

## **Dietetic Internship I**

DIE 6942

**Class Periods:** Monday – Friday; 8-4:30pm

**Location:** Dependent upon internship location

**Academic Term:** Spring 2025

**Credits:** 9

### ***Instructor:***

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### ***Course Description***

Internship in dietetics in affiliated institutions offering core rotations in community nutrition, food systems management, and clinical dietetics. Emphasizes applying theory to practice.

### ***Course Pre-Requisites / Co-Requisites***

DIE 6242

### ***Course Objectives***

Upon completion of this course, students will:

1. Utilize the tenets of the Nutrition Care Process and the Academy's code of ethics when interacting with preceptors and clients
2. Demonstrate effective counseling skills for diverse individuals and groups in clinical settings
3. Develop, implement, and evaluate an educational session or program/educational strategy for a target population
4. Demonstrate an understanding of cultural competence/sensitivity

### ***Materials and Supply Fees***

Students assigned to UF Health Shands Hospital for Food Systems Management rotation must purchase and wear a pair of approved safety shoes. (Instructor will provide purchasing details.)

Note: Regardless of the site to which you are assigned, all students need to wear non-slip shoes during their Food Systems Management rotation; however, only UF Health Shands Hospital requires approved safety shoes.)

### ***Required Textbooks and Software***

There is NO official textbook for this course, but required readings are posted in the Canvas site that you MUST read prior to each internship rotation.

### ***Recommended Materials***

Edelstein, S. Managing Food and Nutrition Services for the Culinary, Hospitality, and Nutrition Professions. 2008.

### ***Course Schedule***

Weeks	Rotation	Location	Contact Hours
1 - 4	Food Systems Management	Clinical facility	152
5-8	General Clinical	Clinical facility	160
9-12	Critical Care	Clinical facility	160
13-15	Staffing Rotation	Clinical facility	120

### ***Attendance Policy, Class Expectations, and Make-Up Policy***

Per University Policy, attendance is expected all days of the internship. When an absence does occur, the student is responsible for the material covered during the absence. The student must notify the instructor in advance of an anticipated absence. Dr. Andrade will grant make-up privileges (when possible) to students for properly verified absences due to illness, emergency, or participation in an official University activity. Excused absences must be consistent with university policies in the Catalog (<https://catalog.ufl.edu/UGRD/academic-regulations/attendance-policies/>) and require appropriate documentation.

### ***The week before a new rotation begins:***

- Call the preceptor to schedule the time and place to meet on the first day. Discuss parking, meal options, computer access, dress code and personal cell phone/lap top computer/smart phone use. Address site preceptors as Ms., Mrs., Mr., or Dr. (as appropriate) when initiating contact. Ask them if that is how they would like for you to address them.
- Review the rotation narrative. (For all rotations, be sure to complete the activities listed on "Introduction to Your X Rotation Worksheet/Checklist" BEFORE the first day of your rotation.)
- Read/review rotation related references.

### ***During the rotation:***

- Dress professionally and remember your nametag, lab coat (when appropriate for the site), and your professional attitude. Wearing scrubs may be allowed in selected sites. Verify the dress code with your preceptor.
- Remember you must maintain patient/client confidentiality and comply with HIPAA.
- Check e-mail daily as you will receive important messages from the faculty and the university.
- Request permission before using site equipment such as copy machine, computer, fax machine, etc.
- If the site has authorized you to purchase materials, supplies, equipment, or any other items for which you will be reimbursed, be certain that you know and follow all purchasing guidelines, submit the appropriate paperwork and receipts, and do not exceed the budget allotted.
- Complete all patient assignments without using the patient's actual name or initials. You may use the abbreviation "Pt", or if you prefer, you may use fictitious initials, in which case you must include a statement indicating that the initials are fictitious.
- Learn, learn, learn, and enjoy the experience to the fullest! You've worked very hard to get here and many people are working on your behalf!
- Remember you represent the profession and the program and your performance will affect future students, as well as the opinions that others form about you.

***After the rotation:***

- Write a handwritten thank you note to your preceptor(s).
- Be sure all commitments have been met.
- Submit all assignments and evaluations by the Monday following completion of the rotation.

