

**UNCG Dietetic Internship Program  
SUPERVISED PRACTICE AND ALTERNATE SUPERVISED EXPERIENCES  
CORE COMPETENCIES CHECKLIST 2017-18**

NAME (print): \_\_\_\_\_

*I have abided by the UNCG Academic Integrity Policy on this assignment.*

SIGNATURE / DATE: \_\_\_\_\_ / \_\_\_\_\_

<b>NTR 602 Fall Semester- Supervised Preparation for Professional Engagement</b>			
<b>Learning Activities</b>	<b>Core Competencies</b>	<b>Date Completed</b>	<b>Reviewed By (initials)</b>
1) Review AND Scope of Dietetics Practice and Code of Ethics	CRDN 2.1 CRDN 2.6 CRDN 2.7		
2) Attend a professional meeting(s). Write a summary of meeting and/or attach meeting agenda/program.	CRDN 2.9		
3) Prepare a draft portfolio for professional development as defined by the CDR; complete tutorial.	CRDN 2.12		
4) Lead and/or participate in a journal club on each of the following topics: <ul style="list-style-type: none"> <li>• Scope of Practice</li> <li>• Quality Management</li> <li>• Leadership</li> <li>• Informatics</li> <li>• Telehealth</li> <li>• Coding and billing</li> </ul>	CRDN 2.1 CRDN 2.2 CRDN 4.3		
5) Participate in a current dietetics-related public policy/activism cause.	CRDN 4.3		
6) Create and conduct a workshop on one of the following topics & engage in activities related to: <ul style="list-style-type: none"> <li>• Evidence-based medicine/EAL</li> <li>• Public Policy</li> <li>• Regulatory Compliance</li> <li>• Sustainability</li> <li>• AND Code of Ethics</li> <li>• AND Governance</li> </ul>	CRDN 1.2 CRDN 2.1 CRDN 2.3 CRDN 2.5 CRDN 3.2 CRDN 4.3 CRDN 4.4 CRDN 4.7  CRDN 4.7		
7) Complete 120 hours of professional	CRDN 2.6		

engagement. Work with diverse client/patient/customer populations.	CRDN 2.9 CRDN 2.11 CRDN 2.13		
8) Complete Molly Kellogg “Step By Step” nutrition counseling skills program. Submit copy of intern feedback e-mail. Participate in “Counseling Skills Interactive Workshop” conducted by an RD.	CRDN 2.4		
9) Complete a coding & billing case study with a private practice RD.	CRDN 4.11		
10) Complete Blood-Borne Pathogen training.			

**NTR 693 Fall Semester-Supervised Preparation for Clinical Practicum**

<b>Learning Activities</b>	<b>Core Competencies</b>	<b>Date Completed</b>	<b>Assignment Checked (initials)</b>
1) Create, conduct and/or participate in an intern team presentation (including interactive case studies) on the following topics: <ul style="list-style-type: none"> <li>• Cardiology</li> <li>• GI/Surgery</li> <li>• Liver/Gallbladder Disease</li> <li>• Neurology/Rehabilitation</li> <li>• Pulmonary</li> <li>• Renal Disease</li> <li>• Neonatal Nutrition</li> <li>• Pediatric Nutrition</li> </ul>	CRDN 1.2 CRDN 1.4 CRDN 2.5		
2) Abstract and/or review EAL and/or current research articles related to case study topics.	CRDN 1.2 CRDN 1.4		
3) Complete in-class case studies and/or role-play and/or simulation using the Nutrition Care Process on the following topics: <ul style="list-style-type: none"> <li>• Enteral</li> <li>• Parenteral</li> <li>• Pediatrics</li> <li>• Renal</li> <li>• Diabetes</li> <li>• Nutrition Focused Physical Assessment</li> </ul>	CRDN 3.1		

