Rotation: **Community Nutrition Programs**

Pre-rotation check list

- Readings completed
- Pre-test completed
- Preceptor and Site forms, Affiliation Agreement (distance only)

Preceptors: Please use the following scale to evaluate whether or not the intern has met the designated competencies

1 = attempted but unable to complete
2 = partially met – needs frequent feedback, supporting cues, additional time
3 = nearly met at entry level – timely completion with initial direction and periodic feedback
4 = entry level – timely completion with minimal direction
NA = not applicable or observed

<table>
<thead>
<tr>
<th>Goal/Objective</th>
<th>initial</th>
<th>Planned Experience</th>
<th>Evaluation Method/Comments</th>
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</thead>
<tbody>
<tr>
<td>DI 1.1 Select appropriate indicators and measure achievement of clinical, programmatic, quality, productivity, economic or other outcomes.</td>
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<tr>
<td>Identifies variety of metrics in community research</td>
<td>● Read article: Measuring Population Health Outcomes.</td>
<td>● Discuss agency’s food and nutrition programs with preceptor including criteria for eligibility, funding and evaluation criteria</td>
<td>discuss with preceptor, director to review journal entries.</td>
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<td>● What types of data are collected by this agency? How is the success of programming efforts determined? <strong>Journal entry</strong></td>
<td>● Head Start – review state participation data and reimbursement rates – discuss with preceptor regarding trends and adequacy of reimbursement <strong>journal entry</strong></td>
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<td>● Review procedures for data collection, if applicable.</td>
<td>● Evaluate monthly food list or other forms of support (i.e. fruit and vegetable vouchers, congregate meals) and compare to the standard of care needs of clients or Dietary Guidelines as appropriate. Write a report and submit to preceptor and director</td>
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<td>● Participate in data collection, if applicable <strong>journal entry</strong></td>
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<td>DI 1.3 Justify programs, products, services and care using appropriate evidence or data</td>
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<tr>
<td>Participate in development and evaluation of community-based food and nutrition programs</td>
<td>● Discuss agency’s food and nutrition programs with preceptor including criteria for eligibility, funding and evaluation criteria</td>
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<td>preceptor and director to review report</td>
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<td>Evaluation of competency: Rating and feedback (if needed)</td>
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<tr>
<td>DI 2.2 Demonstrate professional writing skills in preparing professional communications (e.g research manuscripts, project proposals education materials, policies and procedures).</td>
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<td>Follows appropriate guidelines to develop effective print materials for target population.</td>
<td>● Review webinar Making Health Information Actionable and Engaging – previously viewed in FN5210, but view again</td>
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<td>evaluated by preceptor using written materials evaluation form</td>
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<td>● Review: Achieving Cultural Competence: A Guidebook for Providers of Services to Older Americans and Their Families. (Area Agency on Aging )</td>
<td>● Review current educational materials available at facility - update if needed. What educational level are they intended for? Are cultural issues addressed?</td>
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<td>● What topics are of general interest to target population How was this determined? Make journal entry.</td>
<td>● Develop materials for class presentation or as needed</td>
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<td>● Review other forms of written communication, such as newsletters and write article as directed by preceptor as needed</td>
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| Review and develop professional communications | • Review examples of professional writing such as agency project or grant proposals  
• Develop or assist with professionals writing if needed, include any samples in portfolio | evaluated by preceptor |

**Evaluation of competency: Rating and feedback (if needed)**

**DI 2.3 Design, implement and evaluate presentations considering life experiences, cultural diversity and educational background of the target audience.**

| Assess education needs of target group | • Review information in Know Your Learner module (FN 5210) as needed  
• discuss characteristics of target population with preceptor and determine potential presentation topics - journal entry | director to review journal entry |

| Develop and present class based on assessed needs if applicable | • develop lesson for target population - state general goal, 1 - 3 behavioral objectives, at least one activity per behavioral objective, materials needed - journal entry  
• develop a Power Point presentation with handouts and a food demonstration (demonstration should include calculated food cost and nutrition analysis)  
• present class to target audience | preceptor to evaluate using presentation evaluation form |

**Evaluation of competency: Rating and feedback (if needed)**

**DI 2.5 Demonstrate active participation, teamwork, and contributions in group settings.**

**DI 2.11 Establish collaborative relationships with internal and external stakeholders, including patients, clients, caregivers, physicians, nurses and other health professionals administrative and support personnel to facilitate individual and organizational goals.**

| Identify and participate in coalitions and teams | • Review pages 35 – 40 in Making Health Communication Programs work – developing partnerships  
• Read article: Organizing a Community Health Advocacy Coalition  
• Discuss partnerships and coalitions in which this agency participates with preceptor – journal entry  
• attend and participate in team and coalition meetings as available and appropriate  
• document activities as journal entry | evaluated by preceptor |