***Tips for completing internship comprehensive reports:***

- Assignments that require a “comprehensive report” are characterized by the criteria listed below (as appropriate for the particular assignment):
- Use journal articles, reference books, facility reports, websites, and/or additional resources to explore the topic. Document references used.
- A historical or long-term view of the topic may be required to satisfactorily complete the objective. Example: Review a program or regulations from its inception or a specified date to the present time and make projections about the future.
- A holistic or global view of a topic may be required to satisfactorily complete the objective. Example: Review green friendly websites related to hospitals, restaurant/kitchens, and building/construction for general topic knowledge.
- Draw from other learning experiences, courses, volunteer, and work experiences to complete the report. Example: Participate in providing services to high risk clients and make note of the differences in nutritional assessment when the client meets high risk guidelines.
- Include all components discussed in the narrative description of the Planned Learning Experiences.
- Express and identify your comments/opinions, when requested.
- Up to several pages in length (typed).
- Thorough and complete; not necessarily bigger and longer.

***Assignment due dates:***

The intern is expected to complete all objectives and to submit all of the assignments listed under the evaluation column of the rotation narrative no later than the Monday following completion of the rotation. Assignments that are mailed to the faculty liaison must be post marked on or by Monday. Selected assignments have due dates identified during the rotation, often at the midpoint. Failure to submit assignments in a timely manner may delay progression to the next rotation.

Assignments can be turned in as they are completed during the rotation. This will allow the faculty member to review them and return for corrections or additions at the earliest possible date. Additionally, some assignments require preceptor review before submission to the faculty member. Check with the faculty liaison to discern whether they prefer early submissions or the entire packet of assignments at the end of the rotation.

Unless stated otherwise, all assignments must be typed. Assignments with numerous math calculations and certain other assignments, as noted within the rotation narrative, may be handwritten. Handwriting is expected to be legible.

Assignments are expected to be completed individually by each intern unless specified as a group assignment. Assignments are to be completed during non-internship hours as homework, unless resources at the site are required to complete the assignment. Activities completed by the intern that are not part of the preceptor’s responsibility are not considered supervised practice. For example, writing a paper, writing a case study, homework, background reading, completing a study guide, etc. are not counted as supervised practice time.

### ***Evaluation of Grades***

<b>Assignment</b>	<b>Total Points</b>	<b>Percentage of Final Grade</b>
Quizzes (3 x 10 points each)	30	3%
In-service materials (3 x 50 points each)	150	15%
Green project	50	5%
Menus (2 x 50 points each)	100	10%
Flow charts (2 x 25 points each)	50	5%
Safety & Sanitation Procedures and inspections	20	2%
Themed meal materials	50	5%
Budget/Staffing worksheets (2 x 25 points each)	50	5%
Case study materials (4 x 25 points each)	100	10%
Counseling skills checklists (4 x 25 points each)	100	10%
Physical exam sheets (4 x 25 points each)	100	10%
Patient roster	50	5%
Enteral and Parenteral worksheets (4 x 25 points each)	100	10%
Medication worksheets (2 x 25 points each)	50	5%
	<b>1000</b>	<b>100%</b>

### ***Grading Policy***

S or U. Students, who receive a total score of 800 (80%) or higher from all assignments, will receive a letter grade of S in the course. For information on current UF policies for assigning grade points, see <https://catalog.ufl.edu/UGRD/academic-regulations/grades-grading-policies/>.

### **Attendance and Make-Up Work**

Requirements for class attendance and make-up exams, assignments and other work are consistent with university policies that can be found at: <https://catalog.ufl.edu/UGRD/academic-regulations/attendance-policies/>.

**Accommodations for Students with Disabilities** such as: Students with disabilities who experience learning barriers and would like to request academic accommodations should connect with the Disability Resource Center. See the "[Get Started With the DRC](#)" webpage on the Disability Resource Center site. It is important for students to share their accommodation letter with their instructor and discuss their access needs, as early as possible in the semester.

### **Online Course Evaluation Process**

Student assessment of instruction is an important part of efforts to improve teaching and learning. At the end of the semester, students are expected to provide feedback on the quality of instruction in this course using a standard set of university and college criteria. Students are expected to provide professional and respectful feedback on the quality of instruction in this course by completing course evaluations online via GatorEvals. Guidance on how to give feedback in a professional and respectful manner is available at: <https://gatorevals.aa.ufl.edu/students/>. Students will be notified when the evaluation period opens and can complete evaluations through the email they receive from GatorEvals, in their Canvas course menu under GatorEvals, or via <https://ufl.bluera.com/ufl/>. Summaries of course evaluation results are available to students at: <https://gatorevals.aa.ufl.edu/public-results/>.