<ul style="list-style-type: none"> <li>• Neonatal Nutrition</li> <li>• Pediatric Nutrition</li> </ul>			
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**NTR 606 A Spring Semester – Foodservice Management Rotation**

<b>Learning Activities</b>	<b>Core Competencies</b>	<b>Date Completed</b>	<b>Assignment Checked (initials)</b>
1) Review Quality/Performance Improvement program in nutrition/food service department. <b>Write up findings.</b>	CRDN 1.1 CRDN 1.3 CRDN 4.4 CRDN 4.6		
2) Participate in administrative audits for evaluation of QI/PI by conducting one of the following projects. Summarize findings in <b>writing</b> (i.e., plate waste study, chart review, inventory control, tray accuracy, late tray study): <ul style="list-style-type: none"> <li>• Plate waste study of a specific food item</li> <li>• Inventory audit</li> <li>• Tray accuracy report</li> <li>• Ongoing facility QI/PI project</li> </ul>	CRDN 1.1 CRDN 1.3 CRDN 4.6		
3) Conduct a patient survey of food service. Measure patient perception of quality of food, temperatures at delivery and tray accuracy. <b>Write</b> a report summarizing your findings.	CRDN 1.1 CRDN 1.3 CRDN 4.4 CRDN 4.6		
4) Conduct a mini research project for a minimum of 3 days. Evaluate a representative sample of the setting or one inpatient unit for: <ul style="list-style-type: none"> <li>• Time required to deliver trays</li> <li>• Temperatures of all hot items and dairy pre-and post-service</li> <li>• Compare to standards. Include patient satisfaction/food safety ramifications. Document reasons why trays were delayed (if this occurs) and suggestions for improving meal service procedures <b>(Written Report)</b></li> <li>• Present results at a departmental meeting or to</li> </ul>	CRDN 1.3 CRDN 1.5 CRDN 2.2 CRDN 4.2 CRDN 4.4 CRDN 4.6		

department head.			
5) Attend at least two (2) Department Head or other multi-disciplinary committee meetings as scheduled.	CRDN 2.8 CRDN 2.11		
6) Actively participate in the preparation of orders for weekly supplies.	CRDN 3.5		
7) Observe and participate in record keeping for the maintenance of inventory control. Participate in inventory processes. Complete <i>Inventory Worksheet (Written Report)</i>	CRDN 3.5 CRDN 4.5		
8) Check food deliveries and observe storage procedures. Submit written report and list of recommendations using the guidelines for purchasing, receiving and storage to maintain budgetary controls.	CRDN 3.5 CRDN 4.2 CRDN 4.5 CRDN 4.7		
9) Promotional menu item project: <ul style="list-style-type: none"> <li>• Submit business plan for project in <b>writing</b> (concept, target audience, recipes, cost and marketing ideas)</li> <li>• Procure/purchase necessary ingredients</li> <li>• Prepare food production sheets</li> <li>• Prepare and standardize at least 2 recipes (of which 1 must be originally developed or modified by intern)</li> <li>• Merchandize, cost out and create a marketing strategy for the recipes</li> </ul>	CRDN 2.13 CRDN 3.2 CRDN 3.3 CRDN 3.5 CRDN 3.6 CRDN 4.10		
10) Complete 1 yield study in the salad unit or 1 in the cooking unit. Include as purchased (AP) weight and cost, prepared weight, portion number and cost per edible portion (EP) <b>Written Report</b>	CRDN 3.5 CRDN 4.6 CRDN 4.7		
11) Review budget with Food Service Director or other professional responsible for fiscal control of department. Consider guidelines for cost control and management.	CRDN 4.9		
12) Collect and enter financial data for a	CRDN 3.5		

