Nutrition and Dietetic Intern Handbook

2018 - 2019

CUNY SPH GRADUATE SCHOOL OF PUBLIC HEALTH & HEALTH POLICY

CUNY Graduate School of Public Health and Health Policy – Nutrition and Dietetics Internship
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When I get to the bottom
I go back to the top of the slide
Where I stop and turn
and I go for a ride
Till I get to the bottom and I see you again …

From: "Helter Skelter," the White Album, The Beatles (written by John Lennon and Paul McCartney), Apple records, 1968.

Welcome to your Internship!

Congratulations – and welcome to the **bottom**!

You have all worked hard and excelled in your DPD classes and done everything required to attain an NDI placement.

So now you find yourselves no longer at the top of the student world, but on the lowest rung of the Dietitian/Nutritionist world.

You should not think of yourselves as students anymore, but in a transitional phase of life, regardless of your age. You are entering as DPD graduates, but if all goes well you will come out the other end as Registered Dietitians! THAT is why you are here.

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What to Expect from the Internship Program

What the NDI Program Provides:

- Orientation
- A weekly seminar on topics in food / nutrition in the fall semester
- Occasional snacks
- Modules with lots of information to help with successful completion of your rotations
- Opportunities to work in a variety of settings in the New York Metropolitan area
- Scheduling of rotations with the interns' interests and preferences *taken into consideration*
- Activities and exercises to meet some of the ACEND learning objectives
- Information about and opportunities to attend conferences and workshops about food / nutrition topics
- Review for the RD exam in the spring semester
- A Verification Statement upon finishing the Internship program
- Assistance in obtaining the NYS CDN credential upon finishing the Internship program
- Opportunities to meet the MPH Fieldwork requirement
- Academic credits towards the MPH degree (if enrolled for credit) *

*Note the for-credit NDI is 12 credits in its entirety, there will be **no partial credits** given for anyone not completing the entire 9 month internship. There are absolutely **NO INCOMPLETES** for the Internship.

Things the DI Program does NOT provide include, but are not limited to:

- Financial Aid
- Housing
- Meal service (except as noted)
- Transportation
- Assistance with entitlements (i.e. Food Stamps)
- Psychological counseling / treatment
- Medical Care
- Childcare
- Or a guarantee of placement in any or all of the intern's preferred rotation sites
- **Also note: Interns are *not allowed* to "bump" another intern from an assigned rotation site.**

Disclaimer:
Matching / admission to the Nutrition and Dietetic Internship ***does not*** constitute a guarantee of program completion, passing the Registered Dietitian Exam, or obtaining gainful employment in any capacity. Duration of the program may be subject to change based on factors including, but not limited to, weather emergencies or other natural disasters, social and/or political unrest, budget modifications by public or private entities, changes in availability of rotation sites, absence or non-availability of preceptors, or failure of an intern to satisfactorily complete the work and/or time commitment for any rotation, which may result in a substantial delay in program completion.

The above disclaimer specifically **disavows liability** for any perceived damages due to any of the above by: The Nutrition and Dietetic Internship, Internship Director, Food & Nutrition in Public Health program, Department Chair,

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faculty, staff, or administrators, in addition to the CUNY Graduate School of Public Health and Health Policy, and the City University of New York.

Information about weather emergencies and other factors that may impact your attendance at rotation sites or DI Seminar is available from:

New York 1 – cable news station http://www.ny1.com/nyc/all-boroughs/weather.html

And

All News Radio AM **1010 WINS** https://player.radio.com/listen/station/1010-wins#.W39MlbonY2w

Class cancellations are posted on the NDI Blackboard pages.

Program Costs
http://sph.cuny.edu/student-services/student-finances/tuition-and-fees-information/

Traditional Track
Graduate Tuition Costs as of 2018 (6 credits per Semester, 12 credits total)

	Tuition	Internship Course Fee	University Student Senate Fee	Technology Fee	Consolidated Service Fee	Student Activities Fee	**Total**
NYS Resident	$5,760.00	$150	$1.45	$62.50	$15.00	$40.00	**$6,028.95**
Out-of- State Resident	$10,260.00	$150	$1.45	$62.50	$15.00	$40.00	**$10,528.95**

SOPHAS Application Fee = $125
Internship Program Application Fee = $100 (paid *before* DICAS/D&D Digital Matching)

Traditional track interns are enrolled in the Dietetic Internship Program **only** (without additional MPH courses) and are registered for 6 credits per semester. Although interns are considered full-time by the Dietetic Internship Program, they are considered part-time by the Registrar for calculation of tuition and fees. Interns must pay tuition and fees in full at the time of registration each semester. Without full payment interns will not be considered registered and will not be admitted to Internship Seminar or rotations.

Dietetic Interns who require proof that they are enrolled in a full-time program can request a letter of full-time status from the Dietetic Internship Director.

Meals are the responsibility of interns. However, some meals may be provided by rotation sites.

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Interns are responsible for their own transportation to and from assigned sites. Whenever possible, practice sites have been selected which are easily accessible by public transportation and are located in generally safe neighborhoods.

Estimated costs for NYC

Housing – Cost are *highly variable*, if sharing a rental apartment with at least one room-mate ~ $14,400 /year + Utilities. Most landlords also expect 1st and last month's rent up front.

Books – In addition to basic reference books that may have been purchased during undergraduate study, $50 – 100.

Transportation – NYC Metrocard minimum of $28 per week
See http://web.mta.info/nyct/fare/FaresatAGlance.htm#GetBestValue for more information about Metrocard options.

Food – Depends on what you usually eat; average is about $2,000 – 2,500/year.

