



THE DIETITIANS REGULATIONS 1987

PAUL REEVES, Governor-General

ORDER IN COUNCIL

At Wellington this 16th day of March 1987

Present:

HIS EXCELLENCY THE GOVERNOR-GENERAL IN COUNCIL

PURSUANT to the Dietitians Act 1950, His Excellency the Governor-General, acting by and with the advice and consent of the Executive Council, hereby makes the following regulations.

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REGULATIONS

1. Title and commencement—(1) These regulations may be cited as the Dietitians Regulations 1987.

(2) These regulations shall come into force on the 1st day of April 1987.

2. Interpretation—In these regulations, unless the context otherwise requires,—

“The Act” means the Dietitians Act 1950:

“Board” means the Dietitians Board constituted under the Act:

“Dietetic intern” means a person accepted for training to qualify as a dietitian:

“Training school” means a hospital or other institution for the time being approved under section 19 of the Act as a training school for dietitians.

PART I

TRAINING AND EXAMINATION OF DIETITIANS

3. Prerequisite qualifications for dietetic interns—(1) Subject to the Act, no person may be accepted as a dietetic intern unless the person is the holder of a degree or diploma in Home Science conferred by a university in New Zealand or of such other degree or diploma, whether granted in New Zealand or elsewhere, as is, in the opinion of the Board, substantially equivalent thereto.

(2) Notwithstanding subclause (1) of this regulation, a person who has failed to pass in one subject only, not being nutrition, in the examination for the degree or diploma in Home Science may, on the recommendation of the Dean of the School of Home Science of the university in which the person was examined, and with the approval of the Board, be accepted as a dietetic intern, but may not sit the State Examination for Dietitians before successfully completing the examination for that degree or diploma.

4. Course of training for dietitians—(1) Subject to section 21 of the Act, the course of training in dietetics that a person shall be required to have undergone for the purposes of section 10 (1) (a) of the Act shall be a course extending over a period of 12 months and conforming to—

- (a) In relation to a person accepted for training at a training school during 1985 or earlier, the syllabus set out in the First Schedule to these regulations; or
- (b) In relation to a person accepted for training at a training school during 1986 or 1987, the syllabus set out in the First Schedule to these regulations or the syllabus set out in the Second Schedule to these regulations, as determined by the Board in relation to that training school; or
- (c) In relation to a person accepted for training at a training school during 1988 or a subsequent year, the syllabus set out in the Second Schedule to these regulations.

(2) The Board may, if it so determines in pursuance of section 8 (b) of the Act, issue supplementary instructions relating to the course of training.

(3) Any instructions issued under subclause (2) of this regulation may relate to all training schools, or any specified training school or schools, as the Board determines, and shall have effect according to their terms for such period as may be determined by the Board or until further determination.

(4) Subject to the Act, the course of training shall be completed by a dietetic intern at one training school, or with the approval of the Board and subject to such conditions as the Board thinks fit to impose, by undergoing different parts of the course at different training schools.

5. Conduct of training courses—(1) The governing body of a training school shall cause the course of training or, if the Board has so determined under section 19 (2) of the Act, a defined part of the course, to be conducted at the training school and shall furnish such material for the purposes of the course as the Board may from time to time direct.

(2) All lectures and other instruction shall be delivered by registered medical practitioners or registered dietitians or by such other competent lecturers or instructors as are approved by the Board.

6. Notifications from training schools to Board—The governing body of a training school shall furnish to the Board such reports on the school's staff, numbers of patients, types of cases, training facilities, and dietetic interns as the Board may from time to time require.

7. State Examination for Dietitians—The examination that a person shall be required to have passed for the purposes of section 10 (1) (a) of the Act shall be an examination (entitled the State Examination for Dietitians) conducted by the Board and consisting of—

- (a) In relation to a person who has undergone the course of training conforming to the syllabus set out in the First Schedule to these regulations, one written paper on Administrative Dietetics, one written paper on Quantity Food Service, and one written paper on Normal Nutrition and Diet Therapy; or
- (b) In relation to a person who has undergone the course of training conforming to the syllabus set out in the Second Schedule to these regulations, one written paper on Nutrition in Health and Disease and one written paper on Food Service Management.

8. Application to sit State Examination for Dietitians—(1) A candidate for the State Examination for Dietitians shall make application on a form to be provided by the Board, which application shall be forwarded so as to be received by the Board at least 6 weeks before the date of commencement of the examination.

(2) Every application shall be accompanied by—

- (a) Such evidence of prerequisite qualifications and training as is required by the Board; and
- (b) The appropriate fee as prescribed in regulation 20 of these regulations.

