparation, and service of food, the selection and making of clothing, the selection of furnishings, the care of children, and the care of the house should be classified in the [Home Economics Series, GS-0493](#). These positions are concerned with applied nutrition in terms of normal food preparation practices for family care and household management, whereas the dietitian and nutritionist are concerned with food service management in medical care facilities or in health or food assistance programs; and in terms of normal food consumption as distinguished from the dietitian or nutritionist who provides individualized nutrition counseling to meet a specified intake of one or more nutrients, such as carbohydrates or sodium.
2. Positions which require training and registration as a professional nurse should be classified in the [Nurse Series, GS-0610](#).

3. Positions responsible for providing advice on or conducting analytical studies of programs involving a total public health program. (See the [Public Health Program Specialist Series, GS-0685](#).)
4. Positions concerned with the study and analysis of food processing and preservation methods. (See the [Food Technology Series, GS-1382](#).)
5. Positions which involve responsibility for supervising or performing food preparation or service activities but which do not require a full professional knowledge of dietetics or nutrition. (See appropriate wage grade standards, and also the [Food Services Series, GS-1667](#).)
6. Positions responsible for performing basic (particularly laboratory) research in the field of nutrition should be classified in the occupational series most representative of the specific functions performed, and of the knowledge applied and qualifications required. While positions performing food and nutrition research, such as metabolic studies involving humans and animals or consumption by humans of food or nutrients, may appropriately belong in this series, examples of other series which may be appropriate to consider are: the [Chemistry Series, GS-1320](#), the [General Biological Science Series, GS-0401](#), the [Physiology Series, GS-0413](#), and the [Microbiology Series, GS-0403](#). Positions in the GS-0400 group, for example, may include research on nutrients in relation to cell growth, genetic mechanism of cells, the development of various cultures and their impact on the whole animal.
7. Positions which involve the performance of nonprofessional work of a technical, specialized, or support nature not requiring full professional knowledge of dietetics or nutrition should be classified in the [Health Aid and Technician Series, GS-0640](#). Technicians or assistants work under the supervision of professional dietitians or nutritionists and perform such assignments as planning acceptable menus, orienting and training nonprofessional personnel in departmental procedures, sanitation, and housekeeping practices, and contacting patients or clients about food acceptancy and advising them regarding simple diet modification.

OCCUPATIONAL INFORMATION

The practice of dietetics and/or nutrition is both a science and an art in that it requires technical knowledge plus skill in performance. It is concerned with health as it is affected by food and nutrients, and with the total bodily processes by which food is ingested, absorbed, metabolized, and eliminated. It involves the total system by which food is produced, processed, distributed, stored, and prepared for eating. Finally, dietetics and nutrition are concerned with the social, economic, cultural, and psychological factors which relate to food and eating habits.

Dietitians and nutritionists are frequently involved with individuals and groups requiring special understanding and treatment of their unique problems such as American Indians, Alaska Natives, low income groups, elderly, infants, the mentally ill, and people with special medical problems. For example, the dietitian or nutritionist concerned with American Indians must consider the

socioeconomic differences of reservation life, religions, taboos, language and acceptance barriers, special medical and psychological problems, and diet preferences of various tribes.

Trends in Dietetics and Nutrition

Previously, the trends in dietetics were for a greater emphasis on the management aspects of food administration instead of the traditional direct supervision of food production and service, and for an increasing demand for professional services related to diet therapy, patient education, and research support.

Today, overall trends in dietetics and nutrition are toward specialization, the growth of preventive care, and the team approach which is replacing the single discipline approach. Specialization is evolving because of our expanding knowledge, such as new drugs and treatment methods, diet-drug interactions and the development of alternate feeding methods, as well as the increasing complexity of medical care. Additionally, legislation of the 1970's, particularly the 1972 amendment of the Social Security Act which mandated professional review of health care delivered to recipients of Medicare, Medicaid, and the Maternal and Child Health/Crippled Children programs, has further affected the responsibilities of the nonphysician health care practitioners, and moved the services closer toward the team approach.

For example, the 1972 legislation (P.L. 92-603) created the Professional Standards Review Organization (PSRO) as a system for evaluating the quality of health care. The PSRO review is designed to assure that all health care is necessary, that it meets professional standards, and that it is provided economically in an appropriate health care setting. Although the PSRO is composed of physician members, the services provided by nonphysicians are recognized, and the review of care provided by nonphysician health care practitioners is to be performed by their peers. The PSRO's are to assure that nonphysician health care practitioners participate in:

- Developing and revising criteria and standards for their discipline,
- Establishing mechanisms to review the care provided by each type of practitioner,
- The actual review of care,
- Locating or developing an appropriate educational activity when review results indicate an educational need among non physician health care practitioners.

Dietitians and nutritionists therefore have a role in setting performance standards for nutritional care, and for evaluating the quality and effectiveness of services provided.

DIETITIAN

Most of the dietitians in the Federal service are located in hospitals. Others are employed in domiciliary institutions, treatment centers, or clinics, some located within hospitals and others separate from hospitals. A growing number are based in hospitals but function in the

community. Dietitians are also employed by agencies administering Federally funded programs involving an aspect of nutrition for which the qualifications of a dietitian are required.

Organizationally, the dietary service in a hospital or similar institution is generally divided into two main functions: administrative and clinical or therapeutic specialties (see discussion below).

In larger organizations dietitians tend to specialize in a particular activity under one of these main functions. In smaller organizations the activities of the dietitians become more generalized. Because different hospitals have different activities and objectives, dietetic organizations differ in the range of work undertaken, the kinds of nutritional and administrative problems dealt with, the size of the dietetic staff, the emphasis on teaching or research, and other characteristics

For the sake of uniformity the American Dietetic Association has recommended terminology to distinguish among subspecialties in dietetics and nutrition. In the discussion below, and in the illustrations of assignments in the Factor Level Descriptions, the ADA-recommended terminology has been followed. However, because all dietitians share a body of knowledge which is qualifying for this series, the following subspecialties are not recognized either in the titling practices of this standard or in the qualification standard for the GS-630 series. It may be necessary to use these subspecialties for quality ranking or selective certification when the particular position to be filled clearly requires some specialized education and/or experience in a subspecialty area.

Administrative Dietitian: The administrative dietitian, some times called food service systems management dietitian, is a member of the management team and is responsible for the nutritional care of groups through the management of food service systems providing optimal nutrition and quality food. Typical responsibilities include: planning, controlling, and evaluating food service; managing budget resources; establishing standards of sanitation, safety, and security; developing menus and evaluating client acceptance; developing specifications for the procurement of food, equipment, and supplies; planning layout designs and determining equipment requirements; conducting studies to improve the operations, efficiency, and quality of food service systems.

Clinical Dietitian: The clinical dietitian is a member of the health care team and is primarily concerned with therapeutic diets for individuals or groups who are located in hospitals, normal and extended care facilities, and long-term care facilities. The clinical dietitian assesses nutritional needs and the nutritional status of individuals through dietary histories of individuals, laboratory values, anthropometric tests, and similar methods; counsels individuals and families on dietary plans, adapting plans to the individual's therapeutic needs and life style; participates in health team rounds and serves as the consultant on nutritional care; compiles or develops educational materials and uses them as an aid in nutrition education; and interprets and utilizes pertinent current research related to nutritional care. The largest percentage of dietitians are clinical dietitians involved in patient care, and may be responsible for one or more wards or clinics which treat patients with general or specialized problems, such as kidney disease, diabetes, gastro-intestinal disease, spinal cord injury, and numerous others. The area of critical care and nutrition support requires highly specialized knowledge on the part of the clinical dietitian in nutritional assessment, parenteral and enteral nutrition, and critical care delivery systems.

Community Dietitian: The community dietitian functions as a member of the community health team, assessing the nutritional needs of individuals and groups within the community, and planning, coordinating, and evaluating the nutritional component of health care services. The community dietitian, as described in illustrations in this standard, is usually based in a hospital, and participates in out-placement programs for patients in private homes, group care facilities, or nursing homes. The dietitian monitors and evaluates the nutritional services provided to these patients. Typical duties include: developing and implementing a plan of care based on nutritional needs and available sources; counseling individuals and families, and consulting with community groups; evaluating food service systems and making recommendations; planning and conducting studies; and promoting and providing training in nutrition. There are very few full-time positions in this subspecialty, although many of these responsibilities comprise a portion of the clinical dietitian's assignments.

Research Dietitian: Those positions whose primary purpose is to plan, investigate, interpret, evaluate, and expand knowledge in one or more areas of dietetics are research positions, and generally require advanced preparation in dietetics and in research techniques. Research dietitians initiate, plan, carry out, and interpret their own research. It should also be noted that clinical dietitians are frequently called upon to assist physicians in experimental or research projects of limited scope, such as evaluating the course of a given diet on the status of a patient. In these cases the dietitian recommends the nutrition plan for the studies, and participates by developing precise and complete data on patient nutrient intake and output, under controlled conditions. The dietary records then become basic data in the scientific investigation.

Teaching Dietitian: The teaching dietitian usually has advanced preparation in dietetics or education, and is responsible for planning, conducting, and evaluating training programs, which may include responsibility for an internship program. The responsibility for teaching varies. For example, the continuing development of the professional dietetic staff, the in service training of the nonprofessional staff, and the instruction of patients is a function of all dietetic services. However, there are some situations where one or more dietitians are involved in the planning and conducting of training for dietetic interns, coordinated undergraduate students, medical students, medical and surgical interns, nurses, nursing students, house staff, and others in the allied health services.

Consultant Dietitian: The consultant dietitian, with experience in administrative or clinical dietetic practice, affects the management of resources by providing advice or services in nutritional care. The consultant dietitian performs such functions as evaluating food service systems and nutritional care plans; developing menus, budgets, records systems, and educational materials; recommending layout design and equipment needs, as well as sanitation, safety, and security procedures; and counseling clients and consulting with health care teams.

Professional Knowledge, Skills, and Abilities

A common core of knowledge is basic to the training of dietitians. Minimum undergraduate requirements have been outlined by the Council on Educational Preparation of The American Dietetic Association to assure uniform standards of quality and responsiveness to the country's needs.

For the specializations described above, four undergraduate curricula have been developed--general, management (also called administration), clinical, and community dietetics--which provide the basic knowledge necessary for professional practice at the entry level. Highlights of the basic knowledge, skills, and abilities follow:

1. Ability to develop normal and therapeutic diets.
 - Knowledge of physiology to understand the functioning of the various systems of the human body, such as the digestion of food, nutrient absorption, transport, and metabolism.
 - Knowledge of the interrelationships of chemical organic and inorganic compounds, such as vitamins, enzymes, and hormones, in bodily functions.
 - Knowledge of microbiology, particularly factors which promote or inhibit growth of various microorganisms which are important in relation to food and health.
2. Ability to adapt normal and therapeutic diets to the group's and to the individual's cultural, religious, economic needs and preferences.
 - Knowledge of sociology or psychology to understand the individual's basic social needs, developmental processes, and culturally acquired attitudes and habits.
 - Knowledge of the fundamental principles of the American economic systems to understand costs, cost fluctuations, and similar matters.
3. Skill in the application of the professional sciences of food, nutrition, and management.
 - Ability to analyze physical and chemical changes occurring in food during storage, preservation, and preparation in terms of food composition and quality.
 - Ability to design dietary plans for meeting the physiological needs of individuals and groups, based on a knowledge of food composition, nutrient requirements of individuals in various environments and stages of the life cycle, and aesthetics, including colors, flavors, texture, temperature, shape, and consistency.
 - Ability to develop food standards and assure quality control.
 - Ability to evaluate and interpret research findings in the professional sciences.

- Ability to apply a knowledge of the managerial processes of planning, organizing, leading, evaluating, and controlling financial, material, and human resources.
 - Ability to integrate nutrition services into the health delivery system including the preventive program.
4. Skill in applying the communication sciences in dealing with patients, other professionals, community and other groups.
- Ability to use effective oral communication techniques in persuading and informing individuals and groups.
 - Ability to organize and write technical reports, procedures, pamphlets, and similar documents.
 - Ability to apply basic mathematics, including equations, metric system, variables, matrices and similar techniques.
 - Ability to use learning theory, teaching materials, and other resources to promote the learning process with individuals and groups.

In addition to these basic requirements, dietitians receive some specialized education in administration, clinical dietetics or both. For example, the administrative specialty includes courses in labor relations, financial management, and food service systems management, whereas the clinical specialty includes additional biochemistry and nutrition in disease. The general and the community dietetic program includes both food service systems management and nutrition in disease, as well as psychology, sociology or anthropology, and community health. Besides classroom training, most coordinated undergraduate programs and internships are designed to include some supervised practical experience in each of the dietetic specializations, although the greatest percentage of time is concentrated in the area of specialization.

Upon completion of an accredited curriculum and internship the dietitian may seek professional registration. A registered dietitian (RD) is a person who meets the qualifications established by the Commission on Dietetic Registration of the American Dietetic Association. Among the requirements for registration are the successful completion of the examination for professional registration and the maintaining of continuing education requirements. The Registered Dietitian may work in one or a combination of dietetic subspecialties.

NUTRITIONIST

A nutritionist is responsible for the nutrition component of health or food assistance services. Generally speaking, the nutritionist works with community programs, whereas the dietitian primarily works in the health care delivery system. Nutritionists are usually located in agency

headquarters, regional offices, or field activities serving a community, and perform a variety of duties in program direction or management, advisory or consultant roles. Similar to the dietitian, a wide variety of specialties are available to the nutritionist, of which the following are most commonly found in the Federal sector.

Nutritionist: The nutritionist is a specialist in human nutrition who directs knowledge and competence toward the maintenance and improvement of nutritional status through services to groups or individuals, in program administration, in teaching and/or research. Work may be in welfare and social agencies, agricultural agencies, food assistance programs and educational agencies and entails such duties as assessing nutrition needs and target population, planning, organizing, directing, coordinating, and evaluating the nutrition component of programs and projects; interpreting food and nutrition legislation and research for other professionals and the consumer; providing consultation and training in nutrition to administrators, other dietitians and nutritionists and to other disciplines in programs such as education, social service and agriculture; developing standards and guidelines for nutrition services, identifying research needs, and developing and conducting dietary studies.

Public Health Nutritionist: The public health nutritionist is the member of the health team responsible for planning, developing, administering, coordinating and evaluating nutrition programs and services as a part of public health programs. Responsibilities include duties such as assessing and analyzing nutritional needs and problems which have complications for the health of populations; recommending action or approaches, including legislation, to solve nutrition related health problems; developing nutrition standards, policy guidelines and criteria for health programs; interpreting trends and developments in nutrition and in health technology and research; providing professional consultation on nutrition to official and voluntary agencies, legislators, planners, administrators, health professionals and other staff to establish, extend, improve and maintain quality of nutrition and services; conducting and participating in national and regional conferences and workshops to improve the knowledge base and competency of health care providers and health planners; stimulating nutrition research proposals and providing technical assistance to investigators; providing leadership to other nutritionists, dietitians and health professionals in the development and improvement of nutrition services as an integral component of health care programs.

Nutritionist in Specialized Areas: Current specialized areas include maternal and child nutrition (including mental retardation and handicapping conditions of children), school nutrition and health, group feeding, gerontology, chronic disease, rehabilitation, clinical dietetics, group food service, research, and education and training. Responsibilities involve developing, implementing, and promoting the nutrition component of the specialty area, and coordinating this with the goals of the overall nutrition program; informing and training other staff or program coordinators in current developments in the specialty area; maintaining liaison with agencies, professional organizations, universities, and others who have an interest or are conducting research in the specialty area; cooperating in the development of research plans and procedures for the assessment of current practices and identification of needs for nutrition service.

Community Nutritionist: The community nutritionist functions as a member of the community health team, assessing nutrition needs of individuals and groups in the community. The

community nutritionist's function is primarily to provide education and information to the community by individual and group counseling, through displays and education materials, and through other information channels, such as newspaper and radio.

