

## General Competencies

The minimum performance level for the competency is indicated by the action verb used at the beginning of the statement. The action verbs reflect four levels of performance. The higher level of performance assumes the ability to perform at the lower level:

1. assist - independent performance under supervision, or participate - take part in team activities;
2. perform - able to initiate activities without direct supervision, or conduct - activities performed independently;
3. consult - able to perform specialized functions that are discrete delegated activities intended to improve the work of others, or supervise - able to oversee daily operation of a unit including personnel, resource utilization, and environmental issues; or, coordinate and direct the activities of a team or project workgroup;
4. manage - able to plan, organize, and direct an organization unit through actual or simulated experiences, including knowing what questions to ask.

	<b>Competencies</b>	<b>Activity</b> If activity is something other than listed, indicate activity, rotation and site	<b>Date Completed</b>	<b>Rating (+,=,-)</b>
CD1	Perform in accordance with the Code of Ethics for the Profession of Dietetics	<ul style="list-style-type: none"> <li>• Read ADA Code of Ethics</li> <li>• Apply ADA Code of Ethics to situations throughout internship</li> <li>• Other _____</li> <li>• Other _____</li> </ul>		
CD3	Participate in Professional Activities	<ul style="list-style-type: none"> <li>• Attend dietetic profession meetings during internship.</li> <li>• Other _____</li> <li>• Other _____</li> </ul>		
CD4	Perform self-assessment, prepare portfolio and participate in lifelong learning	<ul style="list-style-type: none"> <li>• Completion of Growth and Development rubrics.</li> <li>• Complete self-confidence surveys.</li> <li>• Create portfolio as assigned.</li> <li>• Other _____</li> <li>• Other _____</li> </ul>		
CD6	Use current technology	<ul style="list-style-type: none"> <li>• Use computers at sites.</li> <li>• Use WebCT components.</li> <li>• Use PowerPoint in presentations.</li> <li>• Other _____</li> <li>• Other _____</li> </ul>		
CD8	Provide dietetic education in supervised practice settings	<ul style="list-style-type: none"> <li>• Present Case Study</li> <li>• Patient/Client Education during MNT and community rotations</li> <li>• Provide training during FS rotation.</li> <li>• Other _____</li> <li>• Other _____</li> </ul>		
CD9	Supervise counseling, education, and/or other interventions in health promotion/disease prevention for pt/clients needing MNT for uncomplicated instances of common conditions.	<ul style="list-style-type: none"> <li>• Complete Staff Relief during MNT rotation.</li> <li>• Patient/client education during MNT and community rotations.</li> <li>• Other _____</li> <li>• Other _____</li> </ul>		

CD10	Supervise education and training for target group	<ul style="list-style-type: none"> <li>• Nutrition education project at community nutrition rotation.</li> <li>• Develop and implement an Employee training session during FS Rotation</li> <li>• Develop, implement and evaluate Project during Community Nutrition Rotation.</li> <li>• Other _____</li> <li>• Other _____</li> </ul>		
CD11	Develop and review educational materials for target populations	<ul style="list-style-type: none"> <li>• Review material available at each site.</li> <li>• Develop educational material for selected program during Community Nutrition Rotation</li> <li>• Design a Brochure, Handout, or Bulletin Board during rotations as assigned.</li> <li>• Other _____</li> <li>• Other _____</li> </ul>		
CD13	Interpret and incorporate new scientific knowledge into practice	<ul style="list-style-type: none"> <li>• Read journal articles with each rotation.</li> <li>• Complete "lit review" assignment.</li> <li>• Other _____</li> <li>• Other _____</li> </ul>		