9. Completion of course of training—Subject to section 21 of the Act and regulation 10 of these regulations, no dietetic intern may sit the State

Examination for Dietitians unless the intern has regularly undergone the prescribed course of training from its commencement up until the date of the examination or has completed the prescribed course of training.

10. Sitting examination where training interrupted—(1)

Notwithstanding regulation 9 of these regulations, a dietetic intern whose training has commenced late, or has been interrupted by sickness or leave of absence or other cause appearing to the Board to be sufficient, may, on the recommendation of the dietitian in charge of the training school attended by the intern, be permitted by the Board to sit the State Examination for Dietitians, subject to such conditions (if any) as the Board thinks fit to impose.

(2) No person whose training has commenced late or has been interrupted but who has been allowed to sit the State Examination for Dietitians may be registered as a dietitian until the person has, after passing the State Examination, completed any further training required by the Board and fulfilled any other conditions imposed by the Board.

11. Performance at training school—The Board may, for the purpose of calculating the marks credited to a candidate for a State Examination for Dietitians in respect of any particular paper, take into account any information supplied to it by the governing body of the training school attended by the candidate concerning the candidate's performance in examinations, projects, assignments, and other tests during training in the subject or subjects to which the paper relates.

12. Re-examination and aegrotat passes—(1) Where a person has failed, or failed to sit, a paper in the State Examination for Dietitians, the Board may, after consideration of any evidence it may require in relation to the matter, allow the person to sit the paper on another occasion subject to—

- (a) Completion of such further training (if any) as is required by the Board; and
- (b) Payment of the appropriate fee as prescribed in regulation 20 of these regulations.

(2) Where a person has failed, or failed to sit, a paper in the State Examination for Dietitians due to—

- (a) Illness or injury; or
- (b) The death of a close relative or close friend; or
- (c) Any other circumstance beyond the person's control,—

the Board may, after consideration of any evidence it may require in relation to the matter, award the person a pass in the paper.

PART II

REGISTRATION

13. Registration—(1) Every application for registration shall be on a form to be provided by the Board.

(2) Every application form provided by the Board shall be endorsed with the terms of sections 10, 11, 15, 17, 18, and 28 of the Act.

(3) Every application for registration shall be accompanied by such evidence of the applicant's identity, good character and reputation, and prerequisite training and qualifications as is required by the Board.

(4) A certificate of registration under the Act shall be in the form set out in the Third Schedule to these regulations.

14. Form of register to be maintained—(1) There shall be entered in the register the following details of every person registered under the Act:

- (a) Registration number:
- (b) Date registration approved:
- (c) Name in full:
- (d) Where trained:
- (e) Qualifications:
- (f) Such other particulars as the Board may require.

(2) The register shall be kept in such form and in such manner as the Board determines from time to time.

(3) A failure to comply with the requirements of the Board as to the form and manner of keeping the register shall not affect the validity of the register.

15. Entry in register of additional qualifications—Every application under section 14 of the Act for the insertion in the register of any approved certificate, diploma, or licence other than that by virtue of which the applicant is registered shall be on a form to be provided by the Board, and shall be accompanied by such evidence as may be required by the Board that the applicant is the holder of the qualification to which the application relates.

PART III

MISCELLANEOUS PROVISIONS

16. Secretary to Board—(1) The Board may, from time to time, procure the appointment of an employee of the Public Service to be the Secretary to the Board.

(2) The fact that a person is described in any document or signs any document as the Secretary to the Board shall be sufficient evidence, unless the contrary is proved, that the person is the Secretary to the Board for the time being and has been duly appointed to that office.

17. Evidence of decisions of Board—The determination of the Board on any matter within its jurisdiction under the Act or these regulations shall be sufficiently authenticated if set out in writing signed by the Registrar or the Secretary of the Board.

18. Service of notices—A notice to be given by the Board under the Act or these regulations shall, except as otherwise provided in the Act or these regulations, be sufficient if given in writing, signed by the Registrar or Secretary and sent by ordinary prepaid letter post to the addressee at the addressee's last known address, and shall when so given be deemed to have been given at the time when in the ordinary course of post it would be delivered at that address.

19. Service of notices, etc., in respect of investigations and disciplinary matters—(1) A notice, order, decision, or determination required to be delivered or posted to, or served on, a person in respect of the investigation of a complaint or the exercise or proposed exercise of

disciplinary powers under the Act shall, if not served on the person personally, be posted by registered letter addressed to the person at the person's last known address in New Zealand.

(2) A notice, order, decision, or determination posted as required under subclause (1) of these regulations shall be deemed to have been served at the time when the registered letter would in the ordinary course of post be delivered, and, in proving service, it shall be sufficient to prove that the letter was properly addressed and posted.