## **Academic Honesty**

UF students are bound by The Honor Pledge which states "We, the members of the University of Florida community, pledge to hold ourselves and our peers to the highest standards of honor and integrity by abiding by the Honor Code. On all work submitted for credit by students at the University of Florida, the following pledge is either required or implied: "On my honor, I have neither given nor received unauthorized aid in doing this assignment." The Conduct Code specifies a number of behaviors that are in violation of this code and the possible sanctions. See the [UF Conduct Code website for more information](#). If you have any questions or concerns, please consult with the instructor or TAs in this class. It is assumed that you will complete all work independently in each course unless the instructor provides explicit permission for you to collaborate on course tasks (e.g. assignments, papers, quizzes, exams). It is your individual responsibility to know and comply with all university policies and procedures regarding academic integrity and the Student Honor Code. Violations of the Honor Code at the University of Florida will not be tolerated. Violations will be reported to the Dean of Students Office for consideration of disciplinary action. For more information regarding the Student Honor Code, please see: (New Link: <https://policy.ufl.edu/regulation/4-040/>)

## **Software Use:**

All faculty, staff and students of the university are required and expected to obey the laws and legal agreements governing software use. Failure to do so can lead to monetary damages and/or criminal penalties for the individual violator. Because such violations are also against university policies and rules, disciplinary action will be taken as appropriate.

## **Campus Helping Resources**

Students experiencing crises or personal problems that interfere with their general wellbeing are encouraged to utilize the university's counseling resources. The Counseling & Wellness Center provides confidential counseling services at no cost for currently enrolled students. Resources are available on campus for students having personal problems or lacking clear career or academic goals, which interfere with their academic performance.

## **Whole Gator App**

The Whole Gator and website and app connects UF students with resources dedicated to supporting overall health and well-being. In addition to many of the resources below it also has strategies to practice self-care. <https://one.ufl.edu/whole-gator/topics>

## Health and Wellness

U Matter, We Care: If you or someone you know is in distress, please contact [umatter@ufl.edu](mailto:umatter@ufl.edu), 352-392-1575, or visit [U Matter, We Care website](#) to refer or report a concern and a team member will reach out to the student in distress.

Counseling and Wellness Center: [Visit the Counseling and Wellness Center website](#) or call 352-392-1575 for information on crisis services as well as non-crisis services.

Student Health Care Center: Call 352-392-1161 for 24/7 information to help you find the care you need, or [visit the Student Health Care Center website](#).

University Police Department: [Visit UF Police Department website](#) or call 352-392-1111 (or 9-1-1 for emergencies).

UF Health Shands Emergency Room/ Trauma Center: For immediate medical care call 352-733-0111 or go to the emergency room at 1515 SW Archer Road, Gainesville, FL 32608; [Visit the UF Health Emergency Room and Trauma Center website.](#)

GatorWell Health Promotion Services: For prevention services focused on optimal wellbeing, including Wellness Coaching for Academic Success, visit the [GatorWell website](#) or call 352-273-4450.

Student Success Initiative, <http://studentsuccess.ufl.edu>.

#### Academic Resources

E-learning technical support: Contact the [UF Computing Help Desk](#) at 352-392- 4357 or via e-mail at [helpdesk@ufl.edu](mailto:helpdesk@ufl.edu).

Career Connections Center: Reitz Union Suite 1300, 352-392- 1601. Career assistance and counseling services.

Library Support: Various ways to receive assistance with respect to using the libraries or finding resources. Call 866-281-6309 or email [ask@ufl.libanswers.com](mailto:ask@ufl.libanswers.com) for more information.

Teaching Center: 1317 Turlington Hall, 352-392-2010 or to make an appointment 352- 392-6420. General study skills and tutoring.

Writing Studio: Daytime (9:30am-3:30pm): 2215 Turlington Hall, 352-846-1138 | Evening (5:00pm-7:00pm): 1545 W University Avenue (Library West, Rm. 339). Help brainstorming, formatting, and writing papers.

Academic Complaints: Office of the Ombuds; [Visit the Complaint Portal webpage for more information.](#)

Enrollment Management Complaints (Registrar, Financial Aid, Admissions): [View the Student Complaint Procedure webpage for more information.](#)

Student Complaints:

Residential Course: <https://www.ombuds.ufl.edu/complaint-portal/>

Online Course: <https://pfs.tnt.aa.ufl.edu/state-authorization-status/#student-complaint>