<b>Community Nutrition Competencies</b>				
	<b>Competencies</b>	<b>Activity</b> If activity is something other than listed, indicate activity, rotation and site	<b>Date Completed</b>	<b>Rating (+,=,-)</b>
CD5	Participate in legislative and public policy processes as they effect food, food security, nutrition and health care	<ul style="list-style-type: none"> <li>• Attend local dietetics meetings</li> <li>• Other _____</li> <li>• Other _____</li> </ul>		
CD12	Participate in use mass media for community based food programs	<ul style="list-style-type: none"> <li>• Participate in print, radio and/or TV ad planning/development during internship.</li> <li>• Other _____</li> <li>• Other _____</li> </ul>		
CD19	Perform marketing functions	<ul style="list-style-type: none"> <li>• Participate in mass media marketing in Community Nutrition Rotation</li> <li>• Complete marketing project in FS Rotation</li> <li>• Complete Business and Marketing Plan in Enrichment Rotation</li> <li>• Design a Brochure, Handout, or Bulletin Board in MNT Rotation</li> <li>• Other _____</li> <li>• Other _____</li> </ul>		
CD25	Supervise translation of nutrition into foods/menus for target populations	<ul style="list-style-type: none"> <li>• Develop week menu and do nutrition analysis during FS Rotation</li> <li>• Other _____</li> <li>• Other _____</li> </ul>		
CD40	Supervise screening of nutritional status of population/community group.	<ul style="list-style-type: none"> <li>• Evaluate screening of WIC participants.</li> <li>• Review and discuss evaluations with WIC Supervisor</li> <li>• Oversee Community project – includes assessing</li> <li>• Other _____</li> <li>• Other _____</li> </ul>		
CD41	Conduct assessment of nutritional status of population/community group.	<ul style="list-style-type: none"> <li>• Screen WIC participants</li> <li>• Community Based Food and Nutrition Programs</li> <li>• Project during Community Nutrition Rotation</li> <li>• Other _____</li> <li>• Other _____</li> </ul>		
CD42	Provide nutrition care for people of diverse cultures and religions across lifespan.	<ul style="list-style-type: none"> <li>• Develop nutrition care plans for WIC participants assessed to be at nutritional risk.</li> <li>• Complete as appropriate in MNT rotations.</li> <li>• Other _____</li> <li>• Other _____</li> </ul>		

Community Nutrition Competencies				
	Competencies	Activity If activity is something other than listed, indicate activity, rotation and site	Date Completed	Rating (+,-,=)
CD43	Conduct community based health promotion/disease prevention programs	<ul style="list-style-type: none"> <li>• Community Based Food and Nutrition Programs Project -</li> <li>• Develop educational material to support use of foods for selected program (E.g. handout focused on population's nutrient needs, etc.)</li> <li>• Other _____</li> <li>• Other _____</li> </ul>		
CD44	Participate in development and evaluation of community based F&N program	<ul style="list-style-type: none"> <li>• Project in CO rotation</li> <li>• Participate in Food Bank, WIC</li> <li>• Other _____</li> <li>• Other _____</li> </ul>		
CD45	Supervise community based food and nutrition programs	<ul style="list-style-type: none"> <li>• Community Based Food and Nutrition Programs Project</li> <li>• Other _____</li> <li>• Other _____</li> </ul>		
CO2	Conduct community based food and nutrition program outcome assessment/evaluation.	<ul style="list-style-type: none"> <li>• Complete as part of community project</li> <li>• Other _____</li> <li>• Other _____</li> </ul>		
CO8	Develop a health promotion/disease prevention intervention project (perform)	<ul style="list-style-type: none"> <li>• Community Based Food and Nutrition Programs</li> <li>• Develop educational material to support use of foods for selected program</li> <li>• Other _____</li> <li>• Other _____</li> </ul>		

Food Service Management Competencies				
	Competencies	Activity If activity is something other than listed, indicate activity, rotation and site	Date Completed	Rating (+,=,-)
CD10	Supervise education and training for target group	<ul style="list-style-type: none"> <li>• Develop and implement an Employee training session during FS Rotation</li> <li>• Write a goal and objective for department education needs</li> <li>• Other _____</li> <li>• Other _____</li> </ul>		
CD4	Perform self assessment, prepare a portfolio for professional development and participate in lifelong learning	<ul style="list-style-type: none"> <li>• Complete assigned work in the “Primal Leadership, Learning to Lead,” by Daniel Coleman text</li> <li>• Complete assigned portions of portfolio for FS Management activities</li> <li>• Other _____</li> <li>• Other _____</li> </ul>		
CD19	Perform Marketing functions	<ul style="list-style-type: none"> <li>• Facility: identify topic to market, address all components for marketing plan</li> <li>• Self: describe how to market yourself for a job or business opportunity</li> <li>• Other _____</li> <li>• Other _____</li> </ul>		
CD14	Supervise quality improvement, including systems & customer satisfaction.	<ul style="list-style-type: none"> <li>• Develop and administer a satisfaction survey F S Rotation</li> <li>• Perform a tray accuracy audit, discuss impact of errors, control systems</li> <li>• Perform a test tray evaluation, write corrective action plan</li> <li>• Participate in CQI/QA program during FS Rotation</li> <li>• Select one topic to prepare a mock QA plan, check , do , act for facility</li> <li>• Write one goal and objective for QA related to the department</li> <li>• Other _____</li> <li>• Other _____</li> </ul>		
CD15	Develop & measure outcomes for F&N service and practice	<ul style="list-style-type: none"> <li>• Do meal audits for temps/time</li> <li>• Check trayline/meal setup</li> <li>• Develop or use form for measuring outcome</li> <li>• Complete CQI exercises on CD rom</li> <li>• Other _____</li> <li>• Other _____</li> </ul>		
CD16	Participate in organizational change, planning & goal-setting processes	<ul style="list-style-type: none"> <li>• Review P&amp;P for accuracy during FS Rotation</li> <li>• Develop policy or procedure during FS Rotation</li> <li>• Discuss recommended goal /organizational change for facility</li> <li>• Complete assigned portions and reflection of Primal Leadership book</li> <li>• Other _____</li> <li>• Other _____</li> </ul>		
CD17	Participate in business or operating plan development	<ul style="list-style-type: none"> <li>• Review kitchen layout for design change, identify design change, flow</li> <li>• Familiarize yourself with FS Department budget during FS Rotation</li> <li>• Observe/evaluate a business or operating plan for department</li> <li>• Write at least one goal and objective for budgetary concerns of department</li> <li>• Other _____</li> <li>• Other _____</li> </ul>		

