

Students: prefill this form as far as you can.

**Hunter College Dietetic Internship – Distance option
Preceptor and Facility agreement form**

Preceptor information

Please note: All information will be kept confidential. Only persons directly involved with the Dietetic Internship Program will have access.

Prospective Intern Name: (first name, last name)

Preceptor Name: (first name, last name)

Preceptor email address:

Facility Name:

Facility physical address:

Indicate the total number of weeks and hours for the planned rotation as applicable:

Clinical (in-patient only):

___ weeks ___ total hours _____ date range

Food Service Management:

___ weeks ___ total hours _____ date range

Community:

___ weeks ___ total hours _____ date range

Does the rotation experience include one-on-one counseling? (yes/ no)

Does the rotation include a program evaluation and/or development project?

(yes/ no)

(Note: this is not a requirement for every rotation but needs to be included in an individual intern's overall internship experience)

The following is expected from preceptors:

- The preceptor provides guidance, instruction, and evaluations for supervised practice and associated assignments with the goal that the intern develops the required competencies to the degree expected from an entry-level dietitian.
- The preceptor assists the intern in solving problems and resolving conflicts at the rotation site with the goal of successful completion of the rotation within the set time frame.
- The preceptor evaluates the intern's performance approximately every 4 weeks or 150 hours, using the online evaluation forms, and informally evaluates the intern's performance as needed.
- The preceptor communicates electronically, verbally and/or in writing regarding the intern's performance with the Dietetic Internship Program director or assigned assistant.
- The preceptor maintains the confidentiality of student records, and treats interns fairly and objectively.
- The preceptor agrees to the policy of the Academy of Nutrition and Dietetics, stating that Dietetic Interns shall not routinely replace employees except for planned professional staff experiences. (see e.g. IP Standards 2012).

Please indicate that you agree to fulfill these expectations with your initials:

The complete DI Handbook and Policies and Procedures Manual for the current year are posted at <http://www.hunter.cuny.edu/nutrition/dietetic-internship/dietetic-internship-documents-1> .

Please indicate with your signature that you agree to precept the intern named above for the experience and time indicated above if he/she is accepted into the Hunter College Dietetic Internship Program:

Print name: _____ **Credentials/Degrees:** _____

Signature: _____

We will ask you to complete a short profile – about 5 minutes online – if the student is accepted into the program.

The following pages include more detailed questions, and the list of competencies for the Dietetic Internship program.

They may be completed later, once the student is accepted into the program.

Have you previously worked with a Hunter College Dietetic Intern? (yes/no)

If yes, please indicate the name of the latest intern you have worked with. (first name, last name)

Preceptor Information:

Registration number:

License/Certification number if applicable:

Office phone number:

Cell phone number:

Email address: see above

Preferred method of contact:

Years of professional experience in Nutrition and Dietetics and related fields:

Years at current position:

Previous experience as preceptor:

Areas of expertise:

Evidence for expertise, e.g. advanced credential (CDE, CNSD etc.), publications, years of experience in the area of expertise

Are you employed full-time? (yes/ no)

If part-time, is there another preceptor available to assist in mentoring the intern when you are not working? (yes/ no)

If YES, has this person agreed to mentor the intern?

Second mentor/preceptor (if applicable): (first name, last name)

Please indicate briefly how the intern should prepare for the rotation:

(e.g., read the materials I provide them with)

The following information regards the facility:

The facility has to have or enter into an affiliation agreement with CUNY Hunter College in order for the intern to be able to complete their rotation with you. This agreement covers many aspects, including liability insurance for the Dietetic Intern.

Have you ascertained that the facility is willing to enter into such agreement?

(yes/ no)

Administrator to contact regarding the affiliation agreement:

Name (first name, last name):

Title:

Phone number and address:

(This information will only be used if the intern is accepted into the program.)

Brief description of the type of experience to be provided for the intern:

Acute and long-term Care rotations:

Number of beds:

Number of RDs:

Number of DTRs

Clinical practice areas the intern will cover (check as applicable):

- | | |
|---|--|
| <input type="checkbox"/> Behavioral health | <input type="checkbox"/> Pediatrics |
| <input type="checkbox"/> Gastrointestinal disorders | <input type="checkbox"/> Renal disease |
| <input type="checkbox"/> Cardiovascular disease, metabolic syndrome and obesity | <input type="checkbox"/> Oncology |
| <input type="checkbox"/> Diabetes | <input type="checkbox"/> HIV/AIDS |
| <input type="checkbox"/> Neurological disorders/dementia | <input type="checkbox"/> Nutrition Support |

Will the intern be able to cover all competencies expected for the Clinical rotation (see list of competencies, competencies marked in green)? yes no

Food Service Management Rotation

Type of operation:

Type of meals served:

Number of meals served/day (at the site where the intern will rotate):

Will the intern be able to cover all competencies expected for the Food Service Management rotation (see list of competencies, competencies marked in red)? yes no

Community Nutrition Rotation:

Areas of activities covered (Note: not all are required for each site):

- | | |
|--|--|
| <input type="checkbox"/> Community needs assessment | <input type="checkbox"/> Involvement in state or national programs (e.g. WIC, CACFP) |
| <input type="checkbox"/> Nutrition assessment | <input type="checkbox"/> Involvement in activities regarding public health policies at the local or higher level |
| <input type="checkbox"/> General healthy eating-focused campaign | <input type="checkbox"/> Scientific research project with the goal of publication in peer-reviewed literature |
| <input type="checkbox"/> Disease-focused campaign | |
| <input type="checkbox"/> Coalition development | |
| <input type="checkbox"/> Grant writing | |

Have you discussed with the intern which, if any, competencies expected for the community rotation will NOT be covered in the rotation (see list of competencies, competencies marked in blue)? (yes/ no)

Thank you for your engagement in education and training of future dietitians!