selected portion of the monthly budget, if allowed.	CRDN 4.5 CRDN 4.6 CRDN 4.9		
13) Study food service employee and/or RD job descriptions. Update 1 current job description or prepare 1 new job description. <b>(Written)</b>	CRDN 4.1		
14) Study the policy and procedure manual. Update 1 current policy or create 1 new policy. <b>(Written)</b>	CRDN 2.2		
15) Complete/review work schedules for 2 employees.	CRDN 4.1		
16) Complete (if possible) a follow-up performance review on 2 new (potentially new) personnel in the department. Submit documentation – can use site’s documentation.	CRDN 4.1		
17) Participate in recruiting, interviewing, hiring and disciplinary actions as opportunities present.	CRDN 2.8 CRDN 4.1		
18) Design and conduct two (2) inservices for food service workers (on 2 different topics). Prepare at least 3 behavioral objectives for measurement. Create an outline for the inservices and find/develop an appropriate evaluation tool. Topic(s) must be approved by site preceptor. <b>(Written)</b>	CRDN 2.3 CRDN 3.2		
19) Monitor a sub-unit of the department during peak work hours for efficiency. <b>Write</b> a summary of findings and recommendations for maximizing efficiency. Include floor plan (sketch or photocopy) and staffing FTEs (i.e, dish room, bakery, cafeteria serving area).	CRDN 1.3 CRDN 2.8 CRDN 3.5 CRDN 4.1 CRDN 4.6 CRDN 4.8		
20) Prepare a time study on the completion of any task and provide written recommendations for work simplification. Task requires site preceptor approval.	CRDN 1.3 CRDN 2.8 CRDN 3.5 CRDN 4.2 CRDN 4.4 CRDN 4.6 CRDN 4.8		
21) Develop a one-day menu using guidelines and recommendations for	CRDN 3.3 CRDN 3.6		

menu planning. Use the standard format for the institution. Write therapeutic diet menus for selected diseases: Renal, Dysphagia, Heart Healthy, Gluten Free			
22) Evaluate the current inpatient menu (1 diet type) or cafeteria menu (main entrees and sides) for 1 week using the following guidelines: <ul style="list-style-type: none"> <li>• USDA MyPlate</li> <li>• Contrast of color, texture, flavor, consistency, shape/form, preparation and temperature</li> <li>• Frequency of repetition of foods, colors, textures and flavors</li> <li>• Attractiveness of garnishes and accompaniments</li> <li>• Ease of service and delivery to customer</li> </ul>	CRDN 3.3 CRDN 3.6 CRDN 4.4		
23) Conduct a sensory evaluation of food items with a taste panel from the following categories (include taste, temp, appearance, smell, etc.): <ul style="list-style-type: none"> <li>• Vegetable dish</li> <li>• Sauce, gravy or soup</li> <li>• Roast meat</li> <li>• Casserole or mixed dish</li> <li>• Dessert or baked good</li> </ul>	CRDN 3.6 CRDN 4.4		
24) Develop a sanitation checklist or use the standard form of the institution and conduct an inspection of the kitchen and food storage areas. Include review of temperature log information. Provide a copy along with a <b>write-up</b> of findings and action plan for improvement.	CRDN 2.10 CRDN 2.11 CRDN 2.13 CRDN 3.5 CRDN 4.2		
25) Propose procedures as appropriate to the practice setting to reduce waste and protect the environment. <b>Written report</b>	CRDN 4.7		
<b>NTR 606 B Spring Semester – Clinical Rotation</b>			