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	Competencies	Activity If activity is something other than listed, indicate activity, rotation and site	Date Completed	Rating (+,-,=)
CD18	Supervise the collection and processing of financial data	<ul style="list-style-type: none"> <li>• Evaluate year-to-date budget with actual expenses during FS Rotation</li> <li>• Review vending procedures</li> <li>• Identify cash handling procedures</li> <li>• Prepare a bid for new or replacement equipment</li> <li>• Identify need/requirement for equipment (space, electricity, water, cleaning, cost )</li> <li>• Read one journal article on budget/financial issues</li> <li>• Other _____</li> <li>• Other _____</li> </ul>		
CD19	Perform marketing functions	<ul style="list-style-type: none"> <li>• Develop marketing plan for special function or promotion</li> <li>• Identify how the department budget is impacted</li> <li>• Identify customers of department. Include internal and external customers and how marketing differs</li> <li>• Other _____</li> <li>• Other _____</li> </ul>		
CD4	Professional portfolio plan	<ul style="list-style-type: none"> <li>• Complete portfolio work for FSM rotations</li> </ul>		
CD20	Participate in human resources functions	<ul style="list-style-type: none"> <li>• Review steps for hiring from position opening, job description, policies, interviewing and selection</li> <li>• Review the orientation process for new employees</li> <li>• Review legal considerations in hiring , discipline and discharge of employees</li> <li>• Review policy and procedure manual</li> <li>• Complete related assignments from the Primal Leadership text</li> <li>• Read one journal article on Human Resources</li> <li>• Observe and discuss an example of positive communication</li> <li>• Observe and discuss an example of negative communication</li> <li>• Other _____</li> <li>• Other _____</li> </ul>		
CD21	Participate in facility management, including equipment selection, design/redesign work units.	<ul style="list-style-type: none"> <li>• Review kitchen layout for design change</li> <li>• Identify opportunity for redesign, consider menus, staffing , equipment needs</li> <li>• Other _____</li> <li>• Other _____</li> </ul>		
CD22	Supervise integration financial, human, physical and material resources & services	<ul style="list-style-type: none"> <li>• Report finding of year-to-date expense versus budget, during FS Rotation</li> <li>• Review process and impact of capital expenditures</li> <li>• Discuss discrepancies in budgets and resulting action plans</li> <li>• Discuss process for annual budget preparation and approval</li> <li>• Complete schedule function on the CD rom</li> <li>• Other _____</li> <li>• Other _____</li> </ul>		