Please direct questions to:

Victoria Fischer PhD, MS, RD, CDN

Dietetic Internship Director, Assistant Professor

Nutrition Program, Hunter College, School of Urban Public Health

Silberman Bldg, Rm 503, 2180 Third Avenue (at E. 119th St), New York, NY 10035

Office: 212 396 7773, Cell: 631 748 8553, Victoria.Fischer@hunter.cuny.edu

End of questions.

2017 – ACEND Core Competencies for the RD - Summary Worksheet

Color code: black = all rotations, green = mainly clinical (many can be covered in out-patient settings), red = mainly Food Service Management, blue = community

(scroll down/next page)

Students: only provide the list applicable to the specific site, to reduce reading-load.

Clinical / MNT rotation		
Competency / Learning Outcome	Activity examples	Outcome Evaluation
CRDN 1.1 Select indicators of program quality and/or customer service and measure achievement of objectives.	Participation in CQI projects Service Improvement Project (if this hasn't been done in another rotation)	Preceptor will evaluate for appropriate assessments. Intern will describe the activity in weekly logs and competency checklist, without revealing confidential information. (Weekly logs must be signed by the preceptor.)
CRDN 1.2 Apply evidence-based guidelines, systematic reviews and scientific literature (such as the Academy's Evidence Analysis Library and Evidence-based Nutrition Practice Guidelines, Cochrane Database of Systematic Reviews and the U.S. Department of Health and Human Services, Agency for Healthcare Research and Quality, National Guideline Clearinghouse Web sites) in the nutrition care process and model and other areas of dietetics practice	Use in patient-care related documentation Service Improvement Project Case descriptions	Preceptor and DI Director will evaluate for proper use of evidence-based applications. Intern will prepare 10 case descriptions, de-identified to comply with HIPAA policies, including current guidelines.
CRDN 1.3 Justify programs, products, services and care using appropriate evidence or data	Mainly in Food Service / Management Participation in CQI / QA Service Improvement Project	Preceptor evaluates
CRDN 1.4 Evaluate emerging research for application in dietetics practice	Student may research new guidelines and options for interventions for a specific patient	Preceptor evaluates

<p>CRDN 1.5 Conduct projects using appropriate research methods, ethical procedures and data analysis</p>	<p>Mainly community rotation</p> <p>Student may propose, participate in or help to evaluate an outcomes research project</p>	<p>Preceptor evaluates propriety of methods, procedures and analysis</p>
<p>CRDN 1.6 Incorporate critical-thinking skills in overall practice</p>	<p>Student completes assessments and follow-up visits with minimal assistance.</p>	<p>Preceptor evaluates propriety of the level of performance.</p>
<p>CRDN 2.1 Practice in compliance with current federal regulations and state statutes and rules, as applicable and in accordance with accreditation standards and the Scope of Dietetics Practice and Code of Ethics for the Profession of Nutrition and Dietetics</p>	<p>Interns will be oriented to current relevant federal and state regulations that are applicable to this rotation.</p> <p>Interns will have been oriented to the AND Code of Ethics, the Scope of Practice Framework and the Standards of Professional Practice and HIPPA regulations.</p>	<p>Preceptor will evaluate intern's ability to comply with the rules and accreditation standards. Intern will prepare a list of references for rules and regulations applicable to the rotation site, as a basis of knowing what to comply with.</p>
<p>CRDN 2.2 Demonstrate professional writing skills in preparing professional communications</p>	<p>Intern will prepare educational materials for use with patient education at the site.</p>	<p>Preceptor will evaluate the materials for accuracy and the ability of the target group to understand the material, and use of correct format and professional writing skills. Intern will prepare one in-service presented at the rotation site, including education materials as applicable, and submit this to the Dietetic Internship Director.</p>
<p>CRDN 2.3 Demonstrate active participation, teamwork and contributions in group settings</p>	<p>Interns will prepare for, and attend meetings in the facility and collaborate with staff and other relevant individuals to contribute to the assigned work.</p>	<p>Preceptor will evaluate appropriate participation. Intern will document participation in weekly logs.</p>

<p>CRDN 2.4 Function as a member of interprofessional teams</p>	<p>Interns will participate in meetings of patient care teams and will interact with other members of the healthcare team as part of patient care.</p>	<p>Preceptor will evaluate for understanding of the healthcare team. Intern will document interactions and collaborations by example in weekly logs.</p>
<p>CRDN 2.5 Assign duties to NDTRs and/or support personnel as appropriate</p>	<p>Interns will familiarize themselves, with guidance by preceptor, with applicable guidelines, policies, job descriptions, etc., and assign patient care activities to support personnel accordingly.</p>	<p>Preceptor will evaluate for appropriate assignment. Intern will document examples in the weekly logs.</p>
<p>CRDN 2.6 Refer clients and patients to other professionals and services when needs are beyond individual scope of practice</p>	<p>Interns will refer patient care to other members of the healthcare team when appropriate</p>	<p>Preceptor will evaluate for appropriate referrals. Intern will document examples in the weekly logs.</p>
<p>CRDN 2.7 Apply leadership skills to achieve desired outcomes</p>	<p>Intern will assume leadership for at least one project at the facility, with the assistance of the preceptor, to be able to apply leadership principles effectively.</p>	<p>Preceptor will evaluate for leadership skills and achievement of desired outcomes. Intern will document an example in the weekly logs and competency checklist. A written project or materials may be added to the portfolio.</p>
<p>CRDN 2.8 Demonstrate negotiation skills</p>	<p>The intern will resolve discords with patients and co-workers by communication. This can be demonstrated in a conversation with a patient that leads to agreement on goals and interventions that the patient initially rejects, or in achievement of an agreement with co-workers.</p>	<p>Preceptor and DI director will evaluate for propriety. Intern will document an example in the weekly logs.</p>