20. Fees—(1) The fee for admission to the State Examination for Dietitians shall be \$100.

(2) The fee for re-examination shall be \$100 for each paper in which the applicant is re-examined.

(3) The fee for an application for registration shall be \$30 except in the case of an application for registration by an applicant who is registered as a dietitian in any other country and temporarily employed in a hospital in New Zealand on exchange for not more than 12 months with a dietitian who is registered in New Zealand and similarly employed in that other country, in which case no fee shall be payable under this subclause.

(4) The fee for the issue of a certificate of registration shall be \$5.

(5) The fee for the issue of a certificate of temporary registration shall be \$25.

(6) The fee for the restoration of a name to the register pursuant to an application under section 16 (4) of the Act shall be \$25.

(7) The fee for the issue of an annual practising certificate shall be \$40.

(8) The fee for the correction of a name in the register pursuant to an application under section 18 (2) of the Act shall be \$5.

21. Revocations—The following regulations are hereby revoked:

(a) The Dietitians Regulations 1975*:

(b) The Dietitians Regulations 1975, Amendment No. 3†:

(c) The Dietitians Regulations 1975, Amendment No. 4‡:

*S.R. 1975/245
 †S.R. 1985/43
 ‡S.R. 1985/123

SCHEDULES

FIRST SCHEDULE

Reg. 4 (1) (a)-(b)

DIETETIC TRAINING SYLLABUS (FOR 1985 AND EARLIER AND, IN RELATION
TO CERTAIN TRAINING SCHOOLS, FOR 1986 AND 1987)

Administrative Dietetics

(To be covered in a minimum of 18 hours)

The administration and function of the Diet Department and the relationship of the Diet Department to other hospital departments.

Policy; ethics; personnel management; teaching methods and training of staff; wages and awards; records.

Planning of all units of the Diet Department; system of food service to wards and to dining rooms.

Equipment (including its selection and care).

Sanitation.

Quantity Food Service

(To be covered in a minimum of 14 hours)

Purchase of foods; market systems, tenders, and contracts.

Storage of food; issuing, costing, and inventory systems.

Menu planning and ordering of food.

Methods of food preparation and service applied to quantity work; portion control; avoidance of waste.

Normal Nutrition and Diet Therapy

(To be covered in a minimum of 16 hours)

(a) Normal Nutrition

Normal nutrition for all ages; principles of infant feeding; principles of feeding of children and adolescents; principle of feeding in old age; nutrition in obstetrics, in normal pregnancy (ante-natal and in the puerperium), and in lactation.

(b) Diet Therapy

Introductory: Review of essentials of an adequate diet as the basis of all therapeutic diets; modifications of the normal diet in diet therapy.

Nutrition in surgery, fevers, skin conditions, allergic conditions, in diseases of the blood, blood and blood formation, complications of pregnancy, children's diseases, and deficiency diseases.

Nutrition in diseases of the respiratory system, gastro-intestinal system, endocrine system, circulatory system, genito-urinary system, nervous system, musculo-skeletal system and of metabolism and in metabolic balance studies.

Practical Work as shown below shall be included in the above syllabus. The following are to be the minimum periods of time in various sections of the training school:

1. Main kitchen in training school	12 weeks
2. Diet kitchen (to include ward clinics and visiting patients in wards)	12 weeks
3. Nurse's home food service unit, in training school	..			2 weeks
4. Babies' and children's medical ward		1 week

5. Adult wards (observation and assistance with feeding the helpless, etc.) 2 weeks
6. Administrative section (office) 2 weeks
7. In addition each intern shall—
- (i) Attend outpatients clinics for a minimum of 12 hours:
- (ii) Spend a minimum of 30 hours teaching nutrition and diet therapy, to include practical teaching in the Diet Department and also observation of teaching methods of formal lectures in nutrition:
- (iii) Make at least 6 field visits, including visits to other hospitals:
- (iv) Complete 2 case histories.
8. In addition each intern may be given opportunities to observe the following:
- (i) Tube feeding (nasal, oesophageal, gastrostomy):
- (ii) Measurement and administration of insulin:
- (iii) Preparation of patient for barium meal:
- (iv) Preparation of patient for X-ray of gall-bladder:
- (v) Some of the routine analyses undertaken by the various sections of the laboratory:
- (vi) Administration in X-ray Department of barium meal.