Nutritionist in Administration: A nutritionist in administration establishes policies, and develops, organizes, and administers coordinated food assistance programs or nutrition services. This includes interpreting or planning policy and actions related to changing health, service, or program needs; determining program priorities through the projection of anticipated benefits and expected costs; mobilizing and allocating resources; recruiting and training staff; providing expert nutrition consultation and technical assistance; establishing effective working relationships within and outside the agency in matters related to nutrition; and evaluating the effectiveness of program service provided.

Professional Knowledge, Skills, and Abilities

The baccalaureate education is essentially the same as that for the dietitian, particularly the curriculum for community dietitians which includes instruction in nutrition problems in vulnerable population groups and of techniques used to alleviate these problems.

The master's level of education includes advanced study in nutrition, and may include one or more of the following: public health, institutional food service, management and food service, food economics, the behavioral sciences, and education theory and practice, with particular emphasis being placed on program planning, administration, and evaluation of procedures.

In addition to the master's degree, further training or experience may be required for some of the highly specialized areas, particularly maternal and child health, mental retardation and multi handicapping conditions, group or institutional food service or management, food science, research, and education. For example, in maternal and child health, additional knowledge should include nutrition, growth, and special needs during pregnancy, and from infancy through adolescence, as well as a knowledge of available public health programs and services. In mental retardation and multi handicapping conditions the nutritionist must understand nutrition needs, techniques and management of feeding, genetics, metabolism, family dynamics, and public health services and functions. Positions concerned with group or institution food service require appropriately related knowledge and skills in food service administration and nutrition related to both health and disease. Positions concerned with food science must have a knowledge of food composition, chemistry, and food technology. Positions concerned with research require skills in the research methods used in nutrition or in applied nutrition, and in behavioral sciences and/or education.

TITLES

Dietitian is the title authorized to cover positions which administer or perform dietetic work associated with health care services, usually conducted in an institution.

Public Health Nutritionist is the title authorized to cover a wide variety of positions responsible for advising on or administering the nutrition component of public health services, usually conducted within the community.

Nutritionist is the title authorized to cover a wide variety of positions which administer or perform advanced work in the field of nutrition, usually associated with nontreatment food assistance programs.

Supervisory should be prefixed to the title when the position involves supervisory duties and responsibilities as defined in the [General Schedule Supervisory Guide](#).

GRADING POSITIONS

The factor level descriptions and benchmarks provided in this standard are to be used to classify nonsupervisory dietitian and nutritionist positions in functional areas for which there is not any applicable grade-evaluation guide, or in conjunction with appropriate guides, such as the [Research Grade-Evaluation Guide](#); the [General Schedule Supervisory Guide](#); the [Research Grants Grade-Evaluation Guide](#); and the [Grade-Evaluation Guide for Instructional Work](#).

Positions should be evaluated on a factor-by-factor basis, using one or more of the comparable Office of Personnel Management benchmarks or factor level descriptions for the GS-0630 Series, or both. Only the designated point values may be used. More complete instructions for evaluating positions are contained in the [Introduction to the Position Classification Standards](#). The absence of factor level definitions or benchmarks for positions at any grade GS-5 through GS-15 does not preclude evaluation of positions at those grades.

GRADE CONVERSION TABLE

Total points on all evaluation factors are converted to GS grade as follows:

GS Grade	Point Range
5	855-1100
6	1105-1350
7	1355-1600
8	1605-1850
9	1855-2100
10	2105-2350
11	2355-2750
12	2755-3150
13	3155-3600
14	3605-4050
15	4055-up

FACTOR LEVEL DESCRIPTIONS

FACTOR 1, KNOWLEDGE REQUIRED BY THE POSITION

This factor measures the nature and extent of information or facts which the dietitians and nutritionists must understand to do acceptable work (e.g., steps, procedures, practices, rules, policies, theories, principles, and concepts) and the nature and extent of the skills needed to apply those knowledges. To be used as a basis for selecting a level under this factor, a knowledge must be required and applied.

Level 1-5--750 points

A foundation in the basic principles, practices, and procedures of the science of dietetics or nutrition to perform uncomplicated or routine assignments and to enable the development of further knowledge and skills to perform more complicated assignments.

Illustrations:

The basic trainee or dietetic intern who is given rotational assignments under higher level dietitians in hospital wards providing nutritional care to patients, and in food service management such as performing a variety of simple investigative studies and administering standardized patient acceptance surveys.

The nutritionist who receives orientation and training in public health or other agency nutrition programs and services, and performs such routine assignments as providing general nutrition information to individuals, families, and groups; using standard agency guidelines and accompanying a higher level nutritionist on reviews of food service operations in institutional facilities; or assisting higher level nutritionist in calculating nutrient contributions to program or service component.

Level 1-6--950 points

In addition to the knowledge described in level 1-5, knowledge of the principles, practices, and procedures of the science of dietetics or nutrition to perform recurring assignments, such as those in the following illustrations; and, if applicable, a working knowledge of the component of the particular service or program activity to which assigned.

Illustrations:

Clinical dietitians who provide the full range of nutritional care to patients in assigned wards, requiring the development of individualized or specialized diets which are directly related to

patient recovery; or to wards where normal diets or standard modifications to diets can be used, such as psychiatric wards.

Administrative dietitians who apply full professional knowledge of dietetics and possess skill in conducting the activities of a portion of the administrative functions of the dietetic service, such as planning menus on a cyclic basis observing numerous constraints, e.g., seasonal foods, cost, kitchen equipment available for food preparation, patient preferences, color and attractiveness of food; as well as planning and conducting a variety of studies, e.g., space layout and equipment use, cost, inspecting work areas for sanitation, safety, proper food storage.

Nutritionist or community dietitian who provides and evaluates nutrition services to individuals, families, and community groups with respect to counseling on specific food and nutrition problems; conducts on-site evaluations of service facilities for compliance with established standards and regulations; prepares informational materials and conducts training programs; provides technical assistance for the program or service activity; or similar assignments.

Nutritionist who functions as a member of the health care team in planning and conducting studies on the association between nutritional factors and disease in a specific geographical area.

Level 1-7--1250 points

Knowledge of the principles, practices, and procedures of the science of dietetics or nutrition to plan and perform a wide range of activities relating to the operation of a complete dietetic or nutrition program or service, or to a major portion of a program, such as clinical or administrative dietetics; or an intensive knowledge of a specialty area of dietetics or nutrition to perform assignments of considerable difficulty, as illustrated below.

This level also includes the ability to analyze programs or service operations of considerable breadth and complexity; to apply and adapt broad general guidelines; or to develop new standards and guidelines as a means of providing consultation to multidisciplined staff and to a complex variety of programs.

Illustrations:

Administrative dietitian responsible for directing the activities of a section which includes planning, budgeting, quality control, and food service in a hospital where complexities--such as high patient turnover, staffing problems, high funds management concerns, coordination with specialized programs, or similar difficulties--are present (Note: the General Schedule Supervisory Guide is referenced for those positions meeting the criteria for supervisory positions.)

Clinical dietitian responsible for planning and directing the activities of several specialized functions, such as patient therapy, nutrition clinic, research, and education and staff development. (Note: the General Schedule Supervisory Guide is referenced for those positions meeting the criteria for supervisory positions.)

Expert dietitian in a complex subspecialty of dietetics which is characterized by such conditions as rapidly changing technology; the diet or other treatment methods are closely interrelated; and the dietitian must frequently update guidance material and inform and train others.

Nutritionist who is responsible for planning and developing the goals, objectives, priorities, and standards or operational guidelines for the nutrition component of a broad service program, such as in institutional food service management, health, social service, gerontology, or a family or child nutrition program or service for a large and complex geographical area, which may range from a district or a State, to a regional or nationwide program. Draws conclusions about high risk populations served.

Level 1-8--1550 points

Mastery of the profession of dietetics or nutrition to serve as a recognized agency expert and program authority; to develop new policies and regulations for administering nutrition programs or services or to apply new developments or experimental theories to problems which require new approaches, which have not been susceptible to treatment by accepted methods, or to otherwise accomplish the most difficult and complex assignments; or to make decisions or recommendations significantly changing, interpreting, or developing important nutrition programs; or equivalent knowledge and skill.

Illustration:

Nutritionist responsible for administering the nutrition component for a broad range of health programs involving several States. The nutritionist analyzes trends and emerging needs and problems of populations, contributes to the development or implementation of nutrition policies or agency activities, and identifies and applies relevant research findings and techniques to improve health status. Develops experimental and demonstration projects of regional or national significance; develops national or regional program goals and objectives; assesses, mobilizes, allocates resources and provides technical assistance to a wide range of public officials, legislative bodies, professional organizations, and other interested parties.

Dietitian or nutritionist who develops national program objectives for important nutritional programs; plans major program or procedural changes for various aspects of the program, such as administration, health, and research; and incorporates new developments into the dietary program.

FACTOR 2, SUPERVISORY CONTROLS

Supervisory controls cover the nature and extent of direct or in direct controls exercised by the supervisor, the employee's responsibility, and the review of completed work. Controls are exercised by the supervisor in the way assignments are made, instructions are given to the employee, priorities and deadlines are set, and objectives and boundaries are defined. Responsibility of the employee depends upon the extent to which the employee is expected to develop the sequence and timing of various aspects of the work, to modify or recommend modification of instructions, and to participate in establishing priorities and defining objectives.

The degree of review of completed work depends upon the nature and extent of the review, e.g., close and detailed review of each phase of the assignment; detailed review of the finished assignment; spot check of finished work for accuracy; or review only for adherence to policy.

Level 2-1--25 points

The supervisor, or higher graded dietitian or nutritionist, provides specific instructions and exercises close control over individual tasks and assignments.

The dietitian or nutritionist performs each task as instructed and checks with the supervisor or higher graded dietitian or nutritionist if any deviation arises. Each task is reviewed for compliance with instructions.

Illustrations:

Dietetic intern or basic trainee who rotates through the various specialized functions under the specific guidance of the dietitian in charge of that function, for the purpose of gaining knowledge and experience in the profession.

Nutritionist who works under close supervision and performs clearly defined assignments which are designed to acquaint the nutritionist with the programs and procedures of the agency, and to provide experience in the profession.

Level 2-2--125 points

The supervisor provides continuing or individual assignments by indicating generally what is to be done, quantity and quality expected, deadlines, and priorities. New and more difficult assignments require additional guidance from the supervisor.

The dietitian or nutritionist carries out recurring assignments independently, referring problems of an unfamiliar nature to the supervisor. Work is reviewed for compliance with established procedures through activity reports and spot check of medical records. The more difficult assignments are given closer review for technical accuracy.

Illustrations:

The clinical dietitian assigned to wards where standard diets are normally used. The section chief closely reviews nonstandard diet plans.

The administrative dietitian who is assigned the routine and less complex projects and studies, and whose work is closely reviewed by the section chief for technical accuracy.

The nutritionist who provides and evaluates nutrition services for individuals, families, and community groups when the supervisor is readily available to provide assistance on new

assignments, and on difficult or unusual situations encountered. The nutritionist summarizes progress at regular intervals.

Level 2-3--275 points

The supervisor makes assignments in terms of ongoing responsibility for a specific program or service activity, such as wards of a hospital or areas of a city, and outlines the general policies to be followed and objectives to be accomplished.

The dietitian or nutritionist plans and performs the tasks concerned with the activity in accordance with professional standards and with hospital and agency policies and procedures. When deviations occur, the dietitian or nutritionist studies the problem, makes literature searches, seeks consultation as appropriate, develops a plan to solve the problem or provides technical assistance as needed. Only deviations without clear precedents are referred to the supervisor.

The work is evaluated for compliance with professional standards and operating policies.

Illustrations:

The clinical dietitian who is assigned to provide nutritional care to specific wards. Responsibility for determining or recommending treatment plans for these patients is delegated, except for very unusual cases where assistance may be provided. Work is reviewed through activity reports.

The administrative dietitian who plans menus, coordinates day to-day food service operations, and conducts studies in accordance with established objectives, policies, and practices. The dietitian is responsible for recommending solutions to unusual situations based on a thorough study of the problem and on professional knowledge.

Nutritionist who is responsible for a section of the city or other small geographic area, or for a target population group, or for a program or service activity of average scope and difficulty, or a portion of a large scale program activity. The nutritionist plans and carries out assignments in accordance with defined objectives, priorities, previous training, and accepted professional practices. The supervisor is available to provide assistance on unusual situations which do not have clear precedents. Completed work is reviewed through periodic reports, or special reports, for conformance with policy and for general technical soundness.

Level 2-4--450 points

Overall objectives and resources available are outlined by the supervisor, or by written guidelines. The dietitian or nutritionist and the supervisor work together to develop more specific objectives.

The dietitian or nutritionist is considered to be an expert in a major portion of the function and has responsibility for planning and conducting the activities of the assigned function and resolving most conflicts that arise. The dietitian or nutritionist coordinates work activities with other functions and advises supervisor of progress and far-reaching implications, or potentially controversial situations encountered.

Work is reviewed in terms of meeting the requirements or expected results.

Illustrations:

The dietitian in charge of the clinical or administrative functions of the program, including responsibility for planning the services and coordinating with other services and disciplines to insure an integrated program. Work is reviewed for objectives achieved. The dietitian or nutritionist who works alone in an outpatient clinic located away from the hospital. The dietitian or nutritionist must plan and schedule the work, resolve problems, coordinate with other services or disciplines. Completed work is reviewed for expected results.

Nutritionist responsible for a large-scale single program activity or several smaller scale activities, or for the nutrition component of a broad service program (e.g., food service management, nutrition education, aging, health, social service) who establishes jointly with the supervisor the goals, objectives, priorities, and standards for the program area. As nutrition consultant for the service program, advises and coordinates with multidisciplinary staff, with related agencies, and with civic, educational, industry, and other interested groups. Completed work is reviewed for effectiveness in meeting expected results and for compatibility with the overall nutrition program.

Level 2-5--650 points

The supervisor provides administrative direction in the form of overall program objectives and in terms of broadly defined missions or expected results.

The dietitian or nutritionist is responsible for planning, designing, and conducting or administering the activities of a dietetic or nutrition function and is recognized as being the technical authority.

Work is reviewed through activity reports for compliance with the agency's program objectives, or for contribution to the advancement of technology. Recommendations for new projects, or for major changes in existing programs, technology, or methodology are usually evaluated for such considerations as availability of funds and other resources, and broad program goals.

Illustration:

Director of a complex national or regional (or equivalent) program or service, which is characterized by the responsibility for planning, developing, and administering the nutrition component of multiple health care programs, and providing guidance and expert technical advice

to other dietitians or nutritionists, health professionals in other key disciplines, and key officials. (NOTE: the General Schedule Supervisory Guide should be used when applicable, usually in the larger hospitals or programs.)

FACTOR 3, GUIDELINES

This factor covers the nature of guidelines and the amount of judgment needed to apply them. Since individual jobs vary in the specificity, applicability and availability of the guidelines, the constraints and judgmental demands placed upon employees also vary. For example, the existence of specific instructions, procedures, and policies may limit the opportunity of the dietitian or nutritionist to make or recommend decisions or actions. However, in the absence of procedures or under broadly stated objectives, employees may use considerable judgment in searching the literature and developing new procedures. For this factor, guidelines refer to standard guides, precedents, methods, procedures, and techniques, including:

- Agency manuals and operating procedures,
- Standards of the Joint Commission on Accreditation of Hospitals,
- Accepted professional standards and ethics,
- Diet manual,
- Standard textbooks,
- Physicians desk references,
- Professional journals and literature,
- Governing procedures and policies of the agency,
- Federal regulations, and
- Legislation, new and amended.

Level 3-1--25 points

Specific and detailed oral or written guidelines are provided by the supervisor or higher level dietitians or nutritionists.

Guidelines must be strictly followed, and any deviations are given prior review and authorization by the supervisor or higher level professional.