CRDN 2.9 Participate in professional and community organizations	(not typical for the clinical rotation per se)	Intern will document membership in professional organizations and participation in at least two professional conferences or meetings.
CRDN 2.10 Demonstrate professional attributes in all areas of practice	Interns will demonstrate all professional attributes with clients and all personnel in the facility.	Preceptor will evaluate outcomes and document them on the evaluation form.
CRDN 2.11 Show cultural competence/sensitivity in interactions with clients, colleagues and staff	Interns will demonstrate awareness of restrictions and characteristics of members of other cultures in the rotation setting. Intern will identify appropriate menu items in patient care where appropriate and respect the patients' and colleagues' cultural background	Preceptor will evaluate adequacy of competence in evaluation forms.
CRDN 2.12 Perform self-assessment, develop goals for self-improvement throughout the program	Intern will complete a self-assessment in the beginning and mid-point of each rotation. Self-assessment at the end of the rotation will be concurrent with the beginning of the following rotation.	Preceptors and DI director will discuss goals and progress with the intern.
CRDN 2.13 Prepare a plan for professional development according to Commission on Dietetic Registration guidelines	<i>(completed in the DI Seminar)</i>	<i>DI director evaluates</i>
CRDN 2.14 Demonstrate advocacy on local, state or national legislative and regulatory issues or policies impacting the nutrition and dietetics profession	<i>Intern will participate in meetings of a professional organization, like AND and its more local subsidiaries. Intern will be aware of argumentation around several of these issues throughout the duration of the DI program.</i>	<i>Intern will document attendance at meetings. Intern will document opportunities to take initiative, along with a brief description of the issue in question,</i>

<p>CRDN 2.15 Practice and/or role play mentoring and precepting others</p>	<p>Intern may orient newer interns to specific procedures.</p>	<p>Preceptor evaluates mentoring skills.</p>
<p>CRDN 3.1 Perform the Nutrition Care Process (a through e below) and use standardized nutrition language for individuals, groups and populations of differing ages and health status**, in a variety of settings</p> <p>a. Assess the nutritional status of individuals, groups and populations in a variety of settings where nutrition care is or can be delivered</p>	<p>Using the Nutrition Care Process, the intern will assess the nutrition status of at least 10 patients or residents in the facility.</p>	<p>Preceptor will evaluate outcomes. Intern will prepare 10 case descriptions, including etiology / pathophysiology and current guidelines of the main diagnosis addressed and complete Nutrition care process documentation, modified to comply with HIPAA regulations. The preceptor must approve the case descriptions before they are handed in to the DI Director. DI director evaluates etiology/pathophysiology part of the case descriptions.</p>
<p>b. Diagnose nutrition problems and create problem, etiology, signs and symptoms (PES) statements</p>	<p>Intern will use the results of the assessment to diagnose the problem and create a PES statement.</p>	
<p>c. Plan and implement nutrition interventions to include prioritizing the nutrition diagnosis, formulating a nutrition prescription, establishing goals and selecting and managing intervention</p>	<p>Intern will plan, implement and manage nutritional intervention, based on previous steps.</p>	
<p>d. Monitor and evaluate problems, etiologies, signs, symptoms and the impact of interventions on the nutrition diagnosis</p>	<p>Intern will monitor and evaluate to see the impact of the interventions.</p>	

e. Complete documentation that follows professional guidelines required by health care systems and guidelines required by the practice setting.	Intern will complete documentation that follows professional guidelines required by health care systems and guidelines required by the practice setting.	Preceptor will evaluate for guidelines required by the practice setting. Intern will describe the activity in weekly logs and competency checklist, without revealing confidential information. (Weekly logs must be signed by the preceptor.)
CRDN 3.2 Conduct nutrition focused physical exams	Using the Nutrition Care Process, the intern will assess the nutrition status of at least 10 patients or residents in the facility, including nutrition-focused physical exams as practiced in the facility.	Preceptor will evaluate skills.
CRDN 3.3 Demonstrate effective communications skills for clinical and customer services in a variety of formats.	Intern will communicate clearly in conversations with patients, use forms for written communication and develop nutrition education materials suitable for the patient population at the facility.	Preceptor will evaluate effectiveness of communication.
CRDN 3.4 Design, implement and evaluate presentations to a target audience	Intern may provide an in-service, e.g. on one of the diseases researched for the case descriptions.	Preceptor will evaluate propriety of the presentation. Intern will document materials and outline in the rotation portfolio.
CRDN 3.7 Develop and deliver products, programs or services that promote consumer health, wellness and lifestyle management.	Intern may develop material for distribution or presentation to staff or visitors at the facility.	Preceptor will evaluate propriety.
CRDN 3.8 Deliver respectful, science-based answers to consumer questions concerning emerging trends	Intern will answer patients' questions respectfully, and based on scientific evidence.	Preceptor will evaluate propriety.

CRDN 3.9 Coordinate procurement, production, distribution and service of goods and services, demonstrating and promoting responsible use of resources	(not typically applicable to clinical rotation)	
CRDN 3.10 Develop and evaluate recipes, formulas and menus for acceptability and affordability that accommodate the cultural diversity and health needs of various populations, groups and individuals	(not typically applicable to clinical rotation)	
CRDN 4.1 Participate in management of human resources.	(not typically applicable to clinical rotation)	
CRDN 4.2 Perform management functions related to safety, security and sanitation that affect employees, customers, patients, facilities and food	(not typically applicable to clinical rotation)	
CRDN 4.3 Conduct clinical and customer service quality management activities	Intern may participate in CQI / QA activities. Participation may consist of design, application, or evaluation of projects.	Preceptor will evaluate intern's participation. Intern will document participation in weekly logs, without revealing confidential information.
CRDN 4.4 Apply current nutrition informatics to develop, store, retrieve and disseminate information and data	Intern will use technology available at the facility to develop, store, retrieve and disseminate information, depending on the equipment and needs of the facility.	Preceptor will evaluate outcomes. Intern will practice these skills for the Dietetic Internship Seminar as well.

