****

**DIETETIC INTERNSHIP**

**FOOD SERVICE – Rotation Evaluation**

**(ACEND 2017 Core Competencies for the DI)**

Intern Name

**Preceptors:**

*Performance Standards (as defined on Competency Evaluation Guidelines)*:

 4 = Exceptional

 3 = Proficient

 2\* = Needs improvement (Intern will need to repeat the experience)

 1\* = Deficient (Intern will need to repeat the experience)

1. Initial in blue ink next to each bulleted CRDN which the intern has completed.

2. Sign and date in blue ink at the end.

3. You may repeat the CRDN more than once.

4. If you are completing a CRDN and/or assignment in another rotation, please indicate in comments.

Individual activities are organized under appropriate Competencies as required by ACEND.

One rotation evaluation will be used for all required activities and evaluations. The intern will keep the evaluation form until all competencies have been evaluated during rotations at multiple facilities, if necessary.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Domain 1. Scientific and Evidence Base of Practice: Integration of scientific information and translation of research into practice.****Competencies**Upon completion of the program, graduates are able to: | **4** | **3** | **2 \*** | **1 \*** |
| (CRDN 1.1) Select indicators of program quality and/or customer service and measure achievement of objectives. * Participate in the collection and evaluation of quality management data as identified in the department quality management plan.
* Identify components of quality management in a **foodservice** setting.
* Complete one administrative study of one component that is measurable by measuring a specific component and providing recommendations for improvement. (Clin **and** FS)
 |  |  |  |  |
| Assignment Title: Quality Management Projects – Clinical (CANVAS) |  |  |  |  |
| Comments: |
| (CRDN 1.3) Justify programs, products, services and care using appropriate evidence or data.* Conduct a plate waste study at a school or hospital **foodservice** facility and make a recommendation.
* Review a **foodservice** safety program based on HAACP and discuss the strengths and/or weaknesses of the record keeping and monitoring process with preceptor.
 |  |  |  |  |
| Assignment Title: Plate Waste Study (CANVAS) |  |  |  |  |
| Comments: |
| (CRDN 1.4) Evaluate emerging research for application in nutrition and dietetics practice.* Complete a scientific research module on identifying quality research, and submit to preceptor a written critique for a research article published in a nutrition related publication.(Clin **or** FS **or** Comm)
* Discuss with preceptor articles from professional literature regarding new aspects of **medical nutrition therapy**, **foodservice**, and **community** nutrition intervention on topics of interest.
 |  |  |  |  |
| Assignment Title: Research Module (CANVAS) |  |  |  |  |
| Comments: |
| (CRDN 1.6) Incorporate critical-thinking skills in overall practice.* Identifies potential or real problems, issues or challenges where services provided to a customer, client or patient should be adjusted, limited, modified or discontinued (Clin, **and** FS, **and** Comm)
 |  |  |  |  |
| Assignment Title: Critical- Thinking Skills (CANVAS) |  |  |  |  |
| Comments: |
| **Domain 2. Professional Practice Expectations: Beliefs, values, attitudes and behaviors for the professional dietitian nutritionist level of practice.****Competencies**Upon completion of the program, graduates are able to: | **4** | **3** | **2 \*** | **1 \*** |
| (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 Nutrition and Dietetics Practice and Code of Ethics for the Profession of Nutrition and Dietetics.* Demonstrate understanding of the Code of Ethics and Standards of Practice, HIPAA and Joint Commission in reference to patient care. (fulfilled during orientation)
* Identify and discuss with preceptor local, state and federal regulations that influence and affect food procurement, production, distribution and service.
* Identify and discuss with preceptor local, state and federal regulations that influence and affect care in long term care facilities. (Clin **or** FS)
 |  |  |  |  |
| Assignment Title: SOP/SOPP, Code of Ethics (CANVAS) \*due end of July to Dr. Withrow |  |  |  |  |
| Comments: |
| **(**CRDN 2.2) Demonstrate professional writing skills in preparing professional communications (e.g. research manuscripts, project proposals, education materials, policies and procedures).* Demonstrate ability to use computer hardware, software technology, web-based resources and the Internet to complete assignments and experiences and communicate effectively. (Clin, **and** FS, **and** Comm)
* Follow facility format and guidelines when developing documents. (Clin, **and** FS, **and** Comm)
 |  |  |  |  |
| Comments: |
| (CRDN 2.3/CRDN 2.4) (CRDN 2.3) Demonstrate active participation, teamwork and contributions in group settings/ (CRDN 2.4) Function as a member of interprofessional teams (ex: physicians, nurses, pharmacists, occupational therapists, etc.* Interacts with other healthcare professionals to gain more information about a patient, client or customer. (Clin, **and** FS **and** Comm)
* Considers and respects the opinions, creativity, values, beliefs and perspectives of others.
* Attend and / or participate in **foodservice** meetings / conferences with a member of the management team.

