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**Please answer the following questions:**

- 1. Will you be able to coordinate with other RDs in order to assure that the intern will have regular opportunities to update on progress and the handling of various activities?**

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- 2. Have you ever previously acted as a mentor or preceptor for a dietetics student? Please describe your experience.**

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- 3. Do you have a need for basic or advanced training, in how to precept in a real-life, or “clinical”, setting**

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- 4. If you feel a need for training in managing a clinically placed intern, what topics do you believe would be most useful for you to learn about?**

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- 5. Do you have support from your administration to pursue clinical instructing? If not, what information would strengthen your justification for using professional time to train an intern?**

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6. Additional thoughts on how the internship program can support you in your good efforts to mentor a student?

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### Preceptor Requirements

1. The primary preceptor must be employed by a sponsoring facility on a full-time basis.
2. Secondary preceptors must be employed by a sponsoring facility on a full- or part-time basis.
3. Three of the preceptors, including the primary and secondary, must be Registered.
4. The primary preceptor must be a member of ADA and secondary preceptors must be a member of ADA or another appropriate professional organization.
5. Preceptors need to read all application materials provided for the student.
6. The primary preceptor must assure that students can meet all of the required experiences (see lists of experiences in application) and take responsibility for approving the scheduled learning experiences for the student, per the rotation schedule the intern submits. The primary preceptor is responsible for the student's experience and will act as their main mentor. The primary preceptor is the main communication link between the UNC Dietetic Program Director, the facility(ies) and other preceptors. The primary preceptor will provide overall evaluation of student performance to the UNC Dietetic Program Director.
7. The secondary preceptor must agree to assume the responsibility of the primary preceptor in the event that the primary preceptor cannot complete his/her responsibilities to the student.
8. Preceptors must have adequate time to supervise, direct and evaluate the student.
9. Preceptors must agree to abide by the curriculum and rules that govern the UNC Dietetic Internship Program. This includes confidentiality of student records, equal and fair treatment of the student and objective and fair evaluation.

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Signature of Preceptor

Date

- \* Preceptor applications are required by at least three preceptors who are Registered Dietitians. Preceptor applications in conjunction with Facility descriptions must show how a student will be mentored at all times. If more than three preceptors will be working with a student, it is suggested that ALL preceptors who will play a significant (i.e., 40 hours or more) role in student learning experiences provide completed preceptor applications, as "other preceptors."

**DIETETIC INTERNSHIP PROGRAM  
UNIVERSITY OF NORTHERN COLORADO  
Department of Community Health and Nutrition**

**FACILITY DESCRIPTION**

To Be Completed by representative of Sponsoring Facility

Primary Sponsoring Site

Secondary Site

Name of Student:

Name of Facility:

Address:

Phone Number : ( )

Fax Number: ( )

e-mail address:

Type of Affiliation:

Hospital

Long-term Care Facility

Public Health Department  Other (Please explain below)

Facility Accredited/Licensed by:

Number of Dietitians:      Total    RD

Number of Dietetic Technicians:      Total    DTR

Are there any other dietetic education programs using this facility? (If yes, please describe)

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Give a brief description of facility (include statistics on size, numbers of employees, locations, mission, etc.)

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Describe nutrition education resources available (books, journals, medical libraries, data bases, etc.)

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**Describe computer resources available (diet analysis, food service management, information search, etc.)**

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**If this facility will be used for clinical/community experiences, describe experiences that will be available (types and numbers of patients seen, types of diseases treated, special units, outpatient type of experiences, etc.)**

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**If this facility will be used for food service experiences, describe experiences that will be available (type of food service operation, numbers of meals served, types of meals served, etc.)**

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**Facility Requirements:**

To serve as a sponsoring facility in the University of Northern Colorado Dietetic Internship Program an institution must:

1. Be willing to pursue and sign, or renew, an "Agreement of Affiliation" contract with the University of Northern Colorado upon acceptance of the intern-candidate. (A blank draft of the agreement is available upon request for review.)
2. Employ at least one full-time Registered Dietitian if the facility will be designated the primary facility for the intern-candidate. Each secondary sponsoring facility must employ a preceptor or mentor, who has the time, expertise and willingness to direct and evaluate a dietetic intern. Each preceptor must submit a Preceptor Application form.
3. Indicate the experiences the student will be able to complete in your facility from the list of required experiences that are attached.

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Signature of Preceptor

Date