CRDN 4.5 Analyze quality, financial or productivity data for use in planning	Intern may participate in analysis of such data for the Service Improvement project.	Preceptor will evaluate the analysis. DI director will evaluate Service Improvement Project as submitted by the intern.
CRDN 4.6 Propose and use procedures as appropriate to the practice setting to promote sustainability, reduce waste and protect the environment.		
CRDN 4.7 Conduct feasibility studies for products, programs or services with consideration of costs and benefits.	Service Improvement Project Intern may participate in ongoing projects aimed toward service improvement	Preceptor and DI director will evaluate the Service Improvement Project Preceptor will evaluate student's contribution in evaluation form.
CRDN 4.8 Develop a plan to provide or develop a product, program or service that includes a budget, staffing needs, equipment and supplies	Service Improvement Project	Preceptor and DI director will evaluate the Service Improvement Project
CRDN 4.9 Explain the process for coding and billing for nutrition and dietetics services to obtain reimbursement from public or private payers, fee-for-service and value-based payment systems.	Student will understand processes that allow reimbursement in practice at the site, and apply procedures under supervision as directed.	Preceptor will evaluate student's understanding and appropriate application of procedures in evaluation form.
CRDN 4.10 Analyze risk in nutrition and dietetics practice	Student will evaluate nutritional risk status of patients. Student will understand risks associated with implementation of interventions.	Preceptor will evaluate appropriate assessment of nutritional risk and understanding of risks associated with implementation of MNT in evaluation form.

Food Service Management		
Competency / Learning Outcome	Activity examples	Outcome Evaluation
CRDN 1.1 Select indicators of program quality and/or customer service and measure achievement of objectives.	Participation in CQI projects Service Improvement Project (if this hasn't been done in another rotation)	Preceptor will evaluate for appropriate assessments. Intern will describe the activity in weekly logs and competency checklist, without revealing confidential information. (Weekly logs must be signed by the preceptor.)
CRDN 1.2 Apply evidence-based guidelines, systematic reviews and scientific literature (such as the Academy's Evidence Analysis Library and Evidence-based Nutrition Practice Guidelines, Cochrane Database of Systematic Reviews and the U.S. Department of Health and Human Services, Agency for Healthcare Research and Quality, National Guideline Clearinghouse Web sites) in the nutrition care process and model and other areas of dietetics practice	Service Improvement Project	Preceptor and DI Director will evaluate for proper use of evidence-based applications as applicable.
CRDN 1.3 Justify programs, products, services and care using appropriate evidence or data	Participation in CQI / QA Service Improvement Project	Preceptor evaluates for use of appropriate comparative standards, data collection and analysis
CRDN 1.4 Evaluate emerging research for application in dietetics practice	Student may research new guidelines and options for interventions for a specific patient	Preceptor evaluates

<p>CRDN 1.5 Conduct projects using appropriate research methods, ethical procedures and data analysis</p>	<p>Mainly community rotation</p> <p>Student may propose, participate in or help to evaluate a project on quality of current service, or conduct a service improvement project</p>	
<p>CRDN 1.6 Incorporate critical-thinking skills in overall practice</p>	<p>Student will demonstrate the ability to integrate knowledge from all area of dietetics practice into problem solving.</p>	<p>Preceptor will evaluate ability in evaluation form.</p>
<p>CRDN 2.1 Practice in compliance with current federal regulations and state statutes and rules, as applicable and in accordance with accreditation standards and the Scope of Dietetics Practice and Code of Ethics for the Profession of Nutrition and Dietetics</p>	<p>Interns will be oriented to current relevant federal and state regulations and accreditation that are applicable to the rotation.</p> <p>Interns will have been oriented to the ADA Code of Ethics, the Scope of Practice Framework and the Standards of Professional Practice.</p>	<p>Preceptor will evaluate intern's ability to comply with the rules and accreditation standards. Intern will prepare a list of references for rules and regulations applicable to the rotation site, as a basis of knowing what to comply with.</p>
<p>CRDN 2.2 Demonstrate professional writing skills in preparing professional communications</p>	<p>Intern will prepare educational materials to be used in educating employees and/or clients at the site.</p>	<p>Preceptor will evaluate the materials for accuracy, and ability of target group to understand the material, as well as correct format and professional writing skills. Intern will submit materials and potential lesson plans in the rotation portfolio.</p>
<p>CRDN 2.3 Demonstrate active participation, teamwork and contributions in group settings</p>	<p>Interns will prepare for and attend meetings in the facility and collaborate with staff and other relevant individuals to contribute to the assigned placement.</p>	<p>Intern and preceptor will evaluate outcomes. Intern will document participation and some contributions in the weekly logs and competency checklist.</p>
<p>CRDN 2.4 Function as a member of interprofessional teams</p>	<p>Interns will cooperate with team members appropriate to their role in the team.</p>	<p>Preceptor will evaluate intern's ability for team work and advise as needed.</p>

