



CODE OF PROFESSIONAL CONDUCT FOR APNA MEMBERS

For members with appropriate qualifications and Accredited Practising Nutritional Advisor (APNA) registration.

Nutrition Council Australia is a self-regulated nutrition peak body that governs the 10763NAT - Certificate IV in Nutrition graduates that are registered as a Accredited Practising Nutritional Advisor (APNA). The Code of Conduct outlines the professional standards, behaviours, ethical principles and standards of practice for APNA's.

1. DEFINITION

- A.** APNA. The acronym APNA stands for Accredited Practising Nutritional Advisor. To be an APNA, individuals must have completed the Nationally Accredited 10763NAT - Certificate IV in Nutrition, meet the ongoing professional development of NCA and hold insurance with an approved insurance provider.
- B.** ANA. The acronym ANA stands for Accredited Nutritional Advisor which is the title of someone that holds the qualification given on completion of the Nationally Accredited 10763NAT - Certificate IV in Nutrition
- C.** NCA. The Acronym NCA stands for Nutrition Council of Australia.
- D.** Advisor'(s). This refers to anyone holding APNA registration.

2. STANDARDS

The standards listed below are aimed to guide what is expected of a APNA:

- A.** Adherence to the Scope of Practice for Nutritional Advisors: The Scope of Practice outlines exactly what population groups APNAs can advise, and which population groups require referral to Accredited Practising Dietitians, General Practitioners or other Allied Health Professionals/Specialists.
- B.** Maintain insurance with an NCA approved insurance provider: For the protection of both the clients and the Advisor, insurance must be maintained in order to practise as a APNA.
- C.** Effective Communication: Effective communication is essential for a client's understanding of the advice given and rational behind the advice. A Nutritional Advisor should strive to educate the client of any negative habits and behaviors that might be affecting their personal goals, in an easy to understand manner. For example, the use of acronyms for various conditions or situations without explanation is not advised; however, the use of common language, whilst simultaneously confirming understanding, is what would be advised.
- D.** Professional Development: Although it is a requirement to maintain APNA status, all Advisors should keep up to date with the latest developments in the nutritional field in order to provide safe and up to date information to their clients.
- E.** Professional Representation: Do not conduct or represent themselves in any way that would reflect negatively on the role of an APNA.

Nutrition Council Australia reserves the right to make changes and updates to the terms and conditions, as outlined in this Scope of Practice, at any time and without notification prior to the implementation; changes made affect any and all members including past, current and prospective. The latest information is posted herein.

3. ETHICAL PRACTICE

The development of these ethical practices is to outline what Nutrition Council Australia value as ethical practices for members holding the APNA title. The standards below are not a comprehensive list, however they do provide a scope for which values members should hold.

- A.** Client-centred care: Client-centred care is ensuring that all advice and recommendations are based on the client's individual and personal needs, ensuring that the needs of the client are of utmost importance and priority. As no two clients are ever the same, individual advice should always be given. Reproduction of generic diets is not advised, unless it specifically suits the client.
- B.** Confidentiality: Confidentiality is crucial in maintaining the client's trust and enabling clients to speak honestly and openly about their lives and symptoms, knowing that the information they provide will be kept secure. Confidentiality is also a legal obligation for all Health Professionals, and breeches in confidentiality are dealt with in a very serious manner.
- C.** Integrity: Clients need to be able to trust that their Advisor will place their needs first and act in their best interest.
- D.** Conflicts of interest: Any conflicts of interest between the Advisor and the client - such as kickbacks, affiliations, referrals and so on - should be made known to the client immediately, so that the necessary steps of action can be taken to ensure the client feels comfortable proceeding with treatment.
- E.** False and misleading information: All Advisors are required to represent themselves in a honest and reputable manner and not willfully deceive the public.

4. APPLICATION OF AND ADHERENCE TO THE CODE OF CONDUCT AND ETHICAL PRACTICE

It is a requirement of all APNA's to adhere to the Code of Conduct and to conduct themselves professionally at all times, in order to maintain registration as an APNA. Any breach in the Code of Conduct will lead to a review of their membership and could potentially lead to a suspension or cancelation of their membership.

All APNA's are encouraged to notify NCA immediately of any non-compliance to the Code of Conduct, to ensure that NCA can protect and maintain the highest of standards of APNA's, for the safety of clientele.