Illustration:

The intern or basic trainee in nutrition who is given a schedule of specific duties to be accomplished. Any changes require prior approval by the supervisor or higher level dietitian or nutritionist.

Level 3-2--125 points

Written procedural and nutritional reference material are available, such as manuals, physician's dietary prescriptions, or orders, information pamphlets, operational procedures.

Dietitians and nutritionists use judgment in determining which guides to follow, and how strictly they must be adhered to or whether minor deviations can be allowed. For example, at this level the dietitian could adjust the texture of the food, such as having the food ground for individuals who have trouble chewing, or adding custards and other high calorie food for patients who are underweight. Situations involving significant deviations are referred to the supervisor.

Illustration:

The clinical dietitian who is assigned wards containing patients with routine medical problems. The physician's diet prescription and the hospital's standard menus which have been devised for the nutritional management of common or uncomplicated medical problems, such as bland or low sodium diets, are provided and are used as a guide to developing a written nutritional care plan, i.e., the dietary plan which has been tailored to accommodate the patient's individual needs.

The administrative dietitian who performs support assignments, such as conducting routine studies. The dietitian uses information obtained from previous studies to develop new cyclic menus, and changes the previous material to consider seasonal changes and availability of food items.

Community or clinical dietitian who performs inspections of nursing homes or other patient care facilities, and follows standard guidelines and well-established criteria in reviewing and evaluating food service facilities.

The nutritionist who provides and evaluates nutrition services to individuals, families, communities, service, or group care facilities, using well-established agency standard guidelines and procedures. Judgment is required in the selection, minor adaptation, and application of appropriate guidelines and references to specific situations. Problems requiring significant deviation from guidelines and precedents are referred to the supervisor.

Level 3-3--275 points

The guidelines available are essentially the same as those described at Level 3-2, but require greater interpretation and adaptation, or do not cover specific situations, such as patients having more than one illness with each illness requiring dietary modification or restrictions; or in food service management, several sub situations may be required depending on dietary needs, availability, and similar considerations.

A search of the available material, as well as professional judgment, is necessary to determine the significance and application of the guidelines to individual cases or problems. The dietitian may recommend to the physician various changes to the diet order, such as changing the number of calories specified on a diabetic diet, based on an evaluation of the patient's progress. Improvements in the guidelines may be developed by the dietitian or nutritionist.

Illustrations:

The clinical dietitian assigned to a ward, or nutrition clinic, serving diabetic patients. The dietitian adapts general menus to meet the needs of the individual patients, based on information gathered, such as patient preferences and eating habits, economic status and living conditions as they affect purchasing and preparation of food, literature searches concerning new medications or treatment methods, and observation and assessment of the patient's progress. Makes recommendations for dietary changes.

The administrative dietitian who is responsible for resolving day to-day problems relating to food service operations when deviations from guidelines are required; and for conducting studies and recommending changes when precedents are not applicable to specific problems.

The community dietitian who must use judgment in developing and recommending solutions to unusual problems when standard guidelines and agency regulations are not applicable to specific cases, such as evaluating the seriousness of nutritional problems identified in nursing homes and developing approaches to assist the facility in making long-range improvements.

The nutritionist who plans, conducts, and evaluates nutrition services for a specific geographic area, specific population group, or program segment when guidelines are not completely applicable, requiring judgment in recommending changes or adapting agency policies, regulations, and precedents to specific cases or situations.

Level 3-4--450 points

General policy manuals and guidelines are available, but are often inadequate in dealing with the more complex or unusual problems.

The dietitian or nutritionist must interpret these general guidelines and adapt them to fit a variety of work situations or complex operations. Uses initiative and resourcefulness in deviating from traditional methods, based on researching trends and patterns to develop new methods, criteria, or proposed new policies.

Illustrations:

The dietitian who uses general policy statements, agency program manuals, and hospital policies as the basis for developing guidelines for the dietetic service, or for a major portion of the dietetic service.

The clinical dietitian responsible for the periodic update of the diet handbook, for the development of manuals for the dietary management of unusually complicated illnesses such as renal disease, for the preparation of physicians' desk references such as common diet-drug interactions, or similar manuals.

The administrative dietitian who is continuously developing more economical and efficient means of managing the hospital's food service program, including the evaluation of long-range or intangible effects, such as long-range benefits of remodeling or of purchasing new equipment in terms of cost, efficiency, safety or similar considerations; the use of fast food, which is usually more expensive, vis-à-vis cooking from "scratch", which requires the employment of more personnel, and the anticipated effects of each method on the quality of food served and on patient acceptance.

The community dietitian responsible for developing guidelines for nursing homes and other patient care facilities, assuring, in addition to dietary standards, the inclusion of appropriate Federal, State, and local public health requirements relating to food service management and sanitation.

Nutritionist responsible for planning, developing, and evaluating a nutrition program or services when guidelines are general or of limited use, requiring the formulation of standards and proposed new policies, or the interpretation of technical research in the form of recommended guidance.

Level 3-5--650 points

Working chiefly under broad and general policy statements, regulations, and laws, the dietitian or nutritionist must exercise considerable judgment and ingenuity in interpreting and adapting the guides that exist, and in developing new and improved techniques and methods where appropriate guidelines are totally lacking. Frequently, the dietitian or nutritionist is recognized as a technical authority in a specialty area or program, having responsibility for the development of policies, nationwide standards, procedures, and instructions to guide agency personnel.

Illustrations:

Program manager or recognized technical authority who develops and interprets policies and guidelines for the agency, based on broadly stated policy goals and basic legislation.

Nutritionist who interprets legislation, regulations, and guidelines for the variety of ambulatory health care programs in a complex, multistate area. The nutritionist is recognized as the authority in health nutrition and develops guidelines and standards for nutrition in health or community programs where none exist.

FACTOR 4, COMPLEXITY

This factor covers the nature, number, variety, and intricacy of tasks, steps, processes, or methods in the work performed; the difficulty in identifying what needs to be done; and the difficulty and originality involved in performing the work.

In clinical assignments the complexity of disease states is generally considered to be minimal when the individual or family are under supervision; are stabilized on medication, treatment, and

diet regimes; and/or are meeting goals of self-sufficiency. The maximum intensity exists when the individual or family has one or more of the following conditions- recent diagnosis of major illness; unstabilized conditions or problems; disease with complications; conditions with potential for chronicity; lack of understanding or acceptance of disease or problem; inadequate medical supervision; or inability to cope with economic, physical, social, safety, or emotional problems.

Among the diseases or conditions in which nutrition plays a key role are cardiovascular disease, hyperlipidemias, diabetes, gastrointestinal disorders, hypertension, metabolic disorders, physical or mental handicaps affecting feeding, allergies, surgery, and burns.

A variety of other conditions also affect the complexity of nutritional care or treatment, such as drug treatment and dietary-drug interaction; abuse of alcohol, drugs, or tobacco; pregnancy; special needs of infants and children under 18 years of age; poverty; language barriers; and food preferences and food preparation facilities.

The administrative functions for a hospital dietary service generally include the professional direction and management of the food service operations, such as menu planning, maintaining standards of sanitation and safety, and performing a variety of personnel recruitment and training functions. The food service management function may be complicated by the operation of a complex food service system composed of several service units. Another administrative function which ranges in complexity is the preparation and justification of the budget and the management of funds, including the amount and availability of funds, personnel expenses, maintenance and improvement of facilities and equipment, and the need to identify and deal with any unusual problems of economical operations.

In addition to the complexities described for the clinical and administrative functions, the management of the dietary program of the institution generally includes other complexities, such as the type of facility (surgical, medical, psychiatric, nursing home, or domiciliary); the size of the facility, e.g., the number of beds and the average daily census; the demand for program development to accommodate institutional goals or changing medical and scientific requirements, affiliation with medical school(s); the variety of medical and hospital programs with which dietetic service functions must be coordinated, such as specialized medical programs or outpatient clinics; and dietetic education programs, dietetic intern programs, dietetic intern affiliations, coordinated undergraduate programs, or college courses given for academic credit.

Level 4-2--75 points

The work involves the performance of a range of duties that involve related steps, processes, or methods in order to meet the nutritional needs of patients or clients.

Factors and conditions requiring consideration are readily apparent or explained in advance.

Variation within assignments is limited, due to the routine nature of the work, or because assignments are intended to provide professional growth.

Illustrations:

The clinical dietitian assigned to wards where patients require normal diets. The dietitian interviews the patient, obtains and writes up a dietary history, and reviews reference material. There is variation in the preferences of patients or in recommended food patterns, but the pattern is predictable.

The administrative dietitian checking food temperature, accuracy of trays according to diet orders, conducting standard patient satisfaction surveys.

The nutritionist who assists individuals or families, or program sponsors, with menu planning, food buying, and food preparation skills to improve the nutritional value of participants' diets.

Level 4-3--150 points

Assignments require judgment in performing complex functions that differ with the needs of the patients or participants.

Factors to be considered differ with each assignment or with the individual needs of each patient, and require selection from among many alternatives.

The work involves a variety of factors or conditions, each requiring analysis and evaluation in order to determine the correct approach.

Illustrations:

The clinical dietitian responsible for selecting or developing individualized nutritional care programs for assigned patients. Consideration is given to each patient's preferences, medical problems and medication. Analysis of all the factors is used to make final determinations.

Administrative dietitian who conducts studies of equipment, plans standardized menus, develops budget estimates, and evaluates changes in procedures. Each type of assignment requires consideration of a different set of factors.

The nutritionist who provides guidance and evaluation of services to individuals, families, community groups, patient care facilities, program participants, or service agency management.

Level 4-4--225 points

The purpose of the work is to provide expertise in the broad area of nutritional care, or in an intensive specialty area.

Consideration must be given to the assessment of many different conditions, including unusual circumstances, variations in approach, and incomplete or conflicting data.

The dietitian or nutritionist is responsible for the planning of work, refining methods and techniques used, and making decisions based on the interpretation of considerable data.

Illustrations:

The dietitian in charge of the administrative section which includes the food production and service function, budget and menu planning, and equipment and procedural studies. The work requires consideration of varied data from food workers, from professional hospital staff, and other sources, as well as interpretation of data for integration into the specialized administrative dietetic functions.

The dietitian in charge of the clinical functions, nutrition clinic, staff development and other related functions, which includes responsibility for planning the work of the unit, for refining techniques and guidelines, and for making recommendations and decisions when a variety of patient illnesses are involved, some of which are complex, but where the majority of cases are moderately complex.

Clinical dietitian assigned to one or more wards, or special patient units, where the treatment is highly complex, e.g., the treatment methods and medication used are frequently changing and interact significantly with the diet, requiring the dietitian to monitor the patient's condition closely through interpretation of laboratory reports and other methods, and to recommend modifications to the physician. Additionally, the dietitian is responsible for refining and revising techniques, methods, or guides, such as diet manual, teaching aids, or research projects; and for planning and conducting training in the specialty, which may range from medical, nursing, and dietetic students, to patient families or groups of patients.

Dietitian who has independent responsibility for planning, carrying out, and refining procedures and techniques for a functional area, such as staff development, research, or community programs, when the work includes assessment of and decisions on unusual circumstances, variations in approach, incomplete or conflicting data, or similar problems.

Dietitian or nutritionist who has responsibility for the nutrition component of a broad service program, including assembling and analyzing pertinent background information or characteristics of the population to use in developing the nutrition plan for the program. Decisions are based on the interpretation of a considerable amount of data, and the assessment of unusual circumstances, incomplete or conflicting data, or variations in approach.

Level 4-5--325 points

The work consists of a wide variety of duties or processes in a broad range of activities, or substantial depth of analysis, as would be found in the direction of a total dietetic or nutrition program, or very complex portion of a program, which includes several specialized functions, each of which requires some differences in approach, methods, or procedures. Consideration is given to major areas of uncertainty, such as continuing changes in the program, technological developments in treatment methods, and equipment, and conflicting requirements.

The work involves administering the program, developing techniques and information to fit the work environment, and establishing criteria to be followed in the function.

Illustrations:

Dietitian or nutritionist responsible for one or more segments of a complex national program, such as food service management, or for the nutrition component for a variety of programs covering a complex geographical area, such as several States, when the work involves program planning, coordination, and evaluation, or originating procedures, standards, criteria, or techniques when major areas of uncertainty are involved, such as technological developments, conflicting requirements, or absence of previous data.

Clinical or administrative dietitian responsible for a section in a large hospital where operational problems are continuous. (Note: These responsibilities may be evaluated more appropriately by the General Schedule Supervisory Guide.)

Level 4-6--450 points

The work consists of broad functions in the dietetic or nutrition field. Assignments involve pursuing several concurrent phases, with the support of others within or outside the organization.

Issues to be considered are undefined, or problems have proved to be particularly unyielding, requiring extensive probing and analysis to determine the nature and scope of the problems, and to develop new methods or approaches to resolve the problems.

The work requires continuing efforts to establish programs, policies, and guidelines for conducting a dietetic or nutrition program, and for evaluating the effectiveness of the program and assuring quality operations and administration.

Illustrations:

Manager of a national dietetic program, with responsibility for coordinating several different phases of program activity, requiring extensive study to establish policies and guidelines for the program to be administered throughout the agency.

The nutritionist whose assignments are usually self-generated and involve analyzing and evaluating the needs, quality, and effectiveness of existing nutrition programs and health programs with out nutrition services, and providing consultation to improve nutrition programs and services of community dietitians, nutritionists in specialized areas, public health nutritionists, directors and ambulatory health programs and projects involving multiple levels of local, State, and Federal government.

FACTOR 5, SCOPE; AND EFFECT

Scope and Effect covers the relationship between the nature of the work, i.e., the purpose, breadth, and depth of the assignment, and the effect of work products or services both within and outside the organization.

In this occupation, effect measures such things as whether the work output facilitates the work of others, provides timely services, or affects the adequacy of research conclusions. The concept of effect alone does not provide sufficient information on which to evaluate the position. The scope of the work completes the picture, allowing consistent evaluations. Only the effect of properly performed work is considered.

Level 5-1--25 points

The purpose of the work is to perform specific routine tasks to obtain practical experience in the various specialized areas of dietetics or nutrition.

The work is in support of higher level dietitians or nutritionists and has very limited effect outside the immediate work unit.

Illustration:

The intern or basic trainee in dietetics or nutrition who gains experience through rotating assignments. The work affects patients or program participants in a very limited way due to the restrictions applied.

Level 5-2--75 points

The purpose of the work is to perform specific duties under established rules, regulations, and procedures.

The work affects the health care, comfort, and attitude of patients or program participants.

Illustrations:

The clinical dietitian who is assigned to wards where medical problems require only the application of standard diets.

The administrative dietitian who makes surveys of patient satisfaction, food temperature, and similar assignments.

The nutritionist who provides nutritional information to individuals or groups having specific nutritional problems.

Level 5-3--150 points

The purpose of the work is to plan and provide nutritional care or guidance using established criteria. This includes investigating and analyzing a variety of problems or conditions, and providing or recommending ways of dealing with them.

The work affects the physical, and psychosocial well-being of patients, their families, community groups, and program participants; the design or operation of local food service systems; or the adequacy of nutritional investigations, studies, or research conclusions.

Illustrations:

The administrative or clinical dietitian who has been assigned responsibility on a continuing basis for one or more specialized dietetic functions (wards, outpatient clinic, cyclic menus and administrative studies). The work is directly related to patient care.

The nutritionist who provides or evaluates services for individuals or groups on a continuing basis.

Level 5-4--225 points

The purpose of the work is to provide expertise in a particular specialty by furnishing advisory, planning, reviewing, or investigatory services on specific problems, projects, programs, and functions. The work may include establishing criteria and assessing the effectiveness of the patient's nutritional care; formulating projects; evaluating the effectiveness of the dietary or nutritional program; or investigating and analyzing a variety of unusual conditions or problems.

