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Each student must complete the program's minimum required supervised practice hours. If illness, injury, or medical leave prevents completion of the required supervised practice hours by the time the internship concludes, the student is responsible for making up the time in a timely manner, with consideration given to the student, the program resources, faculty, and preceptors. (ACEND Required Element 8.2.c, k)

**Evaluation of progress in DIE 6942 (full-time internship course).** Criteria for evaluation are included in each rotation narrative. Students receive written formative and summative evaluations (i.e., mid-point and final evaluations for all full-time internship rotations) from the site preceptor, as well as informal feedback throughout the internship. The evaluations received at the end of each rotation is used to assign the grade for each semester of registration (i.e., spring) in the internship.

## GRADUATION REQUIREMENTS AND VERIFICATION STATEMENT

The UF Graduate Catalog and FSHN Department Graduate Student Handbook identify requirements for the MS non-thesis degree. In addition to meeting the university and departmental requirements for the graduate degree, students must complete the required number of supervised practice hours, demonstrate satisfactory performance and competency in each of their rotations as defined by benchmarks, and pass the mock RDN exam. The maximum amount of time allowed for completion of all MS-DI program requirements is one year beyond the originally scheduled completion date. Students also are required to complete an exit interview, an evaluation of the internship, and return any building keys and borrowed materials.

Each student is responsible for contacting the Academic Programs Office (2014 MCC) to verify that all graduation requirements have been met. Grades of I (incomplete) must be removed. Also, students are responsible for filing all paperwork related to graduation with the appropriate administrative offices by the scheduled dates. Refer to the UF calendar.

**When all degree and graduation requirements are met, the Program Director will verify program completion, submit the required information to the Commission on Dietetic Registration (CDR) via an online process, and provide students with an electronic copy of the Verification Statement.**

As soon as CDR approves the class eligibility submission, the CDR exam manager will electronically notify Pearson VUE, CDR's testing agency, of each student's examination eligibility. The candidate will receive an eligibility confirmation email, followed by a registration email from Pearson VUE. The application form must be completed online and submitted with the examination fee to Pearson VUE. Pearson VUE will follow up by sending an examination confirmation by email to the candidate. Upon receipt of the Confirmation Email, the candidate may schedule a testing appointment online. An updated list of Pearson VUE test center locations is maintained on the [Pearson VUE website](#). If you experience difficulty during scheduling, you should contact Pearson VUE's Candidate Service Center at 1-888-874-7651. (ACEND Required Element 8.2.m - n)

## SUMMARY AND CONCLUSION

As a student of the MS-DI Program, you are an ambassador of the University of Florida. As such, your interactions with host institutions and organizations have a direct impact on the availability of future internship opportunities. When interacting with clients and patients you will represent the respective affiliated organization. Therefore, always act in a responsible and professional manner.

## DEFINITIONS AND TERMS USED

**Academy:** Academy of Nutrition and Dietetics (AND)

**ACEND:** Accreditation Council for Education in Nutrition and Dietetics

**CDR:** Commission on Dietetic Registration

**Master of Science - Dietetic Internship Program (MS-DI):** describes the specific type of dietetic internship program offered by the University of Florida's FSHN Department.

**CRDN (Core Competencies for the Registered Dietitian Nutritionist):** competencies required for entry-level practice, to contribute to the profession of dietetics, to develop problem-solving skills, and to create new areas of practice for registered dietitians.

**DI:** Dietetic Internship

**DPD:** Didactic Program in Dietetics

**FSHN:** Food Science and Human Nutrition department.

**HIPAA (Health Insurance Portability and Accountability Act):** a rule that sets national standards for the protection of health information. It applies to health plans, health care clearinghouses, and health care providers (i.e. covered entities). Failure to comply can result in civil or criminal penalties.

**Program Affiliates:** clinics, hospitals, centers, businesses, organizations, etc. that as mutually agreed upon by contract, provide learning experiences for students in the internship.

**Program Director:** the ACEND title used to identify the person at each institution responsible for program management. The Program Director must hold the credential of "Registered Dietitian/Registered Dietitian Nutritionist" (RD/RDN) through the Commission on Dietetic Registration (CDR) and possess the minimum of a Master of Science Degree.

**Registered Dietitian/Registered Dietitian Nutritionist (RD/RDN):** an individual who has passed the National Examination for Registered Dietitians administered by CDR.

**Registration-eligible:** formal status conferred by CDR that indicates that an individual has successfully completed the didactic and supervised practice requirements set forth by Standards 2022 via a coordinated undergraduate program or DPD and internship. This person is eligible to take the Examination for Registered Dietitians. (**NOTE:** RDE (Registered Dietitian Eligible) is **not** an authorized credential and should **never** be used to designate your status as being eligible to take the Registration Examination for Dietitians.)