<p>CRDN 2.5 Assign duties to NDTRs and/or support personnel as appropriate</p>	<p>Interns will familiarize themselves with the jurisdictional law, practice guidelines, background of support personnel and policies within the facilities before assigning patient care activities to support personnel.</p>	<p>Preceptor will evaluate outcomes. Intern will document examples in the weekly logs and competency checklist.</p>
<p>CRDN 2.6 Refer clients and patients to other professionals and services when needs are beyond individual scope of practice</p>	<p>Intern will only perform work within responsibilities assigned to them and will refer all other requests to other professionals as appropriate.</p>	<p>Preceptor will evaluate in evaluation form.</p>
<p>CRDN 2.7 Apply leadership skills to achieve desired outcomes</p>	<p>Intern will assume leadership for at least one, potentially very small, project at the facility, with the assistance of the preceptor, to be able to apply leadership principles effectively.</p>	<p>Preceptor will evaluate for leadership skills and achievement of desired outcomes. Intern will document an example in the weekly logs and competency checklist. A written project or materials may be added to the portfolio.</p>
<p>CRDN 2.8 Demonstrate negotiation skills</p>	<p>The intern will resolve discords with patients and co-workers by communication.</p>	<p>Preceptor and DI director will evaluate for propriety. Intern will document an example in the weekly logs.</p>
<p>CRDN 2.9 Participate in professional and community organizations</p>	<p>(not typical for Food Service / Management rotation)</p>	
<p>CRDN 2.10 Demonstrate professional attributes in all areas of practice</p>	<p>Interns will demonstrate all professional attributes with clients and all personnel in the facility.</p>	<p>Preceptor will evaluate outcomes and document them on the evaluation form.</p>

<p>CRDN 2.11 Show cultural competence/sensitivity in interactions with clients, colleagues and staff</p>	<p>Interns will prepare a menu with adaptations for patients from a different culture or with religious restrictions in addition to health-related restrictions.</p> <p>Interns will demonstrate awareness of restrictions and characteristics of members of other cultures in the rotation setting.</p>	<p>Preceptor will evaluate adequacy of competence in evaluation forms.</p> <p>Intern will submit the modified menu as part of the rotation portfolio.</p>
<p>CRDN 2.12 Perform self-assessment, develop goals for self-improvement throughout the program</p>	<p>Intern will complete a self-assessment in the beginning and mid-point of each rotation. Self-assessment at the end of the rotation will be concurrent with the beginning of the following rotation.</p>	<p>Preceptors and DI director will discuss goals and progress with the intern.</p>
<p>CRDN 2.13 Prepare a plan for professional development according to Commission on Dietetic Registration guidelines</p>	<p><i>(completed in the DI Seminar)</i></p>	<p><i>DI director evaluates</i></p>
<p>CRDN 2.14 Demonstrate advocacy on local, state or national legislative and regulatory issues or policies impacting the nutrition and dietetics profession</p>	<p><i>Intern will participate in meetings of a professional organization, like AND and its more local subsidiaries. Intern will be aware of argumentation around several of these issues throughout the duration of the DI program.</i></p>	<p><i>Intern will document attendance at meetings. Intern will document opportunities to take initiative, along with a brief description of the issue in question,</i></p>
<p>CRDN 2.15 Practice and/or role play mentoring and precepting others</p>	<p>Intern may orient newer interns to specific procedures.</p>	<p>Preceptor evaluates mentoring skills.</p>

<p>CRDN 3.1 Perform the Nutrition Care Process (a through e below) and use standardized nutrition language for individuals, groups and populations of differing ages and health status**, in a variety of settings</p> <p>a. Assess the nutritional status of individuals, groups and populations in a variety of settings where nutrition care is or can be delivered</p>	<p>(typically performed in the clinical rotation and in some community rotations)</p>	
<p>b. Diagnose nutrition problems and create problem, etiology, signs and symptoms (PES) statements</p>	<p>(typically performed in the clinical rotation and in some community rotations)</p>	
<p>c. Plan and implement nutrition interventions to include prioritizing the nutrition diagnosis, formulating a nutrition prescription, establishing goals and selecting and managing intervention</p>	<p>(typically performed in the clinical rotation and in some community rotations)</p>	
<p>d. Monitor and evaluate problems, etiologies, signs, symptoms and the impact of interventions on the nutrition diagnosis</p>	<p>(typically performed in the clinical rotation and in some community rotations)</p>	

e. Complete documentation that follows professional guidelines required by health care systems and guidelines required by the practice setting.	Intern will complete documentation that follows professional guidelines required by health care systems and guidelines required by the practice setting.	Preceptor will evaluate for guidelines required by the practice setting. Intern will describe the activity in weekly logs and competency checklist, without revealing confidential information. (Weekly logs must be signed by the preceptor.)
CRDN 3.2 Conduct nutrition focused physical exams	(typically performed in the clinical rotation and in some community rotations)	
CRDN 3.3 Demonstrate effective communications skills for clinical and customer services in a variety of formats.	Intern will communicate clearly in conversations with patients, use forms for written communication and may develop nutrition education materials suitable as needed and appropriate at the facility.	Preceptor will evaluate effectiveness of communication.
CRDN 3.4 Design, implement and evaluate presentations to a target audience	Intern may provide an in-service, e.g. on one of the diseases researched for the case descriptions.	Preceptor will evaluate propriety of the presentation. Intern will document materials and outline in the rotation portfolio.
CRDN 3.7 Develop and deliver products, programs or services that promote consumer health, wellness and lifestyle management.	Intern may develop material for distribution or presentation to staff or visitors at the facility.	Preceptor will evaluate propriety.
CRDN 3.8 Deliver respectful, science-based answers to consumer questions concerning emerging trends	Intern will answer patients' questions respectfully, and based on scientific evidence.	Preceptor will evaluate propriety.