The work affects a wide range of agency activities, such as nutritional procedures of agency subordinate echelons, or programs having a nutritional component; how the organization or agency is perceived or regarded by the community or population served; the operation of other services within the agency (such as nursing), social service, pharmacy); or the nutritional component of programs of other agencies (Federal, State, local); or the nutritional status of a variety of target population groups.

Illustrations:

Clinical, administrative or community dietitian whose assignments involve considerably more than care of individual patients, including participation in establishing new programs or in the evaluation of program effectiveness, the development of criteria or the investigation and resolution of unusual or extensive nutritional care problems. The work significantly affects the operation of the dietetic program, or a major portion of the program.

Dietitian responsible for a complex clinical or administrative function, or for a hospital dietetic service, when the problems encountered and scope of operations require the investigation of

unusual problems, revision of criteria, assessment of program effectiveness, and development of program changes to improve major services provided.

Dietitian or nutritionist who is responsible for establishing program standards and criteria for others to follow, which affect a major segment of the agency's nutritional program, such as food service management. Responsibility may include program monitoring and evaluation of an important segment of the nutrition program within the agency or within other agencies.

Level 5-5--325 points

The purpose of the work is to isolate and define unknown conditions and to develop new approaches or methods which may be used by other professionals in the field of dietetics and nutrition, in the solution of problems which have been among the most difficult to treat successfully. The dietitian or nutritionist provides expert advice and guidance to officials, managers, and multidisciplinary health care professional specialties.

The work affects the quality and success of major aspects of the agency's dietetic or nutritional program involving the nutritional care of thousands of people; or contributes significantly to the success of other major programs of the agency which have an important nutritional component. The well-being of substantial numbers of people are affected by the continued efficient operation of these programs. Additionally, the work generally affects the work of other nutritional experts.

Illustrations:

Nutritionist or dietitian who develops new approaches and provides expert advice for a broad range of nutrition practices to officials, managers, and other health professionals within and outside the agency. Issues addressed are complex, and the work affects the work of other health experts both within and outside the agency, as well as having a widespread effect on the well-being of thousands of citizens.

The manager of a nationwide program with responsibility for resolving critical problems involving conflicting issues that will affect the overall quality and success of the nutrition program for an agency that oversees the nutritional care of thousands of people throughout the country.

Level 5-6--450 points

The purpose of the work is to plan and conduct vital nutritional health programs for the agency, which are often of national or international scope and impact. The employee's recommendations and decisions on highly complex technical and policy areas frequently establish or lead to the establishment of nutritional standards for the Nation, or for major segments of the population throughout the country, such as veterans, American Indians, mothers and infants, or the aged, affecting the health of these citizens on a long-term and continuing basis. The employee's actions often influence the programs of other agencies and outside organizations.

FACTOR 6, PERSONAL CONTACTS

This factor includes face-to-face contacts and telephone and radio dialogue with persons not in the supervisory chain. (NOTE: Personal contacts with supervisors are covered under Factor 2, Supervisory Controls.) Levels described under this factor are based on what is required to make the initial contact, the difficulty of communicating with those contacted, and the setting in which the contact takes place (e.g., the degree to which the employee and those contacted recognize their relative roles and authorities).

Above the lowest level, points should be credited under this factor only for contacts which are essential for successful performance of the work and which have a demonstrable impact on the difficulty and responsibility of the work performed.

The relationship of Factors 6 and 7 presumes that the same contacts will be evaluated for both factors. Therefore, use the personal contacts which serve as the basis for the level selected for Factor 7 as the basis for selecting a level for Factor 6.

Level 6-1--10 points

Personal contacts are with employees within the immediate organization or work unit, and in related support units.

Level 6-2--25 points

Personal contacts are with program participants or with patients, their families, professional and nonprofessional employees of the hospital or agency.

Level 6-3--60 points

Personal contacts are with groups, program and project directors and nutrition directors from other Federal agencies, State agencies, and representatives from industry and other non-Federal organizations. Typical of contacts at this level are those with persons in their capacities as directors of State health programs and nutrition programs and projects, faculty and students of universities, tribal officials, representatives from manufacturing and supply companies, representatives of professional organizations, community leaders, directors of local group care facilities, and organized or ad hoc public action groups. The purpose and extent of each of these contacts varies, depending upon the situation.

FACTOR 7, PURPOSE OF CONTACTS

In this occupation, the purpose of personal contacts ranges from factual exchanges of information to situations involving significant or controversial issues and differing viewpoints, goals, or objectives. The personal contacts which serve as the basis for the level selected for this factor must be the same as the contacts which are the basis for the level selected for Factor 6.

Level 7-1--20 points

The purpose is to obtain instructions from higher grade dietitians or nutritionists, and to provide information directly related to the work. The information ranges from highly technical data to easily understood information.

Illustration:

The dietetic intern or basic trainee who received specific instructions and relays information to patients or food workers.

Level 7-2--50 points

The purpose is to plan and coordinate work activities or advise individuals or groups, when the people contacted generally have cooperative attitudes, and are working toward mutual goals.

Illustrations:

The clinical dietitian in a ward using standard diets, when patient eating habits are not greatly changed. The dietitian may also be a member of the medical team, coordinating with members of the other health services on patient treatment plans.

Administrative, community, staff development, or other specialty area of dietetics or nutrition which requires contacts with individuals or groups outside the agency for such purposes as obtaining price estimates, inviting bids, inviting guest speakers, presenting informational demonstrations to groups, and exchanging information

Level 7-3--120 points

The purpose is to influence or motivate people or groups. People contacted may be apprehensive, fearful, skeptical, or uncooperative. The dietitian or nutritionist must be skillful in persuasion, negotiation, or other approaches to establish rapport and obtain the desired result.

Illustrations:

The clinical dietitian who must convince patients, families, and/or outside institutions to follow the diet when many patients are so reluctant or strongly opposed to following the prescribed diet that a very skillful approach is required to convince them to do so.

The administrative dietitian who must direct a staff of food service workers, or negotiate and resolve difficult problems with suppliers or contractors involving discrepancies, price adjustments, quality control, and similar matters.

The community dietitian or nutritionist who must negotiate correctional measures with nursing homes or other group care facilities or with program participants to obtain compliance with agency or legal patient care standards or program requirements.

The nutritionist who monitors contracts, negotiating changes and securing compliance with contract specifications.

The dietitian who must gain acceptance of plans affecting the dietetic service for the hospital.

The dietitian or nutritionist who advises and persuades agency program managers or other officials in positions of decision-making authority to follow a recommended course of action when conflicting objectives must be resolved or accommodated, such as balancing nutritional needs of various groups or revising food service management methods vis-a-vis budgetary constraints.

Level 7-4--220 points

The purpose is to justify, defend, negotiate, or settle matters where the issues involved are unusually significant or controversial in relation to the state of the art, or are likely to have a substantial and continuing impact upon national nutritional standards or programs. Work at this level usually involves active and influential participation in conferences, hearings, or presentations involving problems or issues of considerable consequence or importance to programs affecting the public welfare, or major segments of the population served by agency programs, such as veterans, American Indians, or mothers and infants. The persons contacted typically have diverse viewpoints, goals, or objectives, such as representatives of other health functions or of numerous other Federal or State agencies, requiring achievement of a common understanding of the problem and a satisfactory solution by convincing them, arriving at a compromise, or developing suitable alternatives.

FACTOR 8, PHYSICAL DEMANDS

The "Physical Demands" factor covers the requirements and physical demands placed on the employee by the work assignment. This includes physical characteristics and abilities (e.g., specific agility and dexterity requirements) and the physical exertion involved in the work (e.g., climbing, lifting, pushing, balancing, stooping, kneeling, crouching, crawling, or reaching). To some extent the frequency of intensity of physical exertion must also be considered, e.g., a job requiring prolonged standing involves more physical exertion than a job requiring intermittent standing.

Level 8-1--5 points

The work is sedentary. Typically, the employee may sit comfortably to perform portions of the work. However, there is periodic walking; standing; bending; carrying of light items such as medical records, food trays, instructional material, books and manuals. No special physical demands are required to perform the work.

Level 8-2--20 points

The work requires regular and recurring physical exertion such as long periods of standing; recurring bending, pushing, balancing, stooping, reaching, or similar activities as may be performed in food service operations; recurring lifting of moderately heavy items such as food supplies or equipment. The work requires specific, but common, physical characteristics and abilities such as above average agility and dexterity.

FACTOR 9, WORK ENVIRONMENT

The "Work Environment" factor considers the risks and discomforts in the employee's physical surroundings or the nature of the work assigned and the safety regulations required. Although the use of safety precautions can practically eliminate a certain danger or discomfort, such situations typically place additional demands upon the employee in carrying out safety regulations and techniques.

Level 9-1--5 points

The work environment involves everyday risks or discomforts which require normal safety precautions typical of such places as offices, meeting and training rooms, libraries, and residences or commercial vehicles. The work area is adequately lighted, heated, and ventilated.

Level 9-2--20 points

The work involves regular and recurring risks or discomforts which require special safety precautions, e.g., working in a hospital which involves risk of exposure to contagious disease or working with emotionally disturbed patients; or working around kitchen equipment, including stoves and machines. Employees may be required to use protective clothing or gear such as masks, gowns, coats, or gloves as protection against infection. Some work situations require extensive travel over rough terrain and poor roads, work in isolated areas without normal conveniences, such as electricity and water, and exposure to extreme temperatures and climatic changes.

OPM BENCHMARK DESCRIPTIONS**DIETITIAN, GS-0639-05, BMK #1***Duties*

Performs duties in various specialized areas of dietetics for the purpose of developing knowledge and skill in the profession.

Assists the administrative dietitian in the planning of master menus, studies of local area food products, evaluation and revision of procedures. Contacts patients to obtain their opinion as part of the evaluation of the quality of the product.

Assists the clinical dietitian in developing nutritional care plans. Contacts patients to orient them to the meal procedures, and to observe their acceptance of the diet.

Assists in the staff development and nutrition clinic functions.

Factor 1. Knowledge Required by the Position--Level 1-5--750 points

Professional knowledge of the basic principles of dietetics required to assist higher level dietitians and perform progressively more responsible duties.

Ability to apply this knowledge to the hospital's practical environment.

Factor 2. Supervisory Controls--Level 2-1--25 points

The supervisor provides specific instruction. Additionally, the employee works closely with higher level dietitians.

The trainee dietitian performs assigned tasks, following specific instruction.

Work is reviewed for compliance with specific instructions.

Factor 3. Guidelines--Level 3-1--25 points

Guidelines include agency, hospital, and departmental policies and procedures, and specific oral or written instructions from higher level dietitians.

Dietitian follows the given instructions, and brings to the attention of supervisor any problems encountered.

Factor 4. Complexity--Level 4 -2--75 points

The work involves developmental tasks performed in a variety of specialized functions.

The duties to be performed are clearly defined.

The work varies according to the area of specialization, and becomes increasingly more complex as the dietitian's skill increases.

Factor 5. Scope and Effect--Level 5-1--25 points

The purpose of the work is to perform developmental assignments in support of higher level dietitians.

The work performed affects the health care and comfort of patients.

Factor 6. Personal Contacts--Level 6-2--25 points

Contacts are with dietetic staff, with patients, and with hospital staff.

Factor 7. Purpose of Contacts--Level 7-1--20 points

Contacts with dietetic and hospital staff are primarily to obtain or clarify information relative to the assigned tasks. Contacts with patients are for the purpose of explaining the procedures for meal service, and for obtaining their food preferences.

Factor 8. Physical Demands--Level 8-1--5 points

Much of the work is sedentary, but also involves periods of walking throughout the hospital.

Factor 9. Work Environment--Level 9-2--20 points

Work is performed in a hospital, and involves regular and recurring risk of exposure to disease, and hazards of noise and equipment in food-working areas.

TOTAL POINTS—970

DIETITIAN, GS-0630-07, BMK #1

Duties

Serves as the clinical dietitian providing nutritional care to wards where patients require standard diets.

Interviews new patients, collects and records pertinent dietary information. Plans the dietary regimen based on the physician's diet prescription. Instructs the patient and family concerning the food service procedures.

Prepares the diet order, and coordinates the food production and service functions for assigned wards.

Evaluates and modifies the patient's diet plan, as required. Makes entries into the patient's medical record, and prepares reports of activities.

Factor 1. Knowledge Required by the Position--Level 1-6--950 points

Knowledge of the science of nutrition sufficient to provide standard nutritional care to patients.

Knowledge of medical practices, including common diseases, prognoses, and the effect of medications on the patient's diet.

Skill in assessing the nutritional status of the patient.

Skill in translating the diet prescription into a nutritional care plan based on analysis of information.

Ability to instruct the patient and family concerning the diet and general nutrition.

Factor 2. Supervisory Controls--Level 2-2--125 points

The section chief assigns responsibility for specific wards and provides instructions concerning the types of patients and diets involved. When a new or complex diet is involved, the supervisor provides advice.

The clinical dietitian carries out recurring duties for the assigned wards. Unusual conditions require the advice of the supervisor.

The supervisor reviews the diet order to assure that it is in the interest of patient recovery, and can be accomplished by the dietary service. As more complex dietary problems are assigned or encountered, supervisory review is provided in more detail.

Factor 3. Guidelines--Level 3-2--125 points

Guidelines include the physician's diet prescription which is provided for each patient, and operating and diet manuals of the agency, the hospital, and the dietary service. The diet manual contains standard diet plans. Nutrition and medical reference material is available in the medical library.

The dietitian translates the diet prescription into a diet plan based on the information in the diet manual, and on the preferences of the patient. For most situations the dietitian determines which diet plan is appropriate. When special diets are required, the dietitian uses reference material to develop the special diet, which is then reviewed by the supervisor.

Factor 4. Complexity--Level 4 -2--75 points

The dietitian interviews the patient, analyzes the diet prescription, reviews the diet manual, if necessary reviews reference material, prepares a nutritional care plan, instructs the patient

concerning the diet, coordinates the food service, monitors the patient and changes the diet as required, and prepares reports of activities.

The dietitian considers the patient's preferences, type of diet prescribed and relates this to menus in the diet manual. The type of patients, medical problems, and diets prescribed are usually of an uncomplex type that can be related to standard patterns.

There is variation in the preferences of patients, changes in the diet manual, and types of diets prescribed, but the pattern is predictable.

Factor 5. Scope and Effect--Level 5-2--75 points

The purpose of the work is to provide nutritional care to patients with medical problems that do not require highly specialized diets.

The work affects the health care and attitude of patients.

Factor 6. Personal Contacts--Level 6-2--25 points

Contacts are with patients, their families, professional, and non professional hospital personnel.

Factor 7. Purpose of Contacts--Level 7-2--50 points

Contacts with patients and their families are to determine eating habits and food preferences, and to explain the diet and food service procedures. Contacts with hospital staff are to coordinate the food service and other health services pertaining to the patient.

Factor 8. Physical Demands--Level 8-1--5 points

A portion of the work is sedentary involving writing reports, literature searching for needed information, and preparing nutritional care plans. There is considerable walking throughout the hospital to visit patients and food service areas.

Factor 9. Working Environment--Level 9-2--20 points

Work is performed in a hospital setting and involves regular and recurring risk of exposure to contagious disease, as well as hazards from noise and equipment in the food production and service areas.

TOTAL POINTS--1450

DIETITIAN, GS-0630-09, BMK #1

Duties

The clinical dietitian provides nutritional care for patients in assigned medical wards of a hospital.

The dietitian interviews newly admitted patients and pertinent background information and diet history. Develops, implements, and monitors the nutritional care plan, based on the physician's diet prescription and the dietitian's nutritional assessment of the patient. Records findings and plans in the medical record.

Participates with the health team on clinical rounds. Advises and informs the multidisciplinary health team about the patient's diet and progress. Coordinates the food service function for assigned wards.

Factor 1. Knowledge Required by the Position--Level 1-6--950 points

Professional knowledge of the science of nutrition and the principles, practices and procedures required to provide nutritional care to patients.

Knowledge of medical practices, the effects of medications, and the effects of other treatment modalities as they affect the patient's diet and ability to eat.

