

University of Northern Colorado  
Department of Kinesiology, Nutrition, and Dietetics (KiND)  
Dietetic Internship

# Preceptor Training



**UNC**

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**Conflicts of Interest**

None

**Funding disclosure**

None



# Learning Objectives

Participants will be able to:

- Identify preceptor responsibilities before, during, and after a rotation
- Document scores for competencies and learning activities
- Sign off on completion of rotation hours
- Provide appropriate scores for progress reports



# Prior to rotation

- Review material sent by intern and program faculty/staff
- Prepare a tentative plan for which competencies the intern can complete with you
- Communicate with intern and UNC faculty/staff onboarding requirements
- Communicate with the intern anything they should know before their first day
  - Appropriate attire
  - Instructions for parking
  - Where to meet you the first day
  - Accessibility (Location of ramps, elevators, availability of ASL interpreters, availability of designated lactation rooms etc.)



## Day 1 of rotation

- Develop a plan to meet Competencies
- Provide due date for Learning Activities
- Review expectations



# Mid-point

- *Mid-Rotation Progress Report*
- Reach out to UNC faculty/staff if interns have received a score of <3 on progress reports or competencies



# Throughout rotation

- Complete periodic check-ins
- Provide feedback to the intern on their performance
- Communicate any questions or feedback to UNC faculty/staff



# End of rotation

- *End Progress Report and Program Evaluation*
- *Final Rotation CRDN Eval and Hour Tracking*
  - Input initials for competencies and learning activities
  - Sign for staff relief (Interns require 40 hours in FS, 40 hours in clin)
  - Verify the number of rotation hours and sign off





- Move into the documents
- If needing extra time in the video, have them take a few minutes to go through it themselves.  
.. Unless they don't have it yet in which case they cant

# FAQ

Q: What is Canvas?

A: UNC learning platform accessible by UNC students/interns and faculty/staff.

Q: What is SharePoint?

A: UNC data sharing platform accessible by UNC students/interns and faculty/staff.

Q: If I am the primary preceptor, must I have direct contact with the intern for their entire rotation?

A: No, interns may work with other members of your team. You will be the one completing any documentation.

# FAQ

Q: How do I know which competencies the intern will complete with me?

A: When they begin their rotation, you'll have access to the *Final Rotation CRDN Eval and Hour Tracking* document and be able to see which competencies they have left to complete. Note that we encourage interns to complete competencies in more than one rotation.

Q: What if competency has no learning activity?

A: Not all competencies have activities. It will be up to you to determine how that competency should be met. Reminder: Even competencies that have learning activities can be completed in your rotation (outside of receiving a score for the activity).

Q: Can I substitute different projects in place of the established learning activities?

A: Yes, if you've received approval from us.

# FAQ

Q: What if I can't fulfill a competency?

A: Allow another preceptor to do so, or let the UNC faculty/staff know.

**CRDN 3.3** 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).

**CRDN 3.4** Provide instruction to clients/patients for self-monitoring blood glucose, considering diabetes medication and medical nutrition therapy plan.

**CRDN 3.5** 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.

**CRDN 3.6** Conduct a swallow screen and refer to the appropriate health care professional for full swallow evaluation when needed.

# Assessment Question 1

What documents are preceptors responsible for completing for each intern?

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What documents are preceptors responsible to complete for each intern?

Answer: The *Final Rotation CRDN Eval and Hour Tracking* document and the *Progress Report* (Mid and End of rotation)

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# Assessment Question 2

True or false: If my rotation is < 80 hours, I do not need to check in on how my intern is doing until the very end.

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## Assessment Question 2

True or false: If my rotation is  $< 80$  hours, I do not need to check in on how my intern is doing until the very end.

Answer: False. The formal *Mid-Rotation Progress Report* is not required, however check-ins should occur throughout a rotation of any duration.

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# Assessment Question 3

True or false: If I am the primary preceptor, I have to be with the intern at all times during the rotation.

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# Assessment Question 3

True or false: If I am the primary preceptor, I have to be with the intern at all times during the rotation.

**Answer: False.** The intern may spend time with other members of your team and may also work independently at times. The role of the primary preceptor is to sign off on competencies, learning activities, number of rotation hours completed, and progress reports.

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# References

1. ACEND (2021). ACEND Accreditation Standards for Nutrition and Dietetics Internship Programs (DI). *Accreditation Council for Education in Nutrition and Dietetics*.
2. ACEND (2021). Crosswalk of Knowledge and Competency Statements Between the 2022 and 2017 Accreditation Standards for CP, DI, DPD, and FDE Programs. *Accreditation Council for Education in Nutrition and Dietetics*.