  |  |  |  |  |
| Comments: |
| (CRDN 2.5) Assign duties to NDTRs and/or support personnel as appropriate (considering the needs of the patient/client or situation, the ability of support personnel, jurisdictional law, practice guidelines and policies within the facility). * Provide RD/management **staff relief.** (80 hours minimum, 40 in Clinical, 40 in Foodservice). (Clin **and** FS, Comm - optional)
* While providing staff relief, assign duties to NDTRs and/or support personnel as appropriate.
 |  |  |  |  |
| Comments: |
| (CRDN 2.7) Apply leadership skills to achieve desired outcomes.* Provide RD/management staff relief. (80 hours minimum, 40 in Clinical, 40 in Foodservice). (Clin **and** FS, Comm - optional)
 |  |  |  |  |
| Comments: |
| (CRDN 2.8) Demonstrate negotiation skills.* Participate in supervisory decision making while completing staff relief. (Clin **and** FS)
* Participate in and complete a group project with peer interns. (fulfilled during FND 510 and 512)
 |  |  |  |  |
| Comments: |
| (CRDN 2.9) Participate in professional and community organizations.* Attend meeting(s) of professional organizations as available. (Clin, **or** FS, **or** Comm)
* Maintain membership in the Academy of Nutrition and Dietetics. (entire internship)
 |  |  |  |  |
| Comments: |
| (CRDN 2.10) Demonstrate professional attributes in all areas of practice (showing initiative and proactively developing solutions, advocacy, customer focus, risk taking, critical thinking, flexibility, time management, work prioritization and work ethic).* Use appropriate judgment when initiating change and improving quality in the organization. (Clin, **and** FS, **and** Comm)
* Use critical thinking, flexibility, and time management skills when completing projects within the organization. (Clin, **and** FS, **and** Comm)
* Participate in activities to promote the dietetic profession and advocate for clients and/or consumers. (Clin **or** FS **or** Comm)
* Shows a level of professionalism in attitude toward learning, appropriate interactions with preceptors/clients/staff and/or patients. (Clin, **and** FS, **and** Comm)
 |  |  |  |  |
| Comments: |
| (CRDN 2.11) Show cultural competence/sensitivity in interactions with clients, colleagues and staff.* Discuss with preceptor(s) what the barriers in providing cultural competent care. (Clin, **and** FS, **and** Comm)
* Demonstrate providing services and care in a culturally and linguistically appropriate manner
 |  |  |  |  |
| Assignment Title: Think Culture Health Training (“A Physician’s Practice Guide to Culturally Competent Care”) (CANVAS)\* due to Dr. Withrow- not preceptor |  |  |  |  |
| Comments: |
| (CRDN 2.12/ CRDN 2.13) Perform self-assessment and develop goals for self-improvement throughout the program. (CRDN 2.13) prepare a plan for professional development according to the Commission on Dietetic Registration guidelines.* Complete Steps One-Four for the Commission on Dietetic Registration’s Professional Development Portfolio Process. (Clin, **and** FS, **and** Comm)
 |  |  |  |  |
| Assignment Title: Self-assessment goals for the Dietetic Internship (CANVAS) \* due to Dr. Withrow- not preceptorAssignment Title: Professional Development Portfolio Project (CANVAS) \* due to Dr. Withrow- not preceptor |  |  |  |  |
| Comments: |
| **Domain 3. Clinical and Customer Services: Development and delivery of information, products and series to individuals, groups and populations.****Competencies**Upon completion of the program, graduates are able to: |  |  |  |  |