Skill in assessing the patient's dietary habits and nutritional status, and the ability to apply this information to the physician's diet prescription, and to develop a diet plan.

Ability to instruct the patient and family about the diet, and skill in influencing patient to follow the diet, particularly in gaining a commitment for compliance.

Skill in translating the diet prescription into a nutritional care plan that is acceptable to the patient.

Factor 2. Supervisory Controls--Level 2-3--275 points

The supervisor delegates to the dietitian the responsibility for the nutritional care of patients in assigned wards, and for special projects and studies. The physician provides the diet prescription which is expressed in general terms. The supervisor is available for advice and guidance on problems involving unusual diets or unusual difficulties with other hospital staff.

The dietitian plans the patient's diet, monitors the patient's progress, modifies the diet as necessary, and instructs the patient in the proper diet to follow.

Work is reviewed through written reports, review of medical records, and through conditions brought to the supervisor's attention by the hospital staff.

Review of work is to assure adherence to accepted nutritional practices and operating policies.

Factor 3. Guidelines--Level 3-3--275 points

Guidelines for the work include agency, hospital, and dietary department operating policies and procedures, diet manual, menu patterns, nutritional standards, professional literature, medical reference material, and the diet prescription.

The clinical dietitian translates the diet prescription into a plan for nutritional care, based on analysis of data obtained from the patient, from the medical records, and through searches of reference material.

Factor 4. Complexity--Level 4-3--150 points

The clinical dietitian interviews the patient, analyzes the physician's diet prescription and information from the medical records, studies reference material, prepares the nutritional care plan, instructs the patient, updates the plan when changes occur, confers with the physician, makes entries in medical records, and prepares reports.

The dietitian considers such factors as the type of diet prescribed, socioeconomic and religious background, and personal preferences of the patient, capabilities of the food production and service units, cost and availability of food, and possible side effects of medication.

The sequence of duties performed is generally similar in all cases; however, each situation must be considered on an individual basis.

Factor 5. Scope and Effect--Level 5-3--150 points

The purpose of the work is to provide nutritional care to patients, including those who require highly specialized diets.

The work affects patients' recovery and continued well-being.

Factor 6. Personal Contacts--Level 6-2--25 points

Contacts are with patients and their families, and with professional and nonprofessional hospital staff.

Factor 7. Purpose of Contacts--Level 7-3--120 points

Contacts with patients are to extract needed information, and to inform and motivate them to follow the diet. The dietitian must be skillful in persuasion, negotiation, or other approaches in order to influence the patient to change long-standing eating patterns. Contacts with the professional hospital staff are to advise and confer on the patient's diet and progress.

Factor 8. Physical Demands--Level 8-1--5 points

Some of the work is sedentary involving research, planning diets, and preparing reports.

Considerable walking throughout the hospital is involved in patient contact and coordination of food service.

Factor 9. Work Environment--Level 9-2--20 points

Work is performed in a hospital setting and involves regular and recurring risks of exposure to contagious diseases.

TOTAL POINTS--1970

DIETITIAN, GS-0630-09, BMK #2*Duties*

Serves as the dietitian responsible for conducting the activities of the hospital's outpatient and ambulatory care nutrition clinic.

Interviews patients to obtain information concerning eating patterns, economic situation, cultural background, and other conditions which influence food preferences and preparation. Develops a nutritional care plan based on the physician's diet prescription, the patient's medical records, and the information obtained from the interview.

Instructs patients and their families concerning the diet plan.

Coordinates diet therapy and education activities. Plans, schedules, and conducts training programs for patients, families, and hospital staff, either individually or in groups, concerning nutrition as it relates to particular diseases, or to nutrition in general.

Factor 1. Knowledge Required by the Position--Level 1-6--950 points

Professional knowledge of the principles, practices, and procedures of dietetics required to conduct the activities of the nutrition clinic.

Knowledge of common diseases, prognosis, medication, treatment methods, and terminology of the medical field to relate this information to the patient's diet.

Knowledge of the concepts of training to instruct individuals or groups concerning various aspects of dietetics.

Skill in obtaining information from patients, analyzing the diet prescription, and translating this into a diet for a patient.

Ability to convey ideas and information to individuals or groups with differing backgrounds.

Factor 2. Supervisory Controls--Level 2-3--275 points

The section chief assigns responsibility for conducting the activities of the nutrition clinic by defining objectives to be accomplished, and establishing program policy and procedures to be followed. The supervisor is available to provide advice concerning unusual situations encountered.

The dietitian plans, schedules, and conducts the activities of the nutrition clinic, based on the established policies and procedures.

Work is evaluated for adherence to hospital policies and professional practices, and for effectiveness in dealing with patients, through a review by the supervisor of activity reports, notations in medical records, and attendance at classes.

Factor 3. Guidelines--Level 3-3--275 points

Guidelines are available, such as the operating program manual, professional literature, and medical reference material.

The dietitian interprets these guides and applies or modifies them to fit specific situations, such as the background of the audience, the subject of the instruction, or the individual needs of patients.

Factor 4. Complexity--Level 4-3--150 points

The work consists of obtaining and analyzing data, developing dietary plans, and instructing patients.

The dietitian considers the personal and medical factors that differ with each patient, such as economic status, educational level of the audience, the medical problems, treatment methods, and progress of the patient.

The dietitian identifies the various factors to be considered and develops individual treatment plans or classes to fit specific requirements.

Factor 5. Scope and Effect--Level 5-3--150 points

The purpose of the work is to develop and explain diet plans to patients, and to conduct training for patients and hospital staff concerning nutrition.

The work affects the recovery and continued well-being of the patients, and the work of other members of the hospital staff.

Factor 6. Personal Contacts--Level 6-2--25 points

Personal contacts are with hospital staff in other departments or services, and with patients and their families.

Factor 7. Purpose of Contacts--Level 7-3--120 points

Contacts with patients and their families are to question them concerning eating habits, cooking facilities, food preferences, economic ability to purchase food, and similar matters; and to motivate them to follow the diet. Patients may be skeptical of new eating habits or foods, requiring the dietitian to use persuasion or other methods to establish rapport and influence the patient. Contacts with hospital staff are to provide information that will improve their understanding of dietetics.

Factor 8. Physical Demands--Level 8-1--5 points

Much of the work is sedentary, but also involves some standing and walking throughout the hospital.

Factor 9. Work Environment--Level 9-1--5 points

The work is conducted in a hospital, and involves patient contact and some exposure to contagious diseases.

TOTAL POINTS--1955

DIETITIAN, GS-0630-09, BMK #3

Duties

Serves as the dietitian in charge of the staff development function, having responsibility for planning, scheduling, and conducting the training program for the dietetic service.

Conducts a program for the development of the dietetic staff designed to increase professional knowledge and experience.

Conducts in-service training programs for nonprofessional employees, through orientation, on-the-job instructions, refresher courses, and extended training.

Conducts training for patients, volunteers, and students.

Performs patient therapy duties for assigned wards.

Factor 1. Knowledge Required by the Position--Level 1-6--950 points

Knowledge of the principles, practices and procedures of dietetics, and their application to the various specialized functions of the dietetic service.

Knowledge of professional continuing education requirements and of training methods and materials sufficient to conduct and coordinate training for the dietetic service of the hospital.

Ability to motivate employees to participate in training programs.

Ability to convey information to others.

Factor 2. Supervisory Controls--Level 2-3--275 points

The section chief delegates continuing responsibility for the function, and is available to provide assistance in unusual situations.

Within established procedures, the dietitian independently performs the planning and conducting of the staff development function.

Work is reviewed for adherence to professional standards through reports to the supervisor, and feedback from the recipients of the training.

Factor 3. Guidelines--Level 3-3--275 points

Procedures are established for the operation of the staff development function. The dietitian must update training aids and adapt material to the needs of the audience.

Judgment is required to determine the kind and extent of training required for professional and nonprofessional staff. The dietitian must keep abreast of new developments in nutrition, training methods, and medicine as it relates to nutrition.

Factor 4. Complexity--Level 4-3--150 points

Determines training needs, based on surveys, professional continuing education requirements, special requests, and other methods.

Decisions regarding the nature of training to be conducted are based on the needs identified and on the time and resources available.

Variation exists in the needs and characteristics of the audiences, and in the nature of material presented. The training requirements must be analyzed.

Factor 5. Scope and Effect--Level 5-3--150 points

The purpose of the work is to conduct the in-service training program for the hospital's dietetic service.

The planning and conducting of training for hospital staff affects the operation of the dietetic program and the fulfillment of professional standards.

Factor 6. Personal Contacts--Level 6-3--60 points

Contacts are with employees, supervisors, and management officials within the dietetic service and in various departments within the hospital. Contacts outside the agency include representatives of professional associations, physicians, university instructors, community representatives, and other subject-matter specialists who would be appropriate candidates for providing lectures, seminars, meetings and demonstrations.

Factor 7. Purpose of Contacts--Level 7-2--50 points

Contacts with supervisors and management officials are to obtain cooperation and schedule training. Contacts with other departments and employees are to arrange for their participation in training or to teach them about nutrition and the relationship to the dietary service. Contacts with officials outside the hospital are for the purpose of inviting their participation as guest speakers. Persons encountered generally have cooperative attitudes and are working toward mutual goals.

Factor 8. Physical Demands--Level 8-1--5 points

Work involves sedentary activities, as well as some walking and standing.

Factor 9. Work Environment--Level 9-1--5 points

Work is performed in a hospital and involves some exposure to contagious disease, and noise and hazards of food processing equipment.

TOTAL POINTS—1920

DIETITIAN, GS-0630-09, BMK #4*Duties*

Serves as administrative dietitian in a hospital food service system, and is responsible for a phase or segment of the work.

The dietitian is responsible for the overall menu planning for the hospital, including regular menus, selective menus, cyclic menu plans, and modified menus.

Plans and conducts a variety of studies relating to food preferences, cost control, safety and sanitation, food service procedures, and similar administrative concerns.

Instructs food production and service staff in dietetic practices and procedures.

Factor 1. Knowledge Required by the Position--Level 1-6--950 points

Professional knowledge of the principles, practices, and procedures of the field of dietetics to provide nutritional care to patients.

Knowledge of administrative practices required to plan menus for the hospital and conduct studies.

Knowledge of the concepts of training in order to instruct individuals or groups concerning various aspects of dietetics.

Ability to coordinate the institutional feeding program with professionals and nonprofessionals in the dietetic service, and with other hospital activities.

Factor 2. Supervisory Controls--Level 2-3--275 points

The supervisor assigns responsibility for planning menus and conducting studies by defining objectives to be accomplished and procedures to be followed. The supervisor is available to provide assistance on problems encountered which do not have clear precedents.

The dietitian independently plans and develops cycle menus, and plans and conducts special studies, in accordance with established policies and procedures.

Work is reviewed for technical soundness, adherence to hospital and dietary service procedures and constraints, and professional standards.

Factor 3. Guidelines--Level 3-3--275 points

Guidelines are usually available but must be interpreted, adapted, and combined. Guidelines include standardized menus, nutritional standards, minimum daily requirements, diet manual, standards and procedures governing portion control and cost control, and professional literature. The dietitian uses judgment in standardizing and implementing all diets and menus for both routine diets and for complex diet therapy in response to changing hospital needs.

For some studies, guidelines are not specific or may not be available, requiring the dietitian to identify the data to be collected and to analyze the data in relation to the specific problem, as well as in relation to overall hospital or dietetic service guidelines and constraints. Based on results obtained, the dietitian develops recommendations for changes or for modified procedures.

Factor 4. Complexity--Level 1-3--150 points

Assignments consist of collecting and analyzing data for a variety of different situations and processes, such as cost control, space layout, equipment availability and needs, normal and special diets.

The dietitian must analyze each problem both individually and in combination with other factors. In developing menus the dietitian must consider nutritional requirements, diet therapy, cost, portion control, food color and texture, patient preference, equipment to be used in food preparation, and similar concerns.

In conducting studies the dietitian must determine the information required, must analyze the issues involved, and must recommend a course of action based on such considerations as efficiency and economy.

Factor 5. Scope and Effect--Level 5-3--150 points

The purpose of the work is to provide nutritional services and care to the patient population of the hospital. Daily problems must be resolved.

Studies conducted affect the operation of the food service system. Nutritional plans affect the well-being of the patients.

Factor 6. Personal Contacts--Level 6-2--25 points

Personal contacts are with patients, with professionals and non professionals of the dietetic service, with other services within the hospital, and with suppliers.

Factor 7. Purpose of Contacts--Level 7-2--50 points

Contacts with patients are to obtain information necessary to evaluate the food service provided. Contacts with other professionals are to coordinate the specialized dietary needs of patients. Coordination with food service supervisors is for the purpose of substituting menu items to accommodate food shortages, equipment breakdown, or similar emergency conditions. The dietitian obtains information from suppliers, such as cost, ingredients, and availability of items.

The individuals contacted usually have mutual goals and cooperative attitudes.

Factor 8. Physical Demands--Level 8-1--5 points

Much of the work is sedentary, but also involves some standing, and walking throughout the hospital.

Factor 9. Work Environment--Level 9-2--20 points

The work is performed in a hospital. It involves regular and recurring exposure to contagious diseases and hazards from food processing equipment.

TOTAL POINTS—1900

DIETITIAN, GS-0630-09, BMK #5*Duties*

Performs a variety of dietetic functions in a small hospital where procedures are established and problems are minimal.

Maintains established food standards, plans nutritionally sound and acceptable regular diet menus within budgetary allocations, and conducts investigative studies concerning improved procedures and service.

Instructs in and out patients in the nutrition clinic concerning prescribed diets and basic nutrition.

Plans and controls the dietary requirements for patients in the hospital in accordance with the diet prescription.

Conducts an educational and training program for staff development.

Factor 1. Knowledge Required By the Position--Level 1-6--950 points

Professional knowledge of dietetic principles, practices and procedures required to perform a variety of recurring duties in two or three specialized areas.

Knowledge of food service management and of regular and therapeutic diets and educational duties to provide nutritional care to patients.

Knowledge of education and training methods, and of professional standards and requirements, in order to provide in-service training to the staff of the dietetic service, and to provide nutritional instruction to patients and allied health personnel.

Factor 2. Supervisory Controls--Level 2-3--275 points

The chief dietitian assigns the work based on the workload of the dietary service. The physician provides the diet prescription.

The dietitian plans, conducts, and carries out assignments, based on professional experience and a knowledge of hospital practices. Assistance from the supervisor is available as required in unusual situations.

The work is reviewed for technical accuracy and compliance with policies and procedures through spot checks, review of medical records, and feedback from hospital staff and patients. Review of work is to assure adherence to accepted nutritional practices and operating policies.

Factor 3. Guidelines--Level 3-3--275 points

Guidelines include policy and procedural manuals developed by the agency, hospital, and department; nutritional standards; nutritional and medical reference material; and the diet prescription; and makes necessary adaptations to resolve day-to-day problems. The dietitian stays abreast of agency and professional publications in order to update the hospital's diet manual and operating procedures.

Factor 4. Complexity--Level 4-3--150 points

The dietitian performs duties in administration, patient therapy, and nutritional education.

Each assignment in each specialized area requires consideration of different factors, such as the use of a variety of therapeutic diets for nutritional management of various patient illnesses or needs; conducting studies for the improvement of food service systems management or resolving a variety of day-to-day problems; and considering training needs, and selecting appropriate material.

The various factors which occur in each situation must be analyzed and evaluated to determine the correct approach.

Factor 5. Scope and Effect--Level 5-3--150 points

The purpose of the work is to perform a range of dietetic duties in several functional areas of dietetics.

Work affects the operation of the dietetic service and the physical and mental well-being of patients.

Factor 6. Personal Contacts--Level 6-2--25 points

Contacts are with patients, their families, and professional and nonprofessional hospital staff.

