

REGISTERED DIETICIAN / LICENSED MEDICAL NUTRITIONIST THERAPY CONTRACTOR (PART-TIME)

The Ponca Tribe of Nebraska Diabetes Program desires to contract with a RD/LMNT (CDE preferred) to provide medical nutrition therapy and nutrition education and participate as coordinator of the Indian Health Services Diabetes Education Recognition Program

The duties and obligations of the RD/LMNT shall include the following:

- a) The RD/LMNT shall provide medical nutritional therapy, nutrition education and screening to clients presenting at the Clinic in Omaha, Nebraska.
- b) The RD/LMNT (CDE preferred) will serve as the coordinator of the Indian Health Services Diabetes Education Recognition Program. They will ensure all standards are being met and reporting is submitted to Indian Health Services.
- c) Will assist in developing the annual proposal, plan of care and annual reports.
- d) Participate in the Quality Improvement at the Clinic in order to improve continuity of care of patients.
- e) To participate in data analysis/data entry of Diabetic patient records including diabetes risk indicators, diabetes incidence and care.
- f) RD/LMNT will carry out the instructions as directed by the Diabetes Program Coordinator and the policies of the Ponca Tribal Council, which is the governing body of the Ponca Tribe, and comply with policies, procedures, orders, rules and regulations of the Tribe.
- g) RD/LMNT agrees that he/she will not pursue activities that interfere with the successful completion of providing medical nutrition therapy and nutrition education under this Agreement; and both parties agree that the Ponca Tribe shall neither have nor exercise any control over the professional judgment or methods used by the RD/LMNT in the performance of medical nutrition therapy and nutrition education hereunder.
- h) Comply with all ethical and professional codes applicable to the profession of dietetics and all federal, state, municipal, and tribal laws and ordinances related or regulating the actions of the RD/LMNT.
- i) Truthfully and accurately maintain and preserve such records and submit on a monthly basis the number of client visits, client education/nutrition visits and monthly activities accomplished while at the Clinic to the Diabetes Program Coordinator and Chief Executive Officer.
- j) Fully account for all properties of the Ponca Tribe of which the RD/LMNT may, from time to time, have custody and deliver same to the Ponca Tribe whenever and however directed.
- k) Maintain an unrestricted registration by the Commission on Dietetic Registration and unrestricted license in Medical Nutrition Therapy by the State of Nebraska.
- l) RD/LMNT will not participate in Fee Splitting as payment for services rendered.

The Ponca Tribe shall provide workspace and supplies for the RD/LMNT to conduct medical nutritional therapy and nutrition education. We will also provide necessary billing and collection functions.

The initial term of this contract shall be one year, beginning April 1, 2010 and ending March 31, 2011. It is renewable on a yearly basis.

The work schedule shall be negotiable, but held during Clinic operations:

Monday through Friday

8:00am until 4:30pm (summer hours - 7:30am to 4:00pm)

15 hours per week with the possibility of additional hours

Compensation is negotiable.

Preference will be given to Ponca Tribe of Nebraska members or members of a federally recognized tribe, however, all qualified parties are encouraged to submit a letter of interest with a resume, or proposal to:

Ponca Tribe of Nebraska
Human Resource Management Department
1701 E. Street
Lincoln, Nebraska 68508
mreeson@poncatrIBE-ne.org