| (CRDN 3.3) Demonstrate effective communications skills for clinical and customer services in a variety of formats and settings (using oral, print, visual, electronic and mass media methods for maximizing client education, employee training and marketing).* Plan, coordinate and participate in a cafeteria / dining room promotional activity.
 |
| Assignment Title: Nutrition Article for the Public (CANVAS)Assignment Title: Cafeteria/Dining Room Promotional Activity (CANVAS) | **4** | **3** | **2 \*** | **1 \*** |
| Comments: |  |  |  |  |
| (CRDN 3.4/CRDN 3.5/ CRDN 3.6) CRDN 3.4 Design, implement and evaluate presentations to a target audience. / CRDN 3.5 Develop nutrition education materials that are culturally and age appropriate and designed for the literacy level of the audience/ CRDN 3.6 Use effective education and counseling skills to facilitate behavior change (considering life experiences, cultural diversity and educational background of the target audience).* Create appropriate education materials, conduct and evaluate an in-service training for employees. Use the SMOG or similar readability formula effectively for developing written materials for patient, client and general populations. (Clin **or** FS **or** Comm).
 |  |  |  |  |
| Assignment Title: Nutrition Education Material – Clinical, FS or Community (CANVAS) |
| Comments: |  |  |  |  |
| (CRDN 3.9) Coordinate procurement, production, distribution and service of goods and services, demonstrating and promoting responsible use of resources.* Observe the flow of foods through the procurement, preparation, distribution, service and disposal systems of the facility.
* Review department policies and procedures with respect to food procurement, production, distribution and service.
* Participate in and evaluate the distribution and service of meals.
* Conduct a food inventory and place a food order.
* Participate in as many of the following **community** programs as is feasible, identifying program mission and objectives:
* Food Stamp Program
* Summer Foodservice Program for Children
* Child and Adult Care Food Program
* Food Distribution Program (Food Bank)
* Commodity Supplemental Food Program
* Congregate and Home-Delivered Meal Programs
 |  |  |  |  |
| Comments: |
| (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. Has the intern: * Demonstrate competency in this area by revising individual patient menus. (Clin **or** FS)
* Write a cycle menu for a target population. (Clin **or** FS **or** Comm)
* Develop and implement a standardized recipe for a regular or modified food item.
* Conduct a sensory evaluation of a new commercially prepared food product or new recipe.
 |  |  |  |  |
| Assignment Title: Sensory Evaluation (CANVAS)  |
| Comments: |  |  |  |  |
| **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.****Competencies**Upon completion of the program, graduates are able to: |  |  |  |  |
|  |
| (CRDN 4.1) Participate in management of human resources.* Review departmental policy / procedure manual, employee manual, job description and personnel policies regarding recruiting, interviewing, hiring, orienting, training, appraising and terminating employees. (Clin **and** FS)
* Participate in human resources activities, as the experience becomes available. (Clin, **and** FS, **and** Comm)
* Review the organizational chart of facility to see how foodservice relates to other departments.
* Discuss employee turnover, employee productivity and job satisfaction in the **foodservice** with a preceptor.
 | **4** | **3** | **2 \*** | **1 \*** |
|  |
| Comments: |  |  |  |  |
| (CRDN 4.2) Perform management functions related to safety, security and sanitation that affect employees, customers, patients, facilities and food.* Complete a sanitation / safety check of the **foodservice** facility.