**Evaluation of competency: Rating and feedback (if needed)**

**DI 2.7 Refer clients and patients to other professionals and services when needs are beyond individual scope of practice**

| Identify and apply procedure for client referral | • Review agency procedures as appropriate – journal entry  
• Refers patients/clients to other dietetics professionals or disciplines when a situation is beyond one’s level or area of competence | discuss with preceptor, director to review journal entries |

| Participate in agency’s role in community partnerships. | • identify related agencies appropriate for referral (ie. American Heart Association)  
• identify community boards, committees, task forces, coalitions and partnerships relevant to this agency - attend meetings if possible  
• visit related agencies if possible - journal entry | evaluated by preceptor |

**Evaluation of competency: Rating and feedback (if needed)**

**DI 2.12 Demonstrate professional attributes, such as advocacy, customer focus, risk taking, critical thinking, flexibility, time management, work prioritization and work ethic within various organizational cultures.**

| Use appropriate judgment when initiating change and improving quality in the organization | • discuss process of initiating change within this organization with preceptor – what type of changes have been implemented? Journal entry  
• Use critical thinking to assist develop strategies to address a problem proposed by preceptor  
• Use time management skills to complete projects as |
**DI 1.4** Evaluate emerging research for application in dietetics practice  
**DI 3.1 a.** Assess the nutritional status of individuals, groups and populations in a variety of settings where nutrition is or can be delivered.

| Identify nutrition practices of target audience and compare to national survey data. | • Identify relevant demographic information for the target population this agency serves including age, gender, income level, race/ethnicity [journal entry]  
• Review any assessment data collected by agency for the target population.  
• Review the NHANES data tables and determine the percent of calories and sodium consumed away from home by this population based on gender and ethnicity. Discuss with preceptor and make journal entry.  
• Review the Key Statistics from NHANES and determine the percent of the population with high serum total cholesterol (>240 mg/dL) represented by this agencies target population based on gender and the mean serum total cholesterol [journal entry].  
• How can NHANES data be used by this agency to guide their intervention efforts? [Journal entry]  
• Consult the BRFSS maps and prevalence data to determine the fruit and vegetables consumption among adults in this state. [Journal entry] |

| Review and assist with existing screening or assessment programs for target populations. | • review screening instruments for target populations (DETERMINE, Mini-Nutritional Assessment, cholesterol values)  
• review pertinent surveillance data for target population as available (Nutrition Screening Initiative, county based health assessments)  
• acanthosis nigricans in Hispanic population – review Acanthosis nigricans in obese patients: Presentations and implications for prevention of atherosclerotic vascular disease  
• review health & anthropometric measures if available – journal entry  
• identify any demographic variables that may affect nutritional status –journal entry  
• review guidelines for screening individuals for diabetes, malnutrition and CVD risk  
• assist in screenings if possible |

| Assess nutritional status of individuals, if appropriate | • Conduct face-to-face screening, if applicable  
• Assess intake and compare to guidelines as part of nutrition screening  
• Identify participants at nutritional risk and schedule counseling with the Clinic Registered Dietitian.  
• Supervise screening of the nutritional status of the population and/or community groups.  
• For community groups and general population, conduct face-to-face screening and for general health assessment of the nutritional status including NHANES weight and height procedures/protocols. |

**Evaluation of competency: Rating and feedback (if needed)**

**DI 4.4** Participate in public policy activities, including both legislative and regulatory initiatives

| Applies knowledge of federal, regional, state and local govt. structures and processes involved in the development of public policy, legislation and | • Review agency web-site  
• identify where authority lies for nutrition /food programs at federal, state and local levels, identify key player responsible for agency/program planning [journal entry]  
• identify lobbying activities at the local, state or national level – with what types of legislation is this group |

**Evaluation of competency: Rating and feedback (if needed)**
| regulations that influence related nutrition and health services. | concerned – funding, research, policy? journal entry  
- attend Board meetings if appropriate  
- identify specific agency activities that support Healthy People 2020 – journal entry  
- review agency regulations |
Utilize knowledge of political, legislative and economic factors that affect dietetic practice.