Factor 7. Purpose of Contacts--Level 7--120 points

Contacts with hospital personnel are to exchange information. Contacts with patients and their families are to counsel, encourage, and persuade them to follow prescribed diets. Contacts require patience, tact and sensitivity towards the background or preferences of the patient, as well as the objectives of the staff.

Factor 8. Physical Demands--Level 8-1--5 points

Some of the work involves sitting and writing reports and planning diets. Considerable walking is involved in contacts with patients and food workers.

Factor 9. Work Environment--Level 9-2--20 points

Work is performed in a hospital setting and involves regular and recurring risk of exposure to contagious disease or hazards of food production equipment.

TOTAL POINTS--1970

NUTRITIONIST, GS-0630-09, BMK #6

Duties

Serves as nutritionist in a regional office responsible for carrying out management evaluations of State agency operations of Federal food assistance programs in terms of nutritional goals.

Reviews or assists in the review of plans for nutrition services or nutrition education submitted by States under food and nutrition or other programs.

Conducts or assists in on-site management evaluations of State agency operations of food programs with respect to nutritional standards, nutrition education, and food service management.

Guides or trains State agency personnel in proper interpretation of regulatory requirements for food packages, nutrients, or food patterns, and nutrition education for such programs.

Develops program aids and nutrition-related educational materials to be used by Federal and State agencies, program participants, or the general public.

Maintains relationships with other Federal, State, and local governments, agencies, colleges, and universities to bring about a greater exchange of ideas, experiences, cooperative assistance and support for programs.

Assists higher level nutritionist in planning, monitoring, and collecting data for nutritional studies to be conducted in the region.

Makes presentations to groups, such as students, school administrators, community civil associations, or trade associations about the nutritional aspects of agency programs.

Factor 1. Knowledge Required by the Position--Level 1-6--950 points

Professional knowledge of the science of nutrition and the principles, practices, and procedures required to assure that adequate nutritional care is provided to program participants.

Knowledge of program requirements and administrative procedures to review and evaluate nutrition programs offered by State agencies and to recommend improvements and corrective action.

Knowledge of the concepts of training to guide and train others in the interpretation of various nutrition regulations and requirements, and to develop program aids relating to nutrition.

Ability to promote the program and maintain effective working relationships with others at the State and local levels to gain support and assistance for agency programs.

Skill in assessing the nutritional status of program participants through the application of program reviewing and monitoring techniques.

Factor 2. Supervisory Controls--Level 2-3--275 points

The incumbent is under the general supervision of the director of the nutrition service. Specific duties are assigned on a daily, weekly, or monthly basis.

On assignments for which overall objectives and methods have been established, incumbent is expected to proceed independently, only seeking guidance on novel or unusually complex problems.

Work is reviewed for soundness of judgment on recommendations made and for consistency with program objectives.

Factor 3. Guidelines--Level 3-3-- 275 points

Guidelines include regulations, agency instructions, policy memoranda, accepted professional nutritional standards, and professional literature and publications.

The incumbent uses judgment in evaluating services for which guidelines are not completely available, in interpreting the application of guides for others, and in recommending changes or adapting guides to problems encountered.

Factor 4. Complexity--Level 4-3--150 points

Assignments consist of developing and providing nutrition education guidance in connection with a number of programs (such as Supplemental Food Program (WIC), Nutrition Education and Training Program (NET), Special Nutrition Programs, and Family Nutrition Programs).

The nutritionist considers a variety of factors, such as type of services being offered to program participants, and determines if they are compatible with nutritional requirements for the particular group(s) served.

The nutritionist recommends corrective action for the nutritional aspects of programs carried out by State and local agencies.

Factor 5. Scope and Effect--Level 5-3--150 points

The purpose of the work is to monitor, review, and evaluate State and local nutritional programs offered to participants.

The work affects the operation of nutrition services offered to participants and is directly related to the well-being of individuals and families participating in food assistance programs.

Factor 6. Personal Contacts--Level 6-3--60 points

Contacts are with officials of State and local agencies, schools, community and civic groups, health agencies, regional staff members, and other interested parties.

Factor 7. Purpose of Contacts--Level 7-2--50 points

Contacts are for the purpose of obtaining information and evaluating the quality of food packages, meal patterns, and nutrition education offered to program participants.

Factor 8. Physical Demands--Level 8-1--5 points

A portion of the work is sedentary involving writing reports, developing, and gathering information and data. There is considerable walking and traveling involved in visiting agencies sponsoring programs.

Factor 9. Work Environment--Level 9-1--5 points

The majority of the work is performed in an office setting.

TOTAL POINTS--1920

NUTRITIONIST, GS-0630-09, BMK #7

Duties

Conducts comprehensive searches for references on methods for analyzing the nutrient content of foods, particularly meat and poultry products. Evaluates methodology to determine the level of nutrients in foods. Organizes report into categories, and compiles preliminary summaries on factors which may affect the accuracy of nutrient analyses.

Calculates nutrient-to-nutrient ratios to aid in the development of standard values for use in nutrition labeling and for aiding in the evaluation of nutrient criteria currently used by the agency to monitor compliance with meat and poultry regulations.

Performs computations of the consumption of specific foods or types of foods for use in exposure assessment evaluations. This involves using tables of frequency of eating and computer data bases on food consumption.

Prepares reports and papers for oral presentation by senior members of the staff. Prepares graphic displays for incorporation into reports or presentations. On occasion, designs the graphic display to meet specific objectives.

Develops reference materials and data files on bioavailability of nutrients in foods.

Factor 1. Knowledge Required by the Position--Level 1-6--950 points

Professional knowledge of the science of nutrition sufficient to evaluate nutritional information for pertinence to a particular topic and for appropriateness of the information to the use assigned. General knowledge of recommended procedures for analysis of nutrient content to the extent of being able to identify an unconventional procedure.

General familiarity with programs and objectives of the agency, as well as thorough understanding of the objectives of the projects assigned, in order to develop appropriate materials and data.

Factor 2. Supervisory Controls--Level 2-3--275 points

The supervisor assigns projects and indicates in general terms the work to be done and the objectives of the projects. The employee handles most problems encountered in the assignment and refers to the supervisor only those deviations for which no clear precedent is known.

The employee is responsible for independently planning and carrying out information gathering and analysis activities involving the application of standard agency policies and professional methods and techniques, such as comprehensive reference searches and evaluation of the methodology used to determine the level of nutrients in food. The employee uses judgment in screening and developing pertinent data for use by senior members of the staff.

Work, such as summaries and computations, is reviewed upon completion or through periodic or special reports. Review is for adherence to agency policies and accepted nutritional practices. Currently used professional methods for analyzing the nutrient content of food, calculating nutrient ratios, and similar techniques are usually not reviewed in detail.

Factor 3. Guidelines--Level 3-3--275 points

Guidelines include general nutritional literature, guidelines, standards, and methodologies; agency and program policies; and information relating to the specific industries involved, particularly the meat and poultry industries. The employee must stay abreast of the state of the art, such as recent publications by scientists or professional organizations, for information which may not be readily available, and which may be hard to locate. Judgment is required to determine or select appropriate information which applies to a project and also to insure that all valid points are presented, so that a fair and accurate representation of the body of information on a given topic is available.

Develops trends, patterns and analyses, such as consumption of specific foods, or similar data when the data is not readily available. The employee also recommends or develops improvements in guidelines.

Factor 4. Complexity--Level 4-3--150 points

The work consists of a range of projects including assisting in exposure evaluations; compiling technical reports; conferring with nutritionists in other agencies in the development of policies, and re viewing publications by other nutritionists in the agency.

The employee must locate, analyze, and interpret a considerable amount of data in relation to each project, such as reviewing methodologies used in determining nutrients in specific foods, assessing food intake by different population groups, assessing nutrient needs of special population groups, or developing information on nutrients in foods.

Information developed for each project is primarily of a factual nature, but requires identifying or working with a variety of elements relating to nutrients (particularly those found in meat or poultry), food consumption, and similar conditions.

Factor 5. Scope and Effect--Level 5-3--150 points

The purpose of the work is to develop background information on nutrition for use by a regulatory agency. This information is used in the formulation of policy for the agency, and in regulations that affect the meat and poultry industries and the health and safety of the general public.

Factor 6. Personal Contacts--Level 6-3--60 points

Personal contacts include librarians in various libraries, informational departments of professional organizations, individual research scientists, and representatives of industry. Some contacts are with staff members in other government agencies or other programs within the agency.

Factor 7. Purpose of Contacts--Level 7-2--50 points

Contacts with informational sources are primarily to obtain or clarify information. Contacts within the agency, or with other government agencies, are to discuss issues while working on commit tees, or to provide requested information on nutrition topics.

Factor 8. Physical Demands--Level 8-1 --5 points

The work is primarily sedentary but some light lifting of files and other office materials is involved.

Factor 9. Work Environment--Level 9-1 --5 points

The work involves everyday risks and discomforts typical of offices, meeting and training rooms, and libraries.

TOTAL POINTS—1920

DIETITIAN, GS-0630-11, BMK #1*Duties*

Serves as administrative dietitian in a work situation where the complexities of the hospital's dietetic program range from low to moderate, such as long-term patient care, a complex food service system, affiliation with a medical school, specialized medical programs, or other complexities.

Plans, schedules, and coordinates the functions of the section, including budget and menu planning, food production and service, safety and sanitation, space and equipment, and investigative studies in these areas for improving the economy of operations and the quality of service.

Provides direction to one or two subordinate dietitians, and through subordinate supervisors, to a large number of food service workers.

Factor 1. Knowledge Required by the Position--Level 1-7--1250 points

Professional knowledge of the principles, practices, and procedures of the field of dietetics required to perform and direct the specialized activities of the food service management function for a variety of patients on regular and modified or therapeutic diets.

Knowledge of the administrative practices required to plan the activities of the section and to participate in the management of the department .

Ability to motivate others to accomplish program objectives.

Factor 2. Supervisory Controls--Level 2-4 --450 points

The assignment is delegated, in terms of accomplishing the mission of the section, by the chief dietitian who is available to discuss major proposals or problems.

Plans, schedules, and guides the activities of subordinate professional or nonprofessional employees. Coordinates the work activities within the section, with other dietetic functions, and with other departments in the hospital, and with food and equipment suppliers. The dietitian is responsible for resolving day-to-day operational problems.

Proposals involving major changes to the program are reviewed with the supervisor or committees. Day-to-day operations are reviewed for effectiveness in meeting expected results, such as quality and timeliness of servicing meals to patients.

Factor 3. Guidelines--Level 3-3--275 points

Guidelines include agency, hospital, and dietary service operating policies and procedures, nutritional standards, professional reference material, and specifications of supplies and equipment.

The administrative dietitian uses the guides to evaluate and recommend changes to procedures, equipment, space layouts, and similar problems.

Factor 4. Complexity--Level 4-4 --225 points

The work involves the continuing assignment of responsibility for the various activities of the section, and the coordination of these activities with other dietary and hospital staff positions.

The dietitian considers the nutritional needs, benefits to the patient, availability of manpower, space utilization, and budgetary limitations in the planning of menus or changes to production and service procedures, supplies and equipment.

Data concerning the planning, production, or service functions is obtained, investigated, and analyzed to determine the effects on the dietary service.

Factor 5. Scope and Effect--Level 5-3--150 points

The planning, production, and service of nutritionally adequate and appetizing food is the mission of the dietetic service and affects the well-being of patients.

As dietitian responsible for the administrative function, the dietitian's work affects the operation of the dietetic program and the food service system.

Factor 6. Personal Contacts--Level 6-3--60 points

Contacts are with patients, with professional and nonprofessional staff in the dietary service and other departments of the hospital, and with numerous representatives from manufacturing and supply companies.

Factor 7. Purpose of Contacts--Level 7-3--120 points

Contacts are to resolve operating problems and gain acceptance of proposals with hospital staff; to inform, guide, evaluate and control subordinate employees; to evaluate with patients the food and service which they are receiving; and to resolve a variety of problems with manufacturing and supply representatives, such as discrepancies, quality, deliveries, and similar problems.

Factor 8. Physical Demands--Level 8-1 --5 points

The work involves duties which are performed in an office setting, and which also require considerable walking throughout the entire hospital.

Factor 9. Work Environment--Level 9-2--20 points

The work is performed within the hospital and involves regular and recurring risk of exposure to contagious diseases, to kitchen noise, and to hazards of kitchen equipment.

TOTAL POINTS--2555

DIETITIAN, GS-0639-11, BMK #2

Duties

The clinical dietitian is responsible for providing dietetic services for a renal-hypertension unit or a nutrition support team consisting of inpatient care, a close observation-intensive care unit, and an outpatient renal-hypertensive clinic.

Serves on interdisciplinary treatment team, composed of surgeon, physician, psychologist, social worker, and dietitian; or surgeon, physicians, pharmacist, nurse, and dietitian. The team reviews patients' medical backgrounds, psycho-social history, current dietary adherence, method of administration of nutrition, and makes selection of patients to enter into the program. Attends ward rounds with the team. Each patient is discussed and total care plans are developed.

Makes a nutritional assessment of each patient. Most patients are nutritionally inadequate because of their renal disease or debilitating medical disease or surgical procedures. Through the physician, the dietitian initiates laboratory tests for each patient to more accurately assess diet needs. Monitors laboratory values closely and recommends dietary changes to the physician.

Reviews the diet prescribed by the physician. Makes diet calculations, since most patients cannot be put on standard diets. Tailors the renal diet to the patient to obtain maximum adherence, or tailors the diet for the malnourished patient to the patient's physical needs. Advises the physician when a need for dietary change is observed, recommends a suitable formula diet, and determines rate of administration of formula feedings.

Conducts patient education, both on an individual basis and through patient classes. Teaches renal diet principles or formula diet and normal nutrition principles. Develops or modifies teaching materials.

Records information in medical records regarding nutritional assessment, patient progress, education, discharge plans, and similar matters.

Instructs hospital staff physicians, pharmacists, nurses, and students in dietary management of renal disease or in total parenteral, total enteral nutrition and formula diet administration procedure.

Factor 1. Knowledge Required by the Position--Level 1-7--1250 points

Knowledge of a complex phase of clinical dietetics.

Skill in applying knowledge to difficult, complex problems of patient care.

Knowledge of the wide range of principles and practices of clinical dietetics, and the relationship of other complicating illnesses and treatment methods to the specialty phase.

Skill in obtaining information from patients, analyzing dietary needs, and in translating this into an individual diet plan.

Knowledge of the concepts of training in order to instruct individuals and groups concerning various aspects of their diets.

Factor 2. Supervisory Controls--Level 2-4--450 points

The clinical dietitian is independently responsible for managing the dietary treatment of patients in the renal program, or of nutritionally debilitated medical or surgical patients at the hospital. Specific projects and objectives are developed jointly between the supervisor and the employee.

The dietitian serves on the multidisciplinary treatment team for renal disease, or on the treatment team for total parenteral-total enteral nutrition, and is recognized as the dietary expert. The dietitian coordinates dietary treatment of patients with other health professionals, with food service staff, with the patients' families, and with any others necessary.

Work is reviewed in terms of meeting desired results, and in terms of the patients' progress.

Factor 3. Guidelines--Level 3-3--275 points

Hospital and dietary practices and procedures are available, as are reference manuals and professional literature.

The dietitian must use judgment in adapting the diet to the individual needs of the patient, and in adapting training material to the audience. The dietitian must stay abreast of the latest material pertinent to renal disease, or the nutritionally debilitated patient, including both the dietary information and the treatment methods as they affect the nutritional status of the patient.

Factor 4. Complexity--Level 4-4--225 points

The work ranges from patient assessment to counseling and teaching, and requires the application of a professional knowledge of clinical dietetics, with special emphasis in a complex subspecialty.

The dietitian continuously makes professional decisions or recommendations concerning dietary treatment and changes. The nutritional status, medication and treatment methods, and progress of each patient vary and require close monitoring and frequent modification.

The dietitian must develop, update and refine dietary treatment plans for individual patients, as well as the guidelines for the dietary service, and training materials for a complicated disease state.