* Develop a HACCP flow chart for one recipe.
* Conduct temperature checks of prepared foods at the point of service.
* Review current equipment usage and facility layout and design.
* Write specifications and justification for a new piece of **foodservice** equipment.
 |  |  |  |  |
| Assignment Title: HACCP Assignment (CANVAS)  |
| Assignment Title: Equipment Selection Project (CANVAS)  |  |  |  |  |
| Comments: |  |  |  |  |
| (CRDN 4.4) Apply current nutrition informatics to develop, store, retrieve and disseminate information and data.* Review and discuss with preceptor computer resources and applications specific to **foodservice**, (i.e., forecasting, menu planning, inventory, productivity assessment, employee scheduling, production scheduling, nutrient analysis, financial management).
* Demonstrates use of technical operating systems and software to communicate and disseminate information, to collect, track and retrieve data (Clin, **and** FS, **and** Comm)
* Demonstrates professional behaviors and boundaries when using social media platforms.
 |  |  |  |  |
| Comments: |
| (CRDN 4.5) Analyze quality, financial and productivity data for use in planning.* Assess staffing for quality, financial and productivity to plan a future budget or staffing model (Clin **or** FS).
* Review organizational chart of hospital to see how nutrition services relates to other departments. (Clin **and** FS)
 |  |  |  |  |
| Comments: |
| (CRDN 4.6) Propose and use procedures as appropriate to the practice setting to promote sustainability, reduce waste and protect the environment.* Evaluate a facility’s waste management/recycle policy and recommend improvements if needed.
* Review food procurement procedures to determine what foods are purchased from local or sustainable sources
 |  |  |  |  |
| Comments: |
| (CRDN 4.7) Conduct feasibility studies for products, programs or services with consideration of costs and benefits.* Conduct a “make or buy” decision analysis.
 |  |  |  |  |
| Assignment Title: Make or Buy Analysis (CANVAS)  |
| Comments: |  |  |  |  |
| (CRDN 4.8) Develop a plan to provide or develop a product, program or service that includes a budget, staffing needs, equipment and supplies.* Write an employee schedule for one cycle. (Clin **or** FS)
* Work with the foodservice manager to review planning and goal setting for the department.
 |  |  |  |  |
| Comments: |
| (CRDN 4.10) Analyze risk in nutrition and dietetics practice.* Identify and discuss with preceptor an area of potential risk in the facility (i.e., unsafe food handling, personal/institutional liability related to substandard practice or misconduct, or adverse clinical outcomes. (Clin, **and** Comm **and** FS)
 |  |  |  |  |
| Comments: |  |  |  |  |
|  |
|  |  |  |  |  |
|  |

Major Strengths for the Intern:

Suggestions for Improvement for the Intern (Required for ratings of 1 or 2):

Intern comments:

Please use blue ink for signatures.

|  |  |
| --- | --- |
| Preceptor Name (printed): | Facility: |
| Rotation Dates: |
| Preceptor Signature: | Date: |
| Intern Signature: | Date: |

|  |  |
| --- | --- |
| Preceptor Name (printed): | Facility: |
| Rotation Dates: |
| Preceptor Signature: | Date: |
| Intern Signature: | Date: |

|  |  |
| --- | --- |
| Preceptor Name (printed): | Facility: |
| Rotation Dates: |
| Preceptor Signature: | Date: |
| Intern Signature: | Date: |

|  |  |
| --- | --- |
| Preceptor Name (printed): | Facility: |
| Rotation Dates: |
| Preceptor Signature: | Date: |
| Intern Signature: | Date: |

|  |  |
| --- | --- |
| Preceptor Name (printed): | Facility: |
| Rotation Dates: |
| Preceptor Signature: | Date: |
| Intern Signature: | Date: |