- review site appropriate readings ie. - Older Americans Act, status of Title III funding, poverty guidelines, AHA legislative priorities, Public Health initiatives – discuss with preceptor
- discuss funding issues as they apply to current legislation if appropriate journal entry

**Evaluation of competency: Rating and feedback (if needed)**

**DI 4.1 Use organizational processes and tools to manage human resources.**

- Reviews organization’s structure.
  - review facility organizational chart - where do RD’s or DTR’s fit in? - make journal entry
  - review lines of communication
  - review job descriptions if possible

- Review role of organization as part of organization a the national level.
  - Review organization/agency’s strategic plan at the local and national level, if application (i.e. Area Agency on Aging, review U.S. Administration on Aging Strategic Plan)
  - How is the local organization meeting these goals at the local level – journal entry.

- Reviews organization’s goal setting process.
  - review facility’s long range and short range goals.
  - relate agency goals to other relevant agencies or coalition partners - journal entry

- Attends departmental meetings.
  - attend planning meetings/ training sessions as appropriate – make journal entry

**Evaluation of competency: Rating and feedback (if needed)**

**DI 3.6 Coordinate procurement, production, distribution and service of goods and services**

- Participates in food delivery systems relevant to community nutrition programs.
  - review food delivery systems specific to the facility - Meals on Wheels, Mobile Markets, congregate meal sites, etc., Head Start sites, Commodity Supplemental Foods Program delivery – make journal entry
  - assist in menu development, analyze to meet standards, assist in creating standardized, quantity recipes as needed
  - observe delivery of meals or food packages as able

- Applies factors that impact on the accessibility, adequacy and safety of the food supply system (production, processing, distribution and consumption) and the relationship of those to community health
  - compare cost of and food access of neighborhoods with a variety of incomes, available transportation, ethnicities - has the agency collected this type of information? Discuss with preceptor and make journal entry
  - develop weekly menu for a culturally diverse population - what options are available for the different food groups (ie. produce stands for fruits and vegetables, convenience food stores, etc.)
  - on-going activity - identify all food programs available within the county (school lunch, WIC, food banks, etc.) - make journal entry, identify funding sources if possible - create list of contact personnel and phone numbers
  - optional activity - determine average income for population group this agency serves - plan a monthly family budget, including rent, transportation, food and welfare resources
  - is food accessibility an issue considered in developing heart healthy programming – discuss with preceptor and make journal entry

**Evaluation of competency: Rating and feedback (if needed)**
| DI 4.2 Perform management functions related to safety, security and sanitation that affect employees, customers, patients, facilities and food. | • Develop a HACCP plan for the storage and preparation of food from the pantry used in food demonstrations, groceries for clients or other food provided to clients (e.g. congregate meal programs) | evaluated by preceptor, director to review journal entries | 
| DI 4.5 Conduct clinical and customer service quality management activities. | • discuss site monitoring protocol with preceptor | discuss with preceptor, director to review journal entries | 
| | • Assist in site monitoring as able | 
| | • Assist in writing report if needed | 
| | Evaluates nutrition service based on established criteria for cost, nutrient quality, quantity, safety and sanitation. | • Discuss program evaluation process with preceptor – journal entry | discuss with preceptor, director to review journal entries | 
| | | • Assist in collecting data as appropriate | 
| | Evaluates nutrition service based on established criteria for nutrition education programs. | • observe strategic planning if possible – journal entry | discuss with preceptor, director to review journal entries | 
| | | • identify criteria for implementing Quality Assurance plan for local agency or review existing plan – journal entry | 
| | | • participate in conducting a community needs assessment, including socioeconomic data or review needs assessment if available – journal entry | 
| | Utilizes management principles for effective community assessment, program planning, implementation and evaluation. | 
| Evaluation of competency: Rating and feedback (if needed) | 
| DI 4.9 Obtain and analyze financial data to assess budget controls and maximize fiscal outcomes> | • list actual and potential funding sources for agency programming – journal entry | discuss with preceptor, director to review journal entries | 
| | • review agency budget for nutrition related services – journal entry | 
| | • assist with grant writing application or review existing applications as available. | 
| | Evaluation of competency: Rating and feedback (if needed) | 
| Were competencies generally met by intern? | yes | no | 
| Please make suggestions for future planned experiences: | 
| Preceptor Signature: | Date: | 
| Intern Signature: | Date: | 
| Post rotation checklist: | 
| ______ Goals and objectives signed by preceptor and intern | 
| ______ Post rotation evaluation form completed by preceptor, signed by intern (for rotations at least two weeks or longer) | 
| ______ Submission of case studies and assignments to director – hard copy or electronically | 
| ______ Submission of journal entries to director (e-mail attachment or through electronic link) | 
| ______ Complete intern feedback form and submit electronically. (under course documents, evaluations folder) | 
| ______ Evaluation of distance internship program by preceptor (distance program only - under resources, preceptor web page) | 

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