<p>CRDN 3.9 Coordinate procurement, production, distribution and service of goods and services, demonstrating and promoting responsible use of resources</p>	<p>Intern will participate in organization of the food service at different points of the operation, e.g. ordering, receiving, planning of production schedule, service.</p>	<p>Preceptor will evaluate. Intern will collect one order sheet and one receiving list, with confidential information blacked out.</p>
<p>CRDN 3.10 Develop and evaluate recipes, formulas and menus for acceptability and affordability that accommodate the cultural diversity and health needs of various populations, groups and individuals</p>	<p>Intern will plan a menu for the facility that will include modifications for all special needs and have a plan for procurement for items on the menu, plan and assign the production schedule and food distribution, evaluate and test recipes and survey for menu acceptability. The menus will accommodate the cultural diversity and health care needs of the facility. Menus will be analyzed for nutrients on special software.</p>	<p>Intern will include project in portfolio: Menu for one age group, one season, including user surface including substitutions for at least one condition, sample recipes with price calculations, and nutritional analysis plus one menu for at least one week for a cultural group other than the student's own and not mainstream, with a description of characteristics (this may be separate from the rotation experience but should be in the rotation portfolio). Intern will describe additional information in the weekly logs.</p>
<p>CRDN 4.1 Participate in management of human resources.</p>	<p>Intern will participate in scheduling and observe other aspects of management of human resources. Difficult situations and development of policies should be discussed without breach of confidentiality.</p>	<p>Preceptor will evaluate. Intern will include sample schedule in rotation portfolio, excluding names or other confidential data, and provide examples for other aspects of management of human resources observed or discussed.</p>

<p>CRDN 4.2 Perform management functions related to safety, security and sanitation that affect employees, customers, patients, facilities and food</p>	<p>Intern will participate in activities related to food safety, e.g. maintenance of HACCP logs. Intern may conduct an in-service on a related topic. Intern may exercise other related management functions as instructed by the preceptor.</p>	<p>Preceptor will evaluate performance. Materials prepared for an in-service should be included in the rotation portfolio.</p>
<p>CRDN 4.3 Conduct clinical and customer service quality management activities</p>	<p>Intern may participate in CQI / QA activities. Participation may consist of design, application, or evaluation of projects.</p>	<p>Preceptor will evaluate intern's participation. Intern will document participation in weekly logs, without revealing confidential information.</p>
<p>CRDN 4.4 Apply current nutrition informatics to develop, store, retrieve and disseminate information and data</p>	<p>Intern will use technology available at the facility to develop, store, retrieve and disseminate information, depending on the equipment and needs of the facility.</p>	<p>Preceptor will evaluate outcomes.</p>
<p>CRDN 4.5 Analyze quality, financial or productivity data for use in planning</p>	<p>Intern may participate in analysis of such data for the Service Improvement project.</p>	<p>Preceptor will evaluate the analysis. DI director will evaluate Service Improvement Project as submitted by the intern.</p>
<p>CRDN 4.6 Propose and use procedures as appropriate to the practice setting to promote sustainability, reduce waste and protect the environment.</p>	<p>Service Improvement Project (if not completed in a different rotation) Intern will suggest improvements to procedures and discuss these with the preceptor.</p>	<p>Service Improvement Project will be evaluated by preceptor and DI director and will be included in the intern's portfolio. Preceptor will evaluate other suggestions for improvements.</p>
<p>CRDN 4.7 Conduct feasibility studies for products, programs or services with consideration of costs and benefits.</p>	<p>Service Improvement Project Intern may participate in ongoing projects aimed toward service improvement</p>	<p>Preceptor and DI director will evaluate the Service Improvement Project Preceptor will evaluate student's contribution in evaluation form.</p>

<p>CRDN 4.8 Develop a plan to provide or develop a product, program or service that includes a budget, staffing needs, equipment and supplies</p>	<p>Service Improvement Project (if not completed in a different rotation)</p> <p>Intern will suggest improvements to procedures and discuss these with the preceptor.</p>	<p>Service Improvement Project will be evaluated by preceptor and DI director and will be included in the intern's portfolio. Preceptor will evaluate other suggestions for improvements.</p>
<p>CRDN 4.9 Explain the process for coding and billing for nutrition and dietetics services to obtain reimbursement from public or private payers, fee-for-service and value-based payment systems.</p>	<p>(not typical for Food Service / Management rotation)</p>	
<p>CRDN 4.10 Analyze risk in nutrition and dietetics practice</p>	<p>(not typical for Food Service / Management rotation)</p>	

Community rotation		
Competency / Learning Outcome	Activity examples	Outcome Evaluation
CRDN 1.1 Select indicators of program quality and/or customer service and measure achievement of objectives.	Participation in program evaluation	Preceptor will evaluate for appropriate assessments. Intern will describe the activity in weekly logs and competency checklist, without revealing confidential information. (Weekly logs must be signed by the preceptor.)
CRDN 1.2 Apply evidence-based guidelines, systematic reviews and scientific literature (such as the Academy's Evidence Analysis Library and Evidence-based Nutrition Practice Guidelines, Cochrane Database of Systematic Reviews and the U.S. Department of Health and Human Services, Agency for Healthcare Research and Quality, National Guideline Clearinghouse Web sites) in the nutrition care process and model and other areas of dietetics practice	Use in patient-care related documentation and program development and implementation	Preceptor and DI Director will evaluate for proper use of evidence-based applications.
CRDN 1.3 Justify programs, products, services and care using appropriate evidence or data	Intern may participate in program evaluation	Preceptor evaluates
CRDN 1.4 Evaluate emerging research for application in dietetics practice	Student may research new guidelines and options for interventions and programs suitable for the population served by the facility	Preceptor evaluates