**Self-Study:** a program description and self-evaluation that shows compliance with the ACEND Standards 2022.

**Site Preceptors:** qualified individuals in institutions affiliated with the MS-DI Program who serve as preceptors and supervisors of student learning experiences as specified in the rotation narratives. They do not have formal appointments in the FSHN Department.

**2022 Standards:** the most current accreditation standards issued by ACEND.

## REFERENCES

1. Accreditation Council for Education in Nutrition and Dietetics. *ACEND Accreditation Standards for Nutrition and Dietetics Internship Programs*. Chicago, IL: Academy of Nutrition and Dietetics, 2022.
2. The Academy of Nutrition and Dietetics. <http://www.eatright.org>. Accessed 05/05/17.
3. *FSHN Department 2021-2022 Graduate Student Handbook*.
4. *2021-2022 Handbook for Graduate Students*. <http://graduateschool.ufl.edu/media/graduate-school/pdf-files/handbook.pdf>. Accessed 06/20/22.
5. *Graduate Catalog Academic Year 2022-2023*.
6. University of Florida Policy Hub. <https://uf.force.com/PolicyHub/s/article/Social-Media>. Accessed 06/20/22.

**APPENDIX I****2022 Core Competencies for the RD/RDN\***

Upon completion of the program, graduates are able to:

| <b>Domain 1. Scientific and Evidence Base of Practice: Integration of scientific information and translation of research into practice.</b>                   |  |
|---|--|
| <b>CRDN 1.1</b>   | Select indicators of program quality and/or customer service and measure achievement of objectives.  |
| <b>CRDN 1.2</b>   | Evaluate research and apply evidence-based guidelines, systematic reviews and scientific literature in nutrition and dietetics practice.   |
| <b>CRDN 1.3</b>   | Justify programs, products, services and care using appropriate evidence or data.  |
| <b>CRDN 1.4</b>   | Conduct projects using appropriate research or quality improvement methods, ethical procedures and data analysis utilizing current and/or new technologies.  |
| <b>CRDN 1.5</b>   | Incorporate critical-thinking skills in overall practice.  |
| <b>Domain 2. Professional Practice Expectations: Beliefs, values, attitudes and behaviors for the nutrition and dietetics practitioner level of practice.</b> |  |
| <b>CRDN 2.1</b>   | Practice in compliance with current federal regulations and state statutes and rules, as applicable, and in accordance with accreditation standards and the Scope of Practice for the Registered Dietitian Nutritionist, Standards of Practice, Standards of Professional Performance, and Code of Ethics for the Profession of Nutrition and Dietetics. |
| <b>CRDN 2.2</b>   | Demonstrate professional writing skills in preparing professional communications.  |
| <b>CRDN 2.3</b>   | Demonstrate active participation, teamwork and contributions in group settings.  |
| <b>CRDN 2.4</b>   | Function as a member of interprofessional teams.   |
| <b>CRDN 2.5</b>   | Work collaboratively with NDTRs and/or support personnel in other disciplines.   |
| <b>CRDN 2.6</b>   | Refer clients and patients to other professionals and services when needs are beyond individual scope of practice.   |
| <b>CRDN 2.7</b>   | Apply change management strategies to achieve desired outcomes.  |
| <b>CRDN 2.8</b>   | Demonstrate negotiation skills.  |
| <b>CRDN 2.9</b>   | Actively contribute to nutrition and dietetics professional and community organizations.   |
| <b>CRDN 2.10</b>  | Demonstrate professional attributes in all areas of practice.  |
| <b>CRDN 2.11</b>  | Show cultural humility in interactions with colleagues, staff, clients, patients and the public.   |
| <b>CRDN 2.12</b>  | Implement culturally sensitive strategies to address cultural biases and differences.  |
| <b>CRDN 2.13</b>  | Advocate for local, state or national legislative and regulatory issues or policies impacting the nutrition and dietetics profession.  |