Learning Activities	Core Competencies	Date Completed	Assignment Checked (initials)
1) Tour the following: <ul style="list-style-type: none"> <li>• Medical records</li> <li>• Laboratories</li> <li>• Radiology</li> <li>• Other clinical services</li> </ul>	CRDN 2.10 To be completed in preparation for clinical practicum		
2) Review the following: <ul style="list-style-type: none"> <li>• RD-approved patient menus (non-select and select)</li> <li>• Meal patterns for patients</li> <li>• Approved diet types</li> <li>• Meal procedures (ordering/food selection, food delivery, meal service times, etc...)</li> <li>• Procedure for isolation precautions</li> <li>• Procedure for patients with food allergies</li> <li>• Patient visitation</li> </ul>	To be completed in preparation for clinical practicum		
3) Locate and identify patient information from the medical record: <ul style="list-style-type: none"> <li>• Nutrition screen</li> <li>• History and physical</li> <li>• Diet order</li> <li>• Information from patient interview</li> <li>• Progress notes</li> <li>• Nutrition care notes</li> <li>• Patient's demonstration of understanding and expected compliance</li> </ul>	To be completed in preparation for clinical practicum		
4) Review institution-approved abbreviations. Locate reference of laboratory values and ranges. Review food/drug interaction policy.	To be completed in preparation for clinical practicum		
5) Complete additional modules/assignments as specified by clinical site.	To be completed in preparation for clinical		

	practicum		
6) Provide direct patient care during each rotation under preceptor supervision.	CRDN 2.7 CRDN 2.10 CRDN 3.1		
7) Review hospital's enteral formulary. <b>Write</b> a summary of procedures for ordering and managing nutrition support including any specific procedures for transitioning from parenteral to enteral nutrition.	CRDN 2.10		
8) Present a patient case study to the site's nutrition professionals. Details regarding case study requirements are located in the DI Handbook. UNCG Faculty Preceptor must attend.	CRDN 2.3 CRDN 3.1		
9) Attend departmental meetings. <b>Write</b> a summary of one meeting.	CRDN 2.5		
10) Attend and participate in health care team rounds and patient team conferences to understand holistic view of patient/client. Be prepared to discuss the nutritional status/care of your patient(s).	CRDN 2.7 CRDN 2.10		
11) Attend grand rounds if possible.	CRDN 2.7		
12) Demonstrate entry-level competence by seeing at least 8 patients of mixed acuity per day by the end of the clinical rotation.	CRDN 2.6 CRDN 3.1		
13) Work as a relief dietitian for at least one week.	CRDN 2.6 CRDN 3.1		
14) Observe at least 1 type of swallow evaluation, i.e., FEES, MBS.	CRDN 2.7		
15) Observe at least 1 of the following procedures: <ul style="list-style-type: none"> <li>• Bolus tube feeding via PEG</li> <li>• Feeding tube placement</li> <li>• Cardiac catheterization</li> <li>• Pharmacy prep of TNA/TPN</li> <li>• Colonoscopy</li> <li>• Prep and delivery of infant formula</li> <li>• Metabolic cart measurement or RMR measurement</li> <li>• DEXA or other bone density measurement</li> </ul>	CRDN 2.7		



<ul style="list-style-type: none"> <li>• Bariatric surgery</li> <li>• Wound care/debridement</li> <li>• Nutrition care of long-term ventilator-dependent patient</li> </ul>			
<p>16) Perform a supervised diet instruction on the following diets:</p> <ul style="list-style-type: none"> <li>• Diabetic</li> <li>• Renal</li> <li>• Cardiac</li> </ul> <p>Preceptor to complete diet instruction evaluation form in DI Handbook.</p>	<p>CRDN 2.4 CRDN 2.7</p>		

<b>NTR 606C Spring Semester Clinical &amp;/or Community Rotation</b>
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<b>Learning Activities</b>	<b>Core Competencies</b>	<b>Date Completed</b>	<b>Assignment Checked (initials)</b>
1) Work in an outpatient clinic that provides client/patient education on any of the modules/disease states being studied. Observe classes and individual diet instruction as possible. Document in journal.	CRDN 2.4		
2) Attend a health education fair or work at an “ask the RD” table. Volunteer to work at a nutrition table in a public venue (with supervision and permission from site supervisor) to provide attendees general advice on CVD, HTN, DM, obesity, osteoporosis or other nutrition-related topic.	CRDN 3.2 CRDN 3.3 CRDN 3.4		
3) Prepare and present a nutrition lecture on a specific disease state for a general public audience. Submit <b>written</b> outline and objectives.	CRDN 3.3 CRDN 3.4		
4) Participate at a screening clinic for osteoporosis, HTN, DM, cholesterol or other nutrition-related screening.	CRDN 3.3 CRDN 3.4		
5) Design and conduct one inservice for professional staff on topic of choice as approved by site director. Prepare at least 3 behavioral objectives, an outline and evaluation form ( <b>written</b> )	CRDN 3.2		
6) Develop or update patient education	CRDN 3.2		