Reg. 4 (1) (b)-(c)

SECOND SCHEDULE

DIETETIC TRAINING SYLLABUS (FOR 1986 AND 1987 IN RELATION TO CERTAIN TRAINING SCHOOLS, AND FOR 1988 AND SUBSEQUENT YEARS)

Subjects	Minimum period to be allocated (Hours)	
	Theory	Practice
NUTRITION IN HEALTH AND DISEASE		
<i>Apply Nutrition in Health and Disease</i>	56	624
Pathology and treatment of nutrition-related diseases.		
Medical terminology; laboratory test results.		
Application of nutritional principles to hospital meal services; menu planning; modified diets for special needs, race, religion and culture.		
Standards for nutritional care.		
Methods of dietary assessment; construction and calculation of diets.		
Communication with patients; design of appropriate nutritional information.		
Special feeding equipment and techniques; 'special purpose foods'.		
Dietary surveys; identification of nutritional needs of community; implementation of programmes.		
<i>Demonstrate Professionalism</i>	4	16
Recognition of responsibilities and standards of professional groups; participation in groups and teams in work place and community.		
Meaning of professionalism, codes of ethics; guidelines for practice.		

SECOND SCHEDULE—*continued*

Subjects	Minimum period to be allocated (Hours)	
	Theory	Practice
Professional organisations; statutory bodies and legal requirements. Self evaluation; continuing education.		
<i>Perform Teaching Skills</i>	20	80
Identification of groups and individual needs. Group processes, behaviours and dynamics. Objectives; theories, characteristics, methods of writing; motivation. Teaching methods, plans, aids, audio-visual equipment. Self evaluation; teaching effectiveness. Educational counselling. Implement teaching programme; formal presentation.		
<i>Communicate</i>	40	160
Listening skills; telephone use and techniques. Writing instructions, letters, reports. Conduct of meetings, interviews. Verbal and non-verbal communication. Basic counselling and techniques. Public speaking; assertive behaviour. Cultural communication customs. Selection of appropriate communication methods.		
FOOD SERVICE MANAGEMENT		
<i>Apply Management Principles</i>	100	400
Maintenance of records, financial, personnel and resource. Financial management; costing, budgetary information, health care funding systems, income and expenditure forecasts, budget systems, data interpretation. Personnel management; motivation, performance standards, leadership, problem solving, stress management, delegation, staff selection, induction training, supervision; industrial relations, awards and determinations, performance appraisal, disciplinary procedures. Staffing establishments, budgets. Resource Management; time management; computer technology and application; inventory and stock control systems; community and health service resources.		

SECOND SCHEDULE—*continued*

Subjects	Minimum period to be allocated (Hours)	
	<i>Theory</i>	<i>Practice</i>
<i>Plan and Administer Food Production and Service</i> Equipment use and care; menu planning, food purchasing, storage, quality and quantity control, recipe development, food service and presentation. Organisation, job descriptions. Food service in hospital patient care; new product evaluation.	50	200
<i>Apply Safety and Food Hygiene Standards</i> Fire safety, accident prevention, emergency procedures, occupational health; food hygiene regulations, dishwashing, maintenance of standards of hygiene in food service areas.	10	40
<i>Perform Office and Hospital Administration</i> Hospital and food service department organisation; filing systems, office equipment, office routines. Employment records, statistical data collection, report writing, staff employment, awards and determinations, pay procedures, rosters.	10	40
<i>Plan and Design Food Service Facilities</i> Evaluation of new equipment and systems, new technology, methods of food production distribution and service; application of planning principles to food services design.	10	40
<i>Demonstrate Professionalism</i> <i>Perform Teaching Skills</i> <i>Communicate</i>	Subject content as for Nutrition in Health and Disease, above.	

Reg. 13 (4)

THIRD SCHEDULE
THE DIETITIANS ACT 1950
Certificate of Registration

THIS is to certify that is registered as a dietitian in New Zealand, his (her) name having been duly entered in the Register of Dietitians on the day of 19
Qualifications:
Number of Register:
Signature of holder
Dated this day of 19

.....
Registrar, Dietitians Board.
P. G. MILLEN,
Clerk of the Executive Council.

EXPLANATORY NOTE

This note is not part of the regulations, but is intended to indicate their general effect.

These regulations, which come into force on 1 April 1987, revoke and replace the Dietitians Regulations 1975.

The regulations retain most of the substantive effect of the previous regulations but make the following changes of significance:

- (a) The term student dietitian is replaced by the term now used in practice, dietetic intern:
- (b) The division of training schools into principal and subsidiary training schools has not been retained:
- (c) Provision is made for the phasing in from 1986 of a new syllabus for dietetic training; the new syllabus is to apply to the training conducted at all training schools during 1988 and thereafter:
- (d) Consequential changes are made in respect of the content of the State Examination for Dietitians:
- (e) Provision is made for the awarding of aegrotat passes in the State Examination.

Issued under the authority of the Regulations Act 1936.

Date of notification in *Gazette*: 19 March 1987.

These regulations are administered in the Department of Health.