CRDN 1.5 Conduct projects using appropriate research methods, ethical procedures and data analysis	Student may propose, participate in or help to evaluate an outcomes research project	
CRDN 1.6 Incorporate critical-thinking skills in overall practice	Student will demonstrate the ability to integrate knowledge from all area of dietetics practice into problem solving.	Preceptor will evaluate ability in evaluation form.
CRDN 2.1 Practice in compliance with current federal regulations and state statutes and rules, as applicable and in accordance with accreditation standards and the Scope of Dietetics Practice and Code of Ethics for the Profession of Nutrition and Dietetics	Interns will be oriented to current relevant federal and state regulations and accreditation that are applicable to the rotation. Interns will have been oriented to the AND Code of Ethics, the Scope of Practice Framework and the Standards of Professional Practice.	Preceptor will evaluate intern's ability to comply with the rules and accreditation standards. Intern will prepare a list of references for rules and regulations applicable to the rotation site, as a basis of knowing what to comply with.
CRDN 2.2 Demonstrate professional writing skills in preparing professional communications	Intern will prepare nutrition education materials as well as documentation of the research project in written form at professional level.	Preceptor will evaluate the materials for accuracy, and ability of target group to understand the material, as well as correct format and professional writing skills. Preceptor will evaluate the quality of the research project. Intern will submit materials and potential lesson plans in the rotation portfolio.
CRDN 2.3 Demonstrate active participation, teamwork and contributions in group settings	Interns will prepare for and attend meetings in the facility and collaborate with staff and other relevant individuals to contribute to the assigned placement.	Intern and preceptor will evaluate outcomes. Intern will document participation and some contributions in the weekly logs and competency checklist.
CRDN 2.4 Function as a member of interprofessional teams	Interns will cooperate with team members appropriate to their role in the team.	Preceptor will evaluate intern's ability for team work and advise as needed.

<p>CRDN 2.5 Assign duties to NDTRs and/or support personnel as appropriate</p>	<p>Interns will familiarize themselves with the jurisdictional law, practice guidelines, background of support personnel and policies within the facilities before assigning patient care activities to support personnel.</p>	<p>Preceptor will evaluate outcomes. Intern will document examples in the weekly logs and competency checklist.</p>
<p>CRDN 2.6 Refer clients and patients to other professionals and services when needs are beyond individual scope of practice</p>	<p>Intern will only perform work within responsibilities assigned to them and will refer all other requests to other professionals as appropriate.</p>	<p>Preceptor will evaluate in evaluation form.</p>
<p>CRDN 2.7 Apply leadership skills to achieve desired outcomes</p>	<p>Intern will assume leadership for at least one, potentially very small, project at the facility, with the assistance of the preceptor, to be able to apply leadership principles effectively.</p>	<p>Preceptor will evaluate for leadership skills and achievement of desired outcomes. Intern will document an example in the weekly logs and competency checklist. A written project or materials may be added to the portfolio.</p>
<p>CRDN 2.8 Demonstrate negotiation skills</p>	<p>The intern will resolve discords with clients/patients and co-workers by communication.</p>	<p>Preceptor and DI director will evaluate for propriety. Intern will document an example in the weekly logs.</p>
<p>CRDN 2.9 Participate in professional and community organizations</p>	<p>Intern will attend at least two conferences or meetings, one of which must have a public health focus. These occasions may be outside of the time frame of the community rotation. Intern will be a member of AND.</p>	<p>Intern will document membership in professional organizations and participation in at least two professional conferences or meetings.</p>
<p>CRDN 2.10 Demonstrate professional attributes in all areas of practice</p>	<p>Interns will demonstrate all professional attributes with clients and all personnel in the facility.</p>	<p>Preceptor will evaluate outcomes and document them on the evaluation form.</p>

<p>CRDN 2.11 Show cultural competence/sensitivity in interactions with clients, colleagues and staff</p>	<p>Interns will discuss characteristics of the typical clientele at the rotation site with respect to cultural and religious aspects. Interns will interact with clients from different cultural and religious backgrounds, demonstrating their respect for and knowledge of cultural and religious characteristics.</p>	<p>Preceptor will evaluate intern's performance.</p>
<p>CRDN 2.12 Perform self-assessment, develop goals for self-improvement throughout the program</p>	<p>Intern will complete a self-assessment in the beginning and mid-point of each rotation. Self-assessment at the end of the rotation will be concurrent with the beginning of the following rotation.</p>	<p>Preceptors and DI director will discuss goals and progress with the intern.</p>
<p>CRDN 2.13 Prepare a plan for professional development according to Commission on Dietetic Registration guidelines</p>	<p><i>(completed in the DI Seminar)</i></p>	<p><i>DI director evaluates</i></p>
<p>CRDN 2.14 Demonstrate advocacy on local, state or national legislative and regulatory issues or policies impacting the nutrition and dietetics profession</p>	<p>Intern will participate in meetings of a professional organization, like AND and its more local subsidiaries. Intern will be aware of argumentation around several of these issues throughout the duration of the DI program.</p>	<p>Intern will document attendance at meetings. Intern will document opportunities to take initiative, along with a brief description of the issue in question.</p>
<p>CRDN 2.15 Practice and/or role play mentoring and precepting others</p>	<p>Intern may orient newer interns to specific procedures.</p>	<p>Preceptor evaluates mentoring skills.</p>

<p>CRDN 3.1 Perform the Nutrition Care Process (a through e below) and use standardized nutrition language for individuals, groups and populations of differing ages and health status**, in a variety of settings</p> <p>a. Assess the nutritional status of individuals, groups and populations in a variety of settings where nutrition care is or can be delivered</p>	<p>If applicable to the site, the intern will assess the nutrition status of at least 10 patients or residents in the facility, using the Nutrition Care Process.</p>	<p>Preceptor will evaluate outcomes. If applicable to the site, intern will prepare some case descriptions, including etiology / pathophysiology and current guidelines of the main diagnosis addressed and complete Nutrition care process documentation, modified to comply with HIPAA regulations. The preceptor must approve the case descriptions before they are handed in to the DI Director.</p>
<p>b. Diagnose nutrition problems and create problem, etiology, signs and symptoms (PES) statements</p>	<p>If applicable to the site, intern will use the results of the assessment to diagnose the problem and create a PES statement.</p>	<p>DI director evaluates etiology/pathophysiology part of the case descriptions.</p>
<p>c. Plan and implement nutrition interventions to include prioritizing the nutrition diagnosis, formulating a nutrition prescription, establishing goals and selecting and managing intervention</p>	<p>If applicable to the site, intern will plan, implement and manage nutritional intervention, based on previous steps.</p>	<p>The majority of these case descriptions will be completed during the clinical rotation. However, in rotations that include counseling experience, additional case descriptions may be needed, most likely from specific age groups.</p>
<p>d. Monitor and evaluate problems, etiologies, signs, symptoms and the impact of interventions on the nutrition diagnosis</p>	<p>If applicable to the site, intern will monitor and evaluate to see the impact of the interventions.</p>	