Factor 5. Scope and Effect--Level 5-4--225 points

The purpose of the work is to participate in the development and modification of treatment programs for renal or nutritionally debilitated patients through the interdisciplinary treatment of patients. The dietitian teaches and develops nutritional guidance for physicians, professionals of the allied health services, and other dietitians or concerned parties. Successful dietary procedures serve as guides for the treatment of similar patients, and thus affect the effectiveness of the program.

Factor 6. Personal Contacts--Level 6-2--25 points

Contacts are with patients, their families, and hospital staff.

Factor 7. Purpose of Contacts--Level 7-3--120 points

Contacts with patients are for the purpose of nutritional assessment and dietary counseling. The dietitian must be skillful in influencing, persuading, and motivating the patient and the patient's family since the diet is critical to the patient's health. The renal diet is unusually restrictive and difficult to follow. Contacts with hospital staff are to exchange information. The dietitian also teaches patients and health professionals in a structured setting.

Factor 8. Physical Demand--Level 8-1--5 points

Work involves sedentary activities, as well as some standing and much walking.

Factor 9. Work Environment--Level 9-1--5 points

Work is performed in a hospital and involves some exposure to contagious disease.

TOTAL POINTS--2580

PUBLIC HEALTH NUTRITIONIST, GS-0630-11, BMK #3

Duties

Serves as a public health nutritionist for an Indian Health Service unit, which furnishes a comprehensive health program for Indians residing within the designated area. The nutritionist works within the community, which is frequently remote or isolated, and lacks many of the modern conveniences.

Develops a nutritional health program for Indians in the area served, based on the nutritional needs identified, cultural patterns, and available resources.

Provides technical assistance in planning and implementing tribal health programs with a food and nutrition component and provides in-service training for tribal staff.

Evaluates dietary habits, food purchasing practices and food resources of the Indians or special groups, and uses pertinent findings in planning practical nutrition services.

Coordinates the nutritional program with other health agencies, programs, and services to assure optimal nutritional care.

Identifies nutritional problems, establishes short and long-range objectives, sets priorities, plans the methods to be used, and evaluates progress.

Prepares the budget for the nutrition program in the service unit.

Provides consultant services on nutrition to health unit staff, hospital staff, community groups, clinics, families, schools, and others.

Factor 1. Knowledge Required by the Position--Level 1-7--1250 points

Knowledge of the principles and practices of therapeutic nutrition and food service management, which is required to develop nutritional plans and provide consulting services to a wide variety of Indian groups, patients, and other health professionals within the geographical area served.

Knowledge of current Federal regulations that govern programs with a nutrition component to provide consultation to Indian groups.

Knowledge of the specific nutritional problems of various Indian groups, ranging from children to the aged, and from the sick to the healthy.

Knowledge of the eating habits of a variety of Indian cultural groups within the geographic area to adapt normal and therapeutic nutrition plans to meet their nutritional needs with culturally acceptable goods.

Knowledge of appropriate education and training principles and techniques, as applied to public health practices, to instruct the group served.

Factor 2. Supervisory Controls--Level 2-4--450 points

The employee receives general supervision from the service unit director and technical direction from the area nutritionist. The employee is the nutrition expert for the geographical area served and provides consultation to field and hospital health staffs and community groups. The nutritionist participates with the service unit director, as well as with the tribal health board, in identifying nutritional needs and problems, establishing long- and short-term objectives, selecting priorities from among the nutritional problems, and evaluating progress.

The nutritionist is responsible for planning and carrying out the nutrition component of the service unit health program. Consultations with patients and groups, and coordination with other agencies or programs, are scheduled by the nutritionist, based on an evaluation of the program needs.

Work is reviewed for effectiveness in meeting program objectives, particularly for furthering the nutritional health of the population served.

Factor 3. Guidelines--Level 3-3--275 points

Guidelines include policies, procedures, manuals, and technical journals and references established by the Federal government, the agency, and the profession. The nutritionist keeps abreast of the continuing changes in dietary treatment practices.

The nutritionist advises and participates with other members of the health team and the tribal health board in the continual updating of the guidelines, and in adapting their application to cultural differences. Additionally, the nutritionist interprets Federal regulations of various programs which have a nutrition component, and assists the tribal programs in following these regulations.

Factor 4, Complexity--Level 4-4--225 points

The work involves developing plans, identifying needs, coordinating with other programs, and providing advice on nutritional matters to a wide variety of Indian groups.

The nutritionist considers the age, health, financial status, availability of food, as well as the cultural background and eating habits of the Indian tribes in the assigned area, which frequently conflict with accepted standards of adequate nutrition.

The nutritionist assesses the nutritional needs of the Indians and their families, community groups, schools, hospitals, and similar groups served by the program, and evaluates the

effectiveness of the program in meeting their nutritional needs. The nutritionist makes continual adaptation to meet the wide variety of needs of the groups served.

Factor 5. Scope and Effect--Level 5---150 points

The purpose of the work is to deliver nutritional services to an Indian community, as part of a comprehensive health program.

Nutrition services contribute to the promotion of health and the prevention of disease for all ages of the population served. Additionally, the public health nutritionist identifies other nutritional services available through community health and educational agencies, and makes recommendations for actions to improve the nutritional services or programs provided to the local community by those agencies.

Factor 6. Personal Contacts--Level 6-2--60 points

Contacts are with families, groups, tribal council, tribal program directors and staff, community leaders, tribal health board, medical and health staff, school personnel, trading post and grocery store operators, welfare and other related agencies.

Factor 7. Purpose of Contacts--Level 7-3--120 points

The contacts involve informing and convincing individuals, groups, and organizations of the value of good nutritional habits, which often in serious conflict with Indian religious beliefs and cultural patterns. Nutritionist must also motivate individuals to change food habits to comply with medical recommendations. Other contacts are for the purpose of providing training to groups participating in the provision of health and nutrition services. Some contacts require skill in interviewing in order to obtain information for the data base.

Factor 8. Physical Demands--Level 8-2--20 points

Some of the work is sedentary involving planning nutritional services. However, much of the work is performed in remote communities which involves considerable walking or traveling over unpaved roads and rough terrain on a regular and recurring basis, and requires some physical agility. The nutritionist must transport, lift, or carry a variety of audio-visual and other training materials, and food and cooking equipment for making demonstrations in primitive surroundings.

Factor 9. Work Environment--Level 9-2--20 points

The work involves, on a regular and recurring basis, discomforts required by outside visits in weather ranging from the desert heat to Alaska cold, in remote Indian communities and primitive surroundings. Heat or air conditioning, electricity, and indoor plumbing frequently are not available. The nutritionist is exposed to extremes of heat or cold for extended periods of time while checking food shipments at outdoor loading docks. Because of the long distances

involved, travel involves overnight stays at these locations, travel in single or twin aircraft, or other unusual modes of transportation or accommodation.

TOTAL POINTS—2570

NUTRITIONIST, GS-0630-11, BMK #4

Duties

Serves as a nutritionist in the central office responsible for providing technical assistance in nutrition, food science, and institutional food service management to agency and regional organizations, and State agencies.

Develops and coordinates the scientific, technical, and administrative or food service management aspects of child nutrition programs administered by the agency.

Develops guidance materials, such as menu planning guides, food buying guides, quantity recipes, food service management manuals, fact sheets and training packages, for use in Federally funded child nutrition programs by program participants, administrative government agencies, and the food industry. Areas of responsibility include, but are not limited to, menu planning, nutritional requirements, food and equipment purchasing, food labeling, recipes, cost control, and interpretation of government regulations.

Develops and coordinates workshops and training sessions in nutrition and institutional food service management and operations for Federal program staffs.

Interprets nutrition, food science, and food management research findings; evaluates impact of research on program operations; prepares position papers and reports to disseminate results.

Maintains contact with a variety of organizations, such as professional organizations and trade associations, in the development of nutritional aspects of regulations; with industry in relation to products to be used; and with colleges and universities to obtain current information and provide data for research contracts.

Recommends revisions or modifications to agency policies in nutrition, food science, and institutional food service management as the need arises during the course of the work.

Factor 1. Knowledge Required by the Position--Level 1-7--1250 points

Knowledge of nutrition, food science, and food service management theory and application to meet human nutrition and health needs in community-based food assistance programs.

Knowledge of child nutrition and of food service management systems as they apply to children in order to provide program direction and technical assistance to groups served by the agency's programs.

Knowledge of training techniques and materials as they apply to the populations served.

Knowledge of the administrative aspects of food and nutrition assistance programs and policies in order to analyze and evaluate a problem or situation, determine a course of action, implement the action and evaluate results.

Ability to adapt professional knowledge to continually changing situations, requirements, and programs.

Ability to manage projects, including developing, coordinating, and administering technical program requirements.

Ability to communicate effectively, both orally and in writing, in providing program guidance and training.

Factor 2. Supervisory Controls--Level 2-3--275 points

Work is performed under the general supervision of the section chief who assigns projects, establishes time frames, and provides direction in terms of general operational policy. Nutritionist is expected to determine approach and methods for accomplishing duties of the assignment within time frames established, and for completing work accordingly. Developing nutritional guidelines and training materials involves a considerable amount of planning and coordinating on the employee's initiative.

Work is reviewed primarily through a review of materials developed and outcome of the program's implementation. Completed work is evaluated in terms of accuracy, judgment used, and effectiveness.

Factor 3. Guidelines--Level 3-3--275 points

Guidelines include regulations, instructions, policy memoranda, accepted professional nutritional standards, and professional literature and publications. The nutritionist participates in the continual updating of the guidelines, and in adapting their application to food assistance programs.

Incumbent uses judgment in evaluating services for which guidelines are not completely available, in interpreting the application of guides, and in recommending changes or adapting guides to problems encountered.

Factor 4. Complexity--Level 4 -4--225 points

The assignment of this position include both technical and administrative responsibilities, and are complicated by functional differences between government agencies and programs.

The work involves developing plans; identifying needs; coordinating with other agencies, representatives of industry, and professional organizations; and providing advice on nutritional food science and food service management programs to a wide variety of food assistance programs.

The nutritionist must use discretion in determining steps and processes that must be taken to attain desired results, and must consider each situation individually to develop appropriate methodology.

Factor 5. Scope and Effect--Level 5-4--225 points

The purpose of the work is to develop technical program regulations and education and training materials which will help food assistance programs achieve legislation purposes.

The work affects the nutrition or food service management services offered to participants of various agency food assistance programs, as well as affecting the operations of the State agencies and the food industry which carry out these programs. The nutrition guides developed are also used by other professionals or experts.

Factor 6. Personal Contacts--Level 6-3--60 points

Contacts are with officials of Federal, State, and local agencies; schools, community and civic groups; health agency staffs; food industry and professional associations; and other interested parties.

Factor 7. Purpose of Contacts--Level 7-3--120 points

Contacts are for the purpose of obtaining information; providing direction, guidance, or justification of program implementation requirements; defending agency positions, regulations, or decisions; working out solutions or resolving problems related to administration of regulations; and evaluating the quality and quantity of food packages, meal patterns, and nutrition education offered to program participants.

Factor 8. Physical Demands--Level 8-1--5 points

The work is primarily sedentary; however, some walking, bending, and lifting of items, such as training materials, is required.

Factor 9. Work Environment--Level 9-1--5 points

The work is performed in an office setting. Some travel is required, including visits to local schools or food production plants.

TOTAL POINTS--2440

DIETITIAN, GS-0630-12, BMK #1

Duties

Serves as dietitian responsible for the dietetic function in a general medical and surgical hospital when the program presents difficulties in the dietary treatment of patients, including several specialized medical programs, including renal dialysis and intensive care units; a substantial portion of the patients requiring treatment for chronic problems, such as liver disorders, alcoholism, carcinoma, diabetes, infections, and tuberculosis; and the hospital has an active nutrition clinic for outpatients, and provides advisory services for community facilities.

Plans, organizes and directs the activities of one or two subordinate professionals, as well as nonprofessional staff. Directs and/or performs the functions of planning food production and service, patient therapy, staff development, nutrition clinic and other responsibilities in the dietetic service.

Coordinates the activities of the dietary service with those of other departments within the hospital. Provides advice concerning dietary matters to hospital staff.

Factor 1. Knowledge Required by the Position--Level 1-7--1250 points

Professional knowledge of the principles, practices, and procedures of the field of dietetics required to direct the activities of the department, provide guidance to subordinates, and provide advice to hospital staff.

Knowledge of the principles of management required to establish objectives, and to control and coordinate activities.

Ability to administer the program and maintain sound working relationships.

Knowledge of the medical functions of the hospital to coordinate activities.

Factor 2. Supervisory Controls--2-5--650 points

Technical responsibility is delegated from the agency level for the operation of the hospital dietetic service program. General guidance concerning hospital administration and medical policies are provided by the hospital management.

The dietitian is responsible for conducting the program for the hospital both technically and administratively, and for providing direction to subordinates.

Work is reviewed by the agency program officials and hospital management for compliance with overall program objectives and hospital policies, and for the effectiveness of the dietetic service.

Factor 3. Guidelines--Level 3-4--450 points

Guidelines include agency and hospital policies which outline the mission, and a variety of technical reference materials.

Dietitian interprets the general policies and develops standards, guidelines, and procedures for the dietetic service. The procedures must be tailored to the hospital's requirements and to the types of patients being treated. The dietitian must identify and respond to needs for dietary manuals and materials, for developing and implementing new dietary treatment methods, for food service procedures, and similar guidance.

Factor 4. Complexity--Level 4-4--225 points

The work consists of planning and integrating all dietary functions for the hospital, including nutritional management of a variety of chronic medical problems, the variety of food service management functions, staff development, and nutrition clinic.

The dietitian must perform long- and short-range-planning for the hospital's dietary service, and must resolve a wide variety of day to-day operating problems, such as special patient dietary needs, food delivery problems, food substitutions, and equipment breakdowns.

Planning and administering the dietetic service requires continuous interpretation of a variety of data and program plans to provide nutritional care to patients. The dietitian is responsible for developing or refining techniques and operating procedures for the hospital dietary service.

Factor 5. Scope and Effect--Level 5-4--225 points

The purpose of the work is to plan, conduct, and evaluate a hospital dietary program, which includes the various specialized functions of dietetics.

The work affects the operation of the dietetic service in a hospital, the physical well-being of patients and their families, the operations of the other services in the hospital, and the nutritional care provided by nursing homes or other facilities in the community.

Factor 6. Personal Contacts--Level 6-3--60 points

Contacts are with agency program officials, hospital administrators and staff, the representatives of supply and equipment firms, and community leaders, as well as dietary staff and patients.

Factor 7. Purpose of Contacts--Level 7-3--120 points

Contacts with the dietary staff are to direct and motivate; contacts with program and hospital staff are to coordinate work among the services and resolve operating problems.

Contacts with nongovernment representatives are to obtain supplies and equipment and to resolve a wide variety of problems, such as delivery schedules, prices, discounts, maintenance, and similar problems. Contacts with patients are to assess acceptability of the product.

Factor 8. Physical Demands--Level 8-1--5 points

The majority of the work is sedentary, but prolonged walking is also involved.

Factor 9. Work Environment--Level 9-2--20 points

Work is performed in a hospital setting, and involves regular and recurring exposure to contagious disease and to various hazards from food processing equipment.

TOTAL POINTS—3005

PUBLIC HEALTH NUTRITIONIST, GS-0630-12, BMK #2

Duties

Serves as a nutritionist with responsibility for the development, implementation, administration, and coordination of a nutrition program for an Indian Health Service district composed of several service units, or the equivalent. The work involves travel within the district to remote, isolated, and primitive communities.

Plans and directs the nutritional program for the district. Provides consultation service on nutritional matters to professional and allied health staff of public health and related agencies.

Evaluates the nutrition and dietary services for district and recommends policies, standards, and programs to meet needs. Coordinates the nutrition services with other operating programs of the public health agency.