| <b>Domain 3. Clinical and Client Services: Development and delivery of information, products and services to individuals, groups and populations</b>                                    |   |
|---|---|
| <b>CRDN 3.1</b>   | Perform Medical Nutrition Therapy by utilizing the Nutrition Care Process including use of standardized nutrition terminology as part of the clinical workflow elements for individuals, groups and populations of differing ages and health status, in a variety of settings.  |
| <b>CRDN 3.2</b>   | Conduct nutrition focused physical exams.   |
| <b>CRDN 3.3</b>   | Perform routine health screening assessments including measuring blood pressure, conducting waived point-of-care laboratory testing (such as blood glucose or cholesterol), recommending and/or initiating nutrition-related pharmacotherapy plans (such as modifications to bowel regimens, carbohydrate to insulin ratio, B12 or iron supplementation). |
| <b>CRDN 3.4</b>   | Provide instruction to clients/patients for self-monitoring blood glucose considering diabetes medication and medical nutrition therapy plan.   |
| <b>CRDN 3.5</b>   | Explain the steps involved and observe the placement of nasogastric or nasoenteric feeding tubes; if available, assist in the process of placing nasogastric or nasoenteric feeding tubes.  |
| <b>CRDN 3.6</b>   | Conduct a swallow screen and refer to the appropriate health care professional for full swallow evaluation when needed.   |
| <b>CRDN 3.7</b>   | Demonstrate effective communication and documentation skills for clinical and client services in a variety of formats and settings, which include telehealth and other information technologies and digital media.  |
| <b>CRDN 3.8</b>   | Design, implement and evaluate presentations to a target audience.  |
| <b>CRDN 3.9</b>   | Develop nutrition education materials that are culturally and age appropriate and designed for the literacy level of the audience.  |
| <b>CRDN 3.10</b>  | Use effective education and counseling skills to facilitate behavior change.  |
| <b>CRDN 3.11</b>  | Develop and deliver products, programs or services that promote consumer health, wellness and lifestyle management.   |
| <b>CRDN 3.12</b>  | Deliver respectful, science-based answers to client/patient questions concerning emerging trends.   |
| <b>CRDN 3.13</b>  | Coordinate procurement, production, distribution and service of goods and services, demonstrating and promoting responsible use of resources.   |
| <b>CRDN 3.14</b>  | 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.   |
| <b>Domain 4. Practice Management and Use of Resources: Strategic application of principles of management and systems in the provision of services to individuals and organizations.</b> |   |
| <b>CRDN 4.1</b>   | Participate in management of human resources (such as training and scheduling).   |
| <b>CRDN 4.2</b>   | Perform management functions related to safety, security and sanitation that affect employees, clients, patients, facilities and food.  |

|   |  |
|---|--|
| CRDN 4.3  | Conduct clinical and client service quality management activities (such as quality improvement or quality assurance projects).   |
| CRDN 4.4  | Apply current information technologies to develop, manage and disseminate nutrition information and data.  |
| CRDN 4.5  | Analyze quality, financial and productivity data for use in planning.  |
| 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.   |
| CRDN 4.8  | Develop a plan to provide or develop a product, program or service that includes a budget, staffing needs, equipment and supplies.   |
| CRDN 4.9  | Engage in the process for coding and billing of nutrition and dietetics services to obtain reimbursement from public or private payers, fee-for-service and value-based payment systems. |
| CRDN 4.10   | Analyze risk in nutrition and dietetics practice (such as risks to achieving set goals and objectives, risk management plan, or risk due to clinical liability or foodborne illness).    |
| <b>Domain 5. Leadership and Career Management: Skills, strengths, knowledge and experience relevant to leadership potential and professional growth for the nutrition and dietetics practitioner.</b> |  |
| CRDN 5.1  | Perform self-assessment that includes awareness in terms of learning and leadership styles and cultural orientation and develop goals for self-improvement.                              |
| CRDN 5.2  | Identify and articulate one's skills, strengths, knowledge and experiences relevant to the position desired and career goals.  |
| CRDN 5.3  | Prepare a plan for professional development according to Commission on Dietetic Registration Guidelines.   |
| CRDN 5.4  | Advocate for opportunities in professional settings (such as asking for additional responsibility, practicing negotiating a salary or wage or asking for a promotion).                   |
| CRDN 5.5  | Demonstrate the ability to resolve conflict.   |
| CRDN 5.6  | Promote team involvement and recognize the skills of each member.  |
| CRDN 5.7  | Mentor others.   |
| CRDN 5.8  | Identify and articulate the value of precepting.   |

\*Accreditation Council for Education in Nutrition and Dietetics. ACEND Accreditation Standards for Nutrition and Dietetic Internship Programs. Chicago, IL: The Academy of Nutrition and Dietetics. (Final version adopted 2022)

## Appendix II

### Policy and Contract Agreements

Students will acknowledge their receipt, reading, and agreement of each of the below policies and contracts, prior to entering the program, by following this link:

[https://ufl.qualtrics.com/jfe/form/SV\\_0oiEftQ9vD1gNee](https://ufl.qualtrics.com/jfe/form/SV_0oiEftQ9vD1gNee)

1. UF Social Media Policy
2. UF MS-DI Contractual Agreement
3. UF MS-DI Waiver of Liability and Hold Harmless Agreement
4. UF MS-DI Statement of Personal Responsibility
5. UF Privacy Policy with the UF Privacy of Health Information Policy and Confidentiality Statement
6. UF Photograph/Recording Agreement

**The signed documents will be kept in the student's permanent file.**