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	Competencies	Activity If activity is something other than listed, indicate activity, rotation and site	Date Completed	Rating (+,-,=)
CD23	Supervise production of food that meets nutrition guidelines, cost parameters, and consumer acceptance	<ul style="list-style-type: none"> <li>Plan and analyze a menu for health care</li> <li>Develop and administer a satisfaction survey</li> <li>Identify important factors to evaluate in food quality, labor and equipment costs, then discuss with Manager</li> <li>Special function or promotion project during FS Rotation – includes planning and budget, ordering to production, menu and clean up, price and overall acceptance</li> <li>Discuss cycle menus used in facility and relation to staffing, equipment and satisfaction surveys</li> <li>Write one goal and objective related to promotion</li> <li>Other _____</li> <li>Other _____</li> </ul>		
CD24	Supervise development and/or modification of recipes/formulas	<ul style="list-style-type: none"> <li>Oversee completion of a meal/recipe development or modification project, HACCP checkpoints included</li> <li>Develop a recipe to match food service department mission /goals</li> <li>Other _____</li> <li>Other _____</li> </ul>		
CD25	Supervise translation of nutrition into foods/menus for target populations	<ul style="list-style-type: none"> <li>Plan and analyze a menu for a health care facility</li> <li>Other _____</li> <li>Other _____</li> </ul>		
CD26	Supervise design of menus as indicated by the patient's/client's health status	<ul style="list-style-type: none"> <li>Plan and analyze a menu for health care facility</li> <li>State the intended use of the soft diet</li> <li>Analyze for calories, carbohydrate, fat, protein, sodium and Vitamin A and Vitamin C</li> <li>Other _____</li> <li>Other _____</li> </ul>		
CD27	Participate in applied sensory evaluation of F&N products	<ul style="list-style-type: none"> <li>Taste testing for current or new recipe or food product during FS rotation</li> <li>Develop a sensory ballot</li> <li>Other _____</li> <li>Other _____</li> </ul>		
CD28	Supervise procurement, distribution, and service within delivery systems	<ul style="list-style-type: none"> <li>Review Procurement Procedures</li> <li>Compare/contrast methods of food production, such as cook /chill, cook/serve</li> <li>Conduct inventory during foodservice rotation</li> <li>Oversee purchasing food for special meal/recipe during FS rotation</li> <li>Function as production supervisor as assigned</li> <li>Read one trade journal article on topic of procurement, production, service</li> <li>Other _____</li> <li>Other _____</li> </ul>		

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	Competencies	Activity If activity is something other than listed, indicate activity, rotation and site	Date Completed	Rating (+,=,-)
CD29	Manage safety and sanitation issues related to F&N	<ul style="list-style-type: none"> <li>• Review safety/sanitation policies</li> <li>• Complete safety and sanitation inspection, identify problem areas and plan of correction</li> <li>• Discuss results of inspection with Preceptor</li> <li>• Write complete , detailed cleaning procedure for selected piece of equipment</li> <li>Identify target department staff and education when writing procedure</li> <li>• Review and discuss disaster plan in facility</li> <li>• Read one trade journal article on topic of Safety and Sanitation</li> <li>• Write one goal and one objective related to safety and sanitation concerns in the department</li> <li>Other_____</li> <li>• Other_____</li> </ul>		
FS2	Manage menu development for target populations	<ul style="list-style-type: none"> <li>• Analyze for calories, carbohydrate, fat protein, sodium and Vitamin A and Vitamin C</li> <li>• Specify quantity, and preparation method</li> <li>Other_____</li> <li>• Other_____</li> </ul>		
FS3	Manage applied sensory evaluation of food and nutrition products	<ul style="list-style-type: none"> <li>• Develop a sensory ballot for recipe evaluation</li> <li>• Perform test tray evaluation</li> <li>Other_____</li> <li>• Other_____</li> </ul>		
BE3	Supervise procurement of resources	<ul style="list-style-type: none"> <li>• See CD 22, 28,</li> </ul>		

<b>Medical Nutrition Therapy Competencies</b>				
	<b>Competencies</b>	<b>Activity</b> If activity is something other than listed, indicate activity, rotation and site	<b>Date Completed</b>	<b>Rating (+,=,-)</b>
CD2	Refer clients/patients to other dietetics professionals or disciplines	<ul style="list-style-type: none"> <li>• Refer patients as needed throughout MNT and Community Nutrition Rotations</li> <li>• Other _____</li> <li>• Other _____</li> </ul>		
CD7	Supervise documentation of nutrition assessment and interventions	<ul style="list-style-type: none"> <li>• Review screenings, assessments, and documentation procedures during MNT and community nutrition rotations.</li> <li>• Complete appropriate medical record documentation</li> <li>• Other _____</li> <li>• Other _____</li> </ul>		
CD26	Supervise design of menus as indicated by the patient's/client's health status	<ul style="list-style-type: none"> <li>• Develop menu for patient based on health status during MNT Rotation</li> <li>• Other _____</li> <li>• Other _____</li> </ul>		
CD27	Participate in applied sensory evaluation of F&N products	<ul style="list-style-type: none"> <li>• Taste testing for current or new recipe or food product during FS rotation</li> <li>• Develop a sensory ballot</li> </ul>		
CD30	Supervise nutrition screening of individuals	<ul style="list-style-type: none"> <li>• Complete nutrition screening and indicate when further nutrition assessment is needed.</li> <li>• Review screening procedure with managing RD during Staff Relief</li> <li>• Other _____</li> <li>• Other _____</li> </ul>		
CD31	Supervise nutrition assessment of individuals w/ common medical conditions	<ul style="list-style-type: none"> <li>• Review and evaluate processes used to assess nutritional status of patients</li> <li>• Review and discuss results of screening, assessing, and documentation procedures with Managing RD</li> <li>• Complete appropriate medical record documentation</li> <li>• Other _____</li> <li>• Other _____</li> </ul>		
CD32	Assess nutritional status of individuals with complex medical conditions	<ul style="list-style-type: none"> <li>• Assess patients during MNT, especially nutrition support rotations</li> <li>• Complete appropriate medical record documentation</li> <li>• Other _____</li> <li>• Other _____</li> </ul>		
CD33	Design and implement nutrition care plans as indicated by health status	<ul style="list-style-type: none"> <li>• Complete nutrition care plans during MNT rotations using nutrition care process as assigned.</li> <li>• Complete appropriate medical record documentation</li> <li>• Other _____</li> <li>• Other _____</li> </ul>		
CD34	Manage monitoring of food and/or nutrient intake	<ul style="list-style-type: none"> <li>• Monitor patients in MNT rotations</li> <li>• Complete appropriate medical record documentation</li> <li>• Other _____</li> <li>• Other _____</li> </ul>		

