



**Director of Clinical Nutrition
(Nurse or CDM) Orientation**

Employee Name: _____

A. General Orientation was completed on: _____

B. General Orientation for Nursing Service completed on: _____

(Not required if a CDM)

B. Job Specific Orientation below.

Criteria	Information Source	Employee Signature	Instructor Signature	Date
1.) Tour of the Facility	Administrator, DON, SDC, RD			
2.) Relationships with Residents and Families	Administrator, DON, SDC, RD			
3.) Relationships with Co-workers and other departments	Administrator, DON, SDC, RD			
4.) Introduction to the facility's Consulting Dietitian	Administrator, DON, SDC, RD			
5.) Preparing for the Consulting Dietitian's visit	DON, SDC, RD			
6.) Review of Dietary Clinical Forms <ul style="list-style-type: none"> • Nutrition Assessment • Pressure Ulcer Assessment • Food Summary Form • Food Intake Form • Dietary Communication Form • Progress Notes • Care Plan 	RD, CNN or CDM			

Criteria	Information Source	Employee Signature	Instructor Signature	Date
<ul style="list-style-type: none"> • Meal Observation Form • Calorie Count Form • Weight Record Forms • Weight Loss Form • Weight Variance Form • MDS • Resident Assessment Protocols 				
7.) How and when to conduct an IRONS assessment	RD, CNN or CDM			
8.) Review of Modified Diet Information <ul style="list-style-type: none"> ○ Therapeutic Diets ○ Mechanically Altered Diets ○ Dysphagia Diets ○ Thickened Liquids ○ Residents on Dialysis 	RD, CNN or CDM			
9.) Understanding the facility's menu system	RD, CNN or CDM			
10.) Understanding the facility's recording of intakes based on the point system	RD, CNN or CDM			
11.) Creating a resident hydration plan	RD, CNN or CDM			
12.) Overview of the facility's bariatric program <ul style="list-style-type: none"> ▪ Managing bariatric diets 	RD, CNN or CDM			

Criteria	Information Source	Employee Signature	Instructor Signature	Date
13.) Consulting with other disciplines for personalized care	RD, CNN or CDM			
14.) How to calculate significant weight loss or gain	RD, CNN or CDM			
15.) Conducting the facility's subcommittee Weight Meetings	RD, CNN or CDM			
16.) How to conduct a QA review	RD, CNN or CDM			
17.) How to use the facility's computerized nutrition/dietary system	RD, CNN or CDM			
18.) Responsibilities of working the late shift and monitoring the dining room	RD, CNN or CDM			
19.) In-Service Training	RD, CNN or CDM			
20.) Job Description	RD, CNN or CDM			

D. Nursing Skills Check Completed on: _____ (if a nurse.)

(Attach skills check to this orientation.)