

**SUBJECT: NUTRITION CARE PROCESS  
and TERMINOLOGY COMMITTEE (NCPTC)**

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**PURPOSE:**

The Nutrition Care Process and Terminology Committee guide the change management activities to implement the Nutrition Care Process. The committee conducts validity and reliability research to ensure the rigor and development of the Nutrition Care Process Terminology (NCPT). To enable Registered Dietitian Nutritionists to capture nutrition related outcomes in practice, the Nutrition Care Process and Terminology Committee, in collaboration with the Nutrition Informatics Committee, work toward the inclusion of the NCPT in the Electronic Health Record (E H R). The committee also collaborates with the Evidence-Based Practice Committee for inclusion of all steps of the Nutrition Care Process in the Evidence Analysis Library projects, and with the Council on Research to advance the research initiatives that are especially relevant within the scope of the Nutrition Care Process. The committee's initiatives are related to the Academy's strategic goals aimed at increasing demand for and utilization of services provided by members and encouraging members to compete successfully in a rapidly changing environment. Major projects include the publication of the NCP Terminology (formerly IDNT), use of NCPT in nutrition focused research, and inclusion of NCPT into the E H R system standards. The committee works with two major workgroups comprised of members selected and approved by the NCPT Committee: 1) the Nutrition Care Process Terminology (NCPT) International Workgroup of 12 individuals invited to participate with all teleconferences and meetings (travel expenses are the responsibility of the international attendee); and 2) the NCPT Advisory Workgroup comprised of experienced Academy experts in NCPT and the International NCPT Workgroup.

**STRUCTURE:**

The NCPT Committee provides semi-annual reports to the House of Delegates and the Board of Directors. The President-elect and Speaker-elect jointly appoint the committee members for staggered three-year terms. The chair and vice chair are selected from members after their first year on the committee.

**COMPOSITION:**

The NCPT Committee is comprised of no more than eleven (11) members of the Academy, and the NCPT International Workgroup. The committee make-up will represent members from various practice areas (e.g., community/public health, health informatics/information systems, long-term care/aging, acute care, ambulatory care, education, and pediatrics). The Academy will provide travel expenses for the two international representatives to attend a face-to-face meeting in Chicago for one meeting each

year. Initial international appointments were for three (3) years for one representative and four (4) years for one (additional) representative. In succeeding years each addition of an international representative will have a three (3) year term. Additionally, the chair of the NCPT Committee will also be a member of the Council on Research and will attend their face-to-face meeting.

#### **PROCEDURES:**

The NCPT Committee will have a minimum of one face-to-face meeting per year and conduct the remainder of the business via teleconference.

#### **COMMITTEE FUNCTIONS:**

The NCPT Committee's functions are as follows:

1. Guide change management initiatives throughout Academy organizational units (e.g., ACEND, CDR, NDEP and Professional Development) focused on assisting members to implement the Nutrition Care Process and Terminology into their daily practice.
2. Work with appropriate external organizations, such as the International Health Standards Development Organisation (IHTSDO), and Health Level Seven, International (HL7) to develop relationships that facilitate the further advancement of the Nutrition Care Process and Terminology.
3. Provide tools and procedures to support strategies for implementation of the NCP and Terminology.
4. Maintain and update initial taxonomy framework for the terminology (NCPT).
5. Identify specific research needed to validate the Nutrition Care Process and Terminology use and inclusion in the E H R.
6. Refine future plans for marketing and implementation of the Nutrition Care Process and Terminology.
7. Select the NCPT Advisory Workgroup for review and provision of expertise for terminology changes/additions; newsletter, professional paper, and book reviews; and for *ad hoc* working groups determined by the NCPT Committee.
8. Select the NCPT International Workgroup for review and provision of expertise for terminology changes/additions, and for inclusion in the various program of work initiatives of the NCPT Committee.

#### **STAFFING:**

Research, International, and Scientific Affairs provide expertise and staff support for Nutrition Care Process and Terminology (NCPT) Committee functions.