<b>Medical Nutrition Therapy Competencies</b>				
	<b>Competencies</b>	<b>Activity</b> If activity is something other than listed, indicate activity, rotation and site	<b>Date Completed</b>	<b>Rating</b> (+,-,=)
CD35	Select, implement, and evaluate standard enteral and parenteral nutrition regimens	<ul style="list-style-type: none"> <li>• Nutrition Support rotation</li> <li>• Complete appropriate medical record documentation</li> <li>• Other _____</li> <li>• Other _____</li> </ul>		
CD36	Develop and implement transitional feeding plans	<ul style="list-style-type: none"> <li>• Develop and implement Nutrition Care Plan for transitional feeding during Nutrition Support rotation</li> <li>• Complete appropriate medical record documentation</li> <li>• Other _____</li> <li>• Other _____</li> </ul>		
CD37	Coordinate and modify nutrition care activities among caregivers	<ul style="list-style-type: none"> <li>• Consult with Social Worker to meet nutritional needs of selected patient</li> <li>• Coordinate care of patients during Staff Relief of MNT Rotation</li> <li>• Complete appropriate medical record documentation</li> <li>• Other _____</li> <li>• Other _____</li> </ul>		
CD38	Conduct nutrition care component of interdisciplinary team conferences	<ul style="list-style-type: none"> <li>• Complete medical rounds during MNT rotations.</li> <li>• Other _____</li> <li>• Other _____</li> </ul>		
CD39	Refer individuals to appropriate community services for general health and nutrition needs and to other primary care providers as appropriate	<ul style="list-style-type: none"> <li>• Refer patient to other health care professionals during MNT rotations.</li> <li>• Other _____</li> <li>• Other _____</li> </ul>		
CD46	Participate in coding and billing of dietetics/nutrition services to obtain reimbursement from public or private insurers	<ul style="list-style-type: none"> <li>• Nutrition Management lecture – review steps of billing code during MNT rotation</li> <li>• Other _____</li> <li>• Other _____</li> </ul>		
NT3	Supervise design through evaluation of nutrition care plan for patients/clients with complex medical conditions, e.g., those with renal disease, multisystem organ failure, or trauma.	<ul style="list-style-type: none"> <li>• Review and evaluate processes used to assess nutritional status of patients with complex medical conditions</li> <li>• Conduct Chart Review of Nutrition Care Documentation – Selecting at least one patient with complex medical conditions.</li> <li>• Develop, implement, and monitor nutrition care plans for patients with complicated health condition during MNT rotations.</li> <li>• Other _____</li> <li>• Other _____</li> </ul>		
NT6	Conduct counseling and education for patients/clients with complex needs, i.e., more complicated health conditions in select populations, e.g., renal disease, multi-system organ failure, trauma.	<ul style="list-style-type: none"> <li>• Develop, implement, and monitor nutrition care plans for patients with complicated health condition during MNT rotations.</li> <li>• Other _____</li> <li>• Other _____</li> </ul>		
NT9	Participate in waived point-of-care testing, such as blood glucose monitoring.	<ul style="list-style-type: none"> <li>• Other _____</li> <li>• Other _____</li> </ul>		