materials.			
7) Obtain several prepared educational pieces from facility and evaluate them based on the principles for appropriate educational tools for a lay public audience. <b>Write</b> a critique of the pieces and make suggestions for improvement or justify why no improvement is necessary.	CRDN 3.2		
8) Write or blog an article or entry for a newspaper, newsletter or electronic forum on assigned topic or participate in radio or televised interview.	CRDN 3.2		
9) Prepare a web page for intranet use by your facility on a disease topic from your modules or develop a list of appropriate websites for patients with each of the following diagnoses: <ul style="list-style-type: none"> <li>• Diabetes</li> <li>• Heart disease</li> <li>• Kidney disease</li> <li>• HTN</li> </ul> <b>(Written)</b>	CRDN 3.2		
10) Create or update a resource or referral list of community nutrition and physical activity providers for the RDs at your facility to use for their clients/patients. Include services provided and cost. <b>(Written)</b>	CRDN 3.2		

<b>NTR 606 C Spring Semester – Community Rotation</b>
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<b>Learning Activities</b>	<b>Core Competencies</b>	<b>Date Completed</b>	<b>Assignment Checked (initials)</b>
1) Develop and conduct a nutrition education program (health promotion, disease prevention) for a group of non-professionals.	CRDN 3.3 CRDN 3.4		
2) Participate in at least 2-3 community-related nutrition activities in which the site is involved. Requires preceptor approval. <b>Write</b> a brief description of each activity. Examples: <ul style="list-style-type: none"> <li>• Nutrition for the elderly/Meals</li> </ul>	CRDN 3.3 CRDN 3.4		

<ul style="list-style-type: none"> <li>on Wheels</li> <li>• Hunger event</li> <li>• Resident council in a long-term care setting</li> <li>• Support group meeting for a chronic disease</li> <li>• Bariatric surgery seminar</li> <li>• Hospice</li> <li>• Urgent care center/community health care clinic</li> <li>• Nutrition-related home care visit</li> <li>• Grocery store tour</li> <li>• Menu modifications or education session at local restaurant</li> <li>• Agricultural extension service</li> <li>• Special olympics</li> </ul>			
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<b>Continuous Activities</b>
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<b>Learning Activities</b>	<b>Core Competencies</b>	<b>Date Completed</b>	<b>Reviewed By (initials)</b>
1) Evaluate progress after every 4 weeks of the professional experience. Include areas of strength and weakness. Set goals for professional development for the next 4 weeks. Evaluate progress from the previous 4-week period.	CRDN 2.12		
2) Keep a reflective journal during the professional experience. Record entries on Canvas under Discussion Board according to schedule.	CRDN 2.12		
3) Complete an Exit Report. Exit report must be completed for review before Exit Meeting between the intern and DI Director. Participate in Focus Group.	CRDN 2.12		
4) Demonstrate active participation, team work and contributions in group settings.	CRDN 2.5		
5) Demonstrate professional attributes within various organizational cultures.	CRDN 2.11		

6) Negotiate with DI Director/Site Director(s)/Preceptors for scheduling/arranging appropriate opportunities to complete Learning Activities.	CRDN 2.13		
7) Attend district dietetic association meetings for networking and education topics.	CRDN 2.9		
8) Investigate websites, computer programs, palm technologies and smart phone apps utilized by RDs.	CRDN 4.5		

**Names of Preceptors**

**Initials**