Provides technical assistance to the staff within the district, including developing guidelines, interpreting policies and procedures, reviewing program plans, and reviewing contacts for nutrition services.

Develops, conducts, and evaluates in-service training programs and participates in study projects.

Plans for, and provides, nutrition and food service management consultation and technical assistance to institutional facilities and evaluates operations.

Interprets public health nutrition programs and research findings, and maintains cooperative relations with civic, educational, governmental, research, and other groups concerned with food

and nutrition. Stays abreast new developments within the profession, and of current services available to the target groups served.

Factor 1. Knowledge Required by the Position--Level 1-7--1250 points

Knowledge of the science of nutrition and its relationship to health and disease to develop nutritional plans and to provide a broad range of consultation services to a variety of persons with varying backgrounds in nutrition, i.e., administrators, social workers, teachers, dietary aides, and lay persons.

Ability to plan, troubleshoot, and evaluate a comprehensive nutrition program for the geographical area.

Knowledge of public health practices as they relate to the nutritional needs of the people served.

Knowledge of legislation and administration at the Federal, State, and local levels, and of the services rendered by public and voluntary agencies which can affect the nutrition program.

Knowledge of the nutritional problems specific to the various groups served, including their socioeconomic and cultural back grounds and needs.

Knowledge of educational principles and methods as applied to public health nutrition practices.

Factor 2. Supervisory Controls--Level 2-4--450 points

The program director provides administrative guidance in terms of overall goals. Technical direction is provided by the area nutritionist and from agency headquarters through policy issuances. The nutritionist participates with superiors in determining the projects and priorities needed in the district.

The nutritionist is responsible for planning projects and for conducting the nutritional program for groups served in the geographical area. The nutritionist is considered to be a technical expert and provides guidance and consultation to service units within the district.

Completed work is reviewed for effectiveness in meeting project and program objectives and for results achieved as evidenced by the nutritional status of the population group.

Factor 3. Guidelines--Level 3-4--450 points

Guidelines include Federal and agency policies, procedures, and objectives, and professional literature and publications. The guidelines are of limited use in working with the Indian groups because of the very great differences in cultural, religious and educational backgrounds vis-a-vis the majority members of our culture for whom the nutritional guidelines are geared.

Originality and resourcefulness are required on the part of the nutritionist to continually accommodate nutritional material to such basic differences among many of the Indians as lack of familiarity with standard units of measure, such as one-third of a cup, as well as more complicated measuring devices or ingredient proportions; different concepts of time which affect the scheduling of appointments or the work shifts to provide for coverage in the hospitals; different and frequent religious holidays; religious food taboos; language barriers; as well as the more common problems of disease and malnutrition associated with poverty.

Factor 4. Complexity--Level 4-5--325 points

The work consists of planning, coordinating, and conducting the various nutrition, food service management, and advisory aspects of a nutrition program in district composed of several subordinate organizational elements. The district serves a number of different tribes, and different groups within the tribes, which have varying nutritional requirements, such as different age groups, groups in varying states of health, groups having cultural differences involving food preferences and eating habits, and differing economic levels.

Approaches to the problems require originality and skill in that the Indian groups not only present the full range of problems associated with nutritional care and services, but have such difficulties as problems associated with extreme poverty, large populations at nutritional risk, and cultural patterns which often conflict or interfere with generally accepted nutritional standards.

The nutritionist must continuously evaluate the nutritional health needs of those served to adapt techniques and establish criteria for the nutritional program to serve several specialized cultures or target groups. The nutritionist must stay abreast of and adapt or apply new developments in the science of nutrition including new treatment methods, changes in program requirements or benefits, and changes in other Federal programs having a nutrition component.

Factor 5. Scope and Effect--Level 5-4--225 points

The purpose of the work is to plan, conduct, and evaluate a total nutrition program in an Indian Health Service district.

The work affects the health and well-being of several thousands of the population at nutritional risk. As nutrition expert for the district, the nutritionist's work affects the work of service unit dietitians or nutritionists and other health professionals. The nutritionist also advises professionals from other health services within the agency or representatives from other agencies concerning the nutritional component of their program.

Factor 6. Personal Contacts--Level 6--60 points

Contacts are with families, groups, community leaders, officials of other Federal and State agencies, schools, and other interested parties.

Factor 7. Purpose of Contacts--Level 7-3--12~ points

The contacts involve informing and convincing individuals, groups, and organizations of the value of good nutritional habits. This often conflicts with cultural patterns and therefore requires a considerable amount of skill in obtaining cooperation, persuading, and motivating the clients served.

Factor 8. Physical Demands--Level 8-2--20 points

Work is performed on a regular and recurring basis in remote communities, requiring considerable walking or traveling over an even terrain and unpaved roads. Some physical ability is required, as well as carrying training and cooking equipment.

Factor 9. Work Environment--Level 9-2--20 points

The work involves discomforts on a regular and recurring basis resulting from outside visits, in all weather, to remote communities. The nutritionist frequently works in primitive surroundings without benefit of heat, air conditioning, electricity, in door plumbing, or other conveniences. Because of the long distances involved in traveling, the nutritionist stays over night, travels in single or twin engine aircraft, or has other unusual modes of transportation and accommodations.

TOTAL POINTS--2920

PUBLIC HEALTH NUTRITIONIST, GS-0630-13, BMK #1

Duties

Serves as an expert at the agency level, participating in the development and administration of the nutritional program nationwide.

Formulates operational standards and policies for the nutrition and dietetic service. Assures conformance with overall policies of the agency, and coordination with other health care services in the total health program.

Develops plans for research activities relating to nutrition and dietetics for the agency and interprets research results in terms of practical applications.

Provides technical assistance to the regional staff, including developing guidelines, interpreting policies and procedures, reviewing program plans, advising on floor plans for construction changes, reviewing contracts for nutrition services.

Evaluates the nutrition and dietary services through on-site visits, review of operational reports, studies of trends, and similar methods, to identify program needs and problems, and to recommend improvements.

Stays abreast of new developments within the profession, and of current services available to the target groups served.

Plans and/or conducts orientation, training of dietetic and other health services staff, workshops, and conferences.

Factor 1. Knowledge Required by the Position --Level 1-8--1550 points

Mastery of the principles, practices, and procedures of nutrition that enables the employee to serve as a technical authority, providing expert advice and direction on various aspects of the agency's nutritional program.

Ability to plan, troubleshoot, and evaluate a comprehensive nutrition program and recommend improvements.

Knowledge of the target groups' cultural, social, and economic characteristics, resources and needs; and the ability to adapt nutrition principles to these patterns.

Knowledge of public health administration at the Federal, State, and local levels; of the role of nutrition in the preventive health and hospital programs of the agency; and of the services rendered by various official and nonofficial health and welfare agencies.

Knowledge required in applying current scientific advances in the discipline.

Knowledge of current educational concepts and training techniques for groups having diverse backgrounds.

Ability to promote the program and to maintain effective working relationships with public health and hospital personnel at the Federal, State and local levels, and with Indian or other community groups.

Factor 2. Supervisory Controls--Level 2-4--450 points

The nutrition program manager provides the general objectives, resources available, and is available for consultation in developing the projects. Projects or assignments are usually of a long-term nature, such as developing operational standards and policies or developing plans for research activities, as well as including a continuing responsibility for monitoring and troubleshooting operational problems.

As a technical authority for the agency, the nutritionist plans and conducts projects and assignments independently, determining the best approach and methodology to be used. The nutritionist resolves most problems encountered and coordinates assignments with field activities or with other services or departments.

Completed work is reviewed from an overall standpoint for effectiveness in meeting the requirements of the agency and the population served.

Factor 3. Guidelines--Level 3-4--450 points

General agency guidelines and professional standards exist, but require continuous development and adaptation to conform with changing legislative and agency program requirements, advances in the science of nutrition, and the particular needs of the cultural groups served.

The nutritionist is responsible on a continuing basis for monitoring the program and identifying trends or needs; for developing standards, procedures, guides or modifications to the agency's nutritional program to be used by subordinate organizational echelons; or for proposing new policies.

Factor 4. Complexity--Level 4-5--325 points

The work involves in-depth analysis of a variety of components which make up the total nutritional program, such as operational problems experienced by clinics and hospitals located throughout the country, nutritional needs of various age groups and in various states of health and disease, availability of resources for nutritional and other health needs, training needs, cultural differences among a large number of populations as affects nutrition, and similar concerns.

The nutritionist considers factors involving conflicting requirements and uncertainty in approach resulting from changes in the agency program emphasis, resources available, legislation, or new developments in the science of nutrition.

The nutritionist develops new approaches for certain aspects of the nutrition programs or for resolving unusually difficult problems, establishes program standards and nutritional criteria for subordinate activities, develops guidelines.

Factor 5. Scope and Effect--Level 5-5--3~5 points

The purpose of the work is to improve the agency's nationwide nutritional program. This involves developing operational standards, resolving difficult problems involving any or all aspects of the program, designing research projects to seek solutions to nutritional problems, and implementing new developments within the profession. The nutritionist provides expert guidance to other dietitians or public health nutritionists on the interpretation of nutritional standards or program requirements, and their application to unusually difficult or controversial problems.

The work of developing criteria for major aspects of the program affects the work of other experts in the agency who follow these policies, affects the well-being of many thousands of

individuals, and affects the agency's nutritional treatment methods and programs serving a major segment of the population on a long-term basis.

Factor 6. Personal Contacts--Level 6-2--60 points

Contacts are with representatives from various levels within the agency headquarters, regional and field offices, State and local government, tribal councils, other health services and agencies, professional associations, educational institutions, and similar interest groups.

Factor 7. Purpose of Contacts --Level 7-3--120 points

The purpose of the contacts is to negotiate or settle matters involving significant aspects of the agency's nutritional program.

Factor 8. Physical Demands--Level 8-1--5 points

Work is sedentary.

Factor 9. Work Environment--Level 9-1--5 points

The majority of work is performed in an office environment.

TOTAL POINTS--3290

PUBLIC HEALTH NUTRITIONIST, GS-0630-13, BMK #2

Serves as the expert and principal nutrition specialist with responsibility for planning, developing, implementing, coordinating and evaluating the nutrition component of a broad range of health programs in a Federal region, or the equivalent, such as an Indian Health Service Area Office, involving complex geopolitical organization structures, diverse health care service programs and projects as well as research and training programs and projects.

Duties

Provides professional leadership and program direction in administration, practices, education and research related to nutrition as an integral component of diverse health care programs.

Provides authoritative advice and program consultation in nutrition, training and assistance to health administrators, planners and project officers in regional program office as well as to other Federal agency regional staff, to officials of State and local health agencies, State legislators, professional organizations, voluntary associations, and institutions of higher learning located in the region.

Assesses regional needs and program trends in nutrition; stimulates cooperative and joint planning to develop and implement needed nutrition programs. Develops innovative and model approaches suitable to the region for highly specialized public health and clinical programs such as genetics or perinatal care. Identifies and mobilizes nutrition resources in the region.

Develops regional standards, policies, guidelines and criteria concerning health care delivery in the area of nutrition. Assures conformance with overall policies of the region and coordination with the health care services in the multiple health programs.

Reviews State and project program plans recommending approval or disapproval of nutrition aspects of plans and funding levels.

Evaluates nutrition programs and services through onsite visits, review of operational reports, analyses of trends, and similar evaluation techniques. Recommends improvements and monitors progress.

Assists regional, State, and local health agencies to recruit and develop well-qualified nutritionists and works with educational institutions and professional organizations to develop and maintain high quality educational programs (both long and short term) in public health and clinical nutrition which are responsive to regional and national nutrition needs.

Factor 1. Knowledge Required by the Position--Level 1-8--1550 points

Mastery of the principles, practices, and procedures of nutrition that enables the employee to serve as a technical authority, providing expert advice and direction on nutrition aspects of the various health programs administered at the regional level.

Ability to plan, troubleshoot, and evaluate a comprehensive nutrition program involving multiple geopolitical jurisdictions and to recommend improvements to a wide range of public health administrators, public officials, health professionals and others.

Knowledge of the cultural, social, and economic characteristics of varied population groups, resources and needs in both health and nutrition, and the ability to adapt nutrition principles to these patterns, and redesign or modify approaches to nutrition in health programs serving varied population groups.

Knowledge of public health administration and public health practice at the Federal, regional, State and local levels; of the role of nutrition in the preventive health and medical care programs, including highly specialized health care programs of the agency; and of the services rendered by various official and nonofficial health, welfare and other agencies.

Knowledge required in applying current scientific advances in nutrition to health problems.

Knowledge of current educational concepts and training techniques for groups having diverse backgrounds in nutrition, (i.e., physicians, nurses, nutritionists, dietitians).

Ability to promote the program and to maintain effective working relationships with administrative, clinical and professional personnel at the Federal, regional, State and local levels, and with community groups.

Factor 2. Supervisory Controls--Level 2-4--450 points

The supervisor, who is the program director, provides the administrative direction including general program objectives and goals. Nutritionist is the expert for the nutritional component of the health programs for the region.

The nutritionist plans, organizes, and conducts assignments independently, and determines the best approach and methodology to be used. The nutritionist advises on, coordinates, and resolves a wide range of problems encountered by State and local health agencies.

Completed work is reviewed through activity reports for compliance with overall regional work plan.

Factor 3. Guidelines--Level 3-4--450 points

Basic legislation and program regulations serve as fundamental guidelines, and professional standards exist, but require continuous development and adaptation to conform with agency requirements, advances in the science of nutrition, resources available, changes in health status and health care organization and practice in region.

The nutritionist uses initiative and judgment in monitoring State programs and projects to identify trends, such as changing needs or special cultural and economic groups among the populations served within the States; to develop standards or modifications to the nutritional program, such as recommending adaptations to serve various organizational patterns of care (e.g., cities having satellite health care facilities) or recommendations based on budgetary resource fluctuations or on the type, quantity and quality of facilities available; or to propose new policies, standards or criteria, such as revisions to State program goals.

Factor 4. Complexity--Level 4-5--325 points

The work involves indepth analysis of a variety of components which make up the total nutritional program, such as organizational or operational problems experienced by multiple State and local health agencies, nutritional needs of various age groups and in various states of health and disease, availability of resources for nutritional and other health needs, training needs of a wide range of health professionals and other care providers, cultural differences among a large number of populations as affects nutrition, and similar concerns.

The nutritionist considers factors involving conflicting requirements and uncertainty in approach resulting from changes in the legislation for multiple health programs, in the science of nutrition, in the organization of agencies at Federal, regional, State and local levels and resources required and available.

The nutritionist develops new or experimental approaches or techniques for certain aspects of the nutrition programs, establishes program standards and nutritional criteria for regional activities, and develops guidelines.

Factor 5. Scope and Effect--Level 5-4--225 points

The purpose of the work is to improve the nutritional component of multiple diverse health programs. This involves developing operational standards and resolving difficult problems; stimulating research projects to seek solutions to nutritional problems; and implementing new developments, techniques and approaches in nutrition and health care which affect large numbers of people.

The work of developing criteria for major aspects of the program affects the work of other experts in regional offices of other Federal agencies, and of State and local health agencies that follow these policies, as well as affecting the well-being of many thousands of individuals.

Factor 6. Personal Contacts--Level 6-3--60 points

Contacts are with program directors and representatives from various levels within the regional and field offices, State and local governments, tribal councils or other governing bodies, other health services and agencies, professional associations, educational institutions, and similar interest groups.

Factor 7. Purpose of Contacts--Level 7-3--120 points

The purpose of the contacts is to negotiate or settle matters involving significant aspects of the nutritional component of diverse health care programs, each having varying objectives, priorities and resources.

Factor 8. Physical Demands--Level 8-1--5 points

Work involves considerable travel and long hours of field work, frequently with tight schedules.

Factor 9. Work Environment--Level 9-1--5 points

The work involves considerable air travel, frequent change of climate and traveling in all kinds of weather.

TOTAL POINTS--3190