Insurance – Health Insurance average cost $1,400/year **AND** Liability Insurance $34/year

Incidentals - (Entertainment, apparel, other) – Average $2,700/year

On-Line Internship (Non-Credit)

Application Fee	Program Fee	Internship Fee	Total
$100	$1,700	$150	$1,950

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Before you can begin the Internship, all of these essential documents must be collected by the NDI Director.

Nutrition and Dietetic Internship Checklist

_____ 1. **On-site/for-credit interns** enroll in CUNYFirst

_____ 2. **All interns** apply for Student Professional Liability Insurance **beginning August 1st** and submit copy of memorandum of insurance to Dr. Gaba by **the first day of orientation**.

_____ 3. **On-site interns** submit your record of immunization to the Admissions Office by **August 1st. All interns** submit a copy of this information to Dr. Gaba by **the first day of orientation**. Be sure to include results of *physical* and *drug screening*.

_____ 4. **All interns** submit copy of your medical health insurance to Dr. Gaba by **the first day of orientation.**

_____ 5. **All interns** obtain and submit your Original Verification Statement to the Dr. Gaba by **the first day of orientation.**

_____ 6. **All interns** obtain and submit an official transcript from the school where you received your BS or BA degree (*and* school where you did your DPD course work if not the same school) to Dr. Gaba by **the first day of orientation**. Remember: This transcript **must state that the degree HAS BEEN AWARDED**.

_____ 7. **All interns** send a copy of your Academy of Nutrition and Dietetics student membership card, (if you are a member) to Dr. Gaba by the **first day of Orientation.**

_____ 8. **Internship Course Fee** – **All interns** send check or money order for $150 payable to **CUNY SPH** to Dr. Gaba by the **first day of Orientation.**

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While your DPD coursework has prepared you to begin your dietetic internship, it is critical that you begin your rotations with the right tools to ensure your success. It is also important to be aware of the most current questions and information in the field. The suggested texts below have been ordered to the bookstore, and will be available during orientation week, however you may be able to obtain them less expensively elsewhere.

Suggested Text Books

Nutrition and Diagnosis-Related Care, Sylvia Escott-Stump, Lippincott Williams & Wilkins

Introduction to Foodservice,(formerly West and Wood) June Payne-Palacio and Monica Theis, Pearson/ Prentice Hall.

Food – Medication Interactions, Zaneta M. Pronsky, MS, RD, LDN, FADA,

Additional articles and materials will be included the Intern Seminar will be posted to Blackboard and/or handed out in class.

If you have not completed all the assignments, you will not be able to get a Verification Statement for the NDI.

Internship Hours – What to Count Towards Required Time

As per ACEND's requirements, the ***minimum*** number of hours of supervised practice (internship) that are necessary for credentialing is 1200. All interns document their activities and hours completed in the Intern Log (see Intern Assignments document).

Of the many things that interns do, only certain ones "count" towards the supervised practice requirement. The table below clarifies how to categorize your activities.

Count	**Don't Count**
Hours working at a site	NDI Orientation
Lunch time / breaks at sites, as part of the regular work week	Lunch or other meals at home or at conferences
Meetings at sites, both staff meetings and in-service meetings	NDI Seminar
Time spent writing modules	Preparatory reading for rotations
Time spent creating e-portfolio	Time spent documenting activities (e.g. your internship log)
Time at conferences	Reading/writing e-mails or texts unless part of an assignment from preceptor
Activities on "road trips" with preceptor	Sleeping, socializing, etc. on road trips
Social media work for preceptor	Social media for yourself
Work done for preceptor away from the site if it will be submitted to preceptor	"Suggested" activities done for your own knowledge.
Times spent on seminar assignments *except your logs*	Conversations with NDI Director
Work done for the Open House	Partying at Graduation

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Keep a copy of the NDI "To Do" Check List. (See below.) The purpose of this list is to help you *stay on track* for all that you have to do this year, as well as help you to organize your e-portfolio.

2018 – 2019 NDI "To Do" Check List

Restaurant Review ____ Service Improvement Project ___ Informatics Project _____

Policy Blog _____ Community Education Project _____ Sustainability Evaluation Report ___

Nutrition Focused Physical Assessment Activity _____
Coding and Billing Assignment _____

Internship Open House (speaker/writer and/or host/hostess) ____
Professional Development Plan ___

Conference Papers:

1. Clinical _____
2. Food Service / Management _____
3. Community / Public Health _____
4. Other _____

On-Line Modules:

WIC Training _____

CITI _____

Clinical Modules

1. _____ GI disorders
2. _____ CVD/Obesity
3. _____ Diabetes
4. _____ Renal disease
5. _____ Oncology
6. _____ Infectious Disease / HIV
7. _____ Neuro / Dementia
8. _____ Nutrition Support
9. _____ Behavioral Health
10. _____ Pediatrics
11. _____ Malnutrition

Chart Reviews

1._____
2._____
3._____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____

FS/Management Module _____

Rotation Location	Journal / Log dates	NDI Eval of Site done	Preceptor Eval of NDI done
Policy			
Informatics			
Clinical/MNT			

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Food Service			
Community / Public Health			

Welcome to the CUNY SPH, where all the women are strong, all the men are good-looking, and all the interns are above average.

-adapted from Garrison Keillor, in a Prairie Home Companion.

When preceptors agree to host interns from our program, many of them ask me to "send us the ***very best*** intern(s) you have this year." And I tell them that is what I am going to do. Nobody thinks I am lying to them. So ALL of you should be my best intern, and consider yourself a representative of CUNY when you are out in the world.

This not only can have a positive effect on your career, it can also open doors for the interns who will come after you. A preceptor who is pleased with the performance of the intern they have this year, will want to come back to us, and maybe even increase the number of interns she/he is willing to host each year.

Expectations of