e. Complete documentation that follows professional guidelines required by health care systems and guidelines required by the practice setting.	Intern will complete documentation that follows professional guidelines required by health care systems and guidelines required by the practice setting.	Preceptor will evaluate for guidelines required by the practice setting. Intern will describe the activity in weekly logs and competency checklist, without revealing confidential information. (Weekly logs must be signed by the preceptor.)
CRDN 3.2 Conduct nutrition focused physical exams	If applicable to the site, the intern will assess the nutrition status of at least 10 patients or residents in the facility, including nutrition-focused physical exams as practiced in the facility.	Preceptor will evaluate skills.
CRDN 3.3 Demonstrate effective communications skills for clinical and customer services in a variety of formats.	Intern will develop nutrition education materials, design nutrition education sessions and participate in counseling sessions at the facility.	Preceptor will evaluate nutrition education materials and efficacy and propriety of communication.
CRDN 3.4 Design, implement and evaluate presentations to a target audience	Intern will conduct nutrition education sessions as applicable to the site.	Preceptor will evaluate quality of the work. Materials should be included in the rotation portfolio.
CRDN 3.7 Develop and deliver products, programs or services that promote consumer health, wellness and lifestyle management.	Intern will participate in implementation of nutrition programs at the site. Intern will develop materials and education sessions for programs at the site.	Preceptor will evaluate quality of the work. Materials should be included in the rotation portfolio.
CRDN 3.8 Deliver respectful, science-based answers to consumer questions concerning emerging trends	Intern will answer questions from clients during education sessions, presentations, etc., appropriately. Interns will research three topics of current popular interest and present findings to the DI seminar, and at the site if desired.	Preceptor will evaluate intern's interaction with clients. DI director will evaluate quality of research on the topics of popular interest. These materials should be included in the rotation portfolio.

CRDN 3.9 Coordinate procurement, production, distribution and service of goods and services, demonstrating and promoting responsible use of resources	Intern will participate in implementation of programs, from ordering through evaluation of events, sessions and programs.	Preceptor will evaluate. Descriptions of activities will be included in the rotation portfolio.
CRDN 3.10 Develop and evaluate recipes, formulas and menus for acceptability and affordability that accommodate the cultural diversity and health needs of various populations, groups and individuals	(less typical for community rotations)	
CRDN 4.1 Participate in management of human resources.	(less typical for community rotation)	
CRDN 4.2 Perform management functions related to safety, security and sanitation that affect employees, customers, patients, facilities and food	(less typical for community rotations)	
CRDN 4.3 Conduct clinical and customer service quality management activities	Intern will design pre- and post-evaluations for nutrition education sessions and other events as applicable.	Preceptor will evaluate. Materials should be included in the rotation portfolio.
CRDN 4.4 Apply current nutrition informatics to develop, store, retrieve and disseminate information and data	Interns will use social media to disseminate nutrition information. Intern will use technology available at the facility to develop, store, retrieve and disseminate information, depending on the equipment and needs of the facility.	Preceptor will evaluate outcomes. Interns will document their activities in social media in their rotation portfolio.

CRDN 4.5 Analyze quality, financial or productivity data for use in planning	Intern will collect and analyze data needed for planning of program development, of existing or new programs. This project can be part of or expanded into the student's research project.	Preceptor will evaluate. Materials and findings should be included in the rotations portfolio, exclusive of confidential data.
CRDN 4.6 Propose and use procedures as appropriate to the practice setting to promote sustainability, reduce waste and protect the environment.	Intern will suggest at least one improvement to procedures to contribute to environmental protection and discuss this with the preceptor.	Preceptor will evaluate. Intern will document the suggestion in the weekly logs.
CRDN 4.7 Conduct feasibility studies for products, programs or services with consideration of costs and benefits.	Intern will participate in needs assessment and subsequent design of a new program or revision of an existing program. The student should make a definable contribution to such project.	Preceptor will evaluate. The project should be documented in the rotation portfolio, exclusive of confidential data. It can constitute the student's research project.
CRDN 4.8 Develop a plan to provide or develop a product, program or service that includes a budget, staffing needs, equipment and supplies	Intern will participate in needs assessment and subsequent design of a new program or revision of an existing program. The student should make a definable contribution to such project.	Preceptor will evaluate. The project should be documented in the rotation portfolio, exclusive of confidential data. It can constitute the student's research project.
CRDN 4.9 Explain the process for coding and billing for nutrition and dietetics services to obtain reimbursement from public or private payers, fee-for-service and value-based payment systems.	Interns will understand coding and billing procedures in use at the facility and utilize these procedures as authorized by the preceptor.	Preceptor will evaluate. Intern will document activities in the weekly logs.
CRDN 4.10 Analyze risk in nutrition and dietetics practice	Intern will discuss risk assessment of the facility with the preceptor and gather relevant data.	Preceptor will evaluate. Intern will describe the risk assessment components in weekly logs, without revealing confidential information.

**** The areas specifically addressed in the Hunter DI are:**

1. Gastrointestinal disorders, 2. Cardiovascular Disease, 3. Diabetes, 4. Renal Disease, 5. Oncology, 6. Infectious Disease, 7. Neurological Disorders and Dementia, 8. Nutrition Support, 9. Behavioral Health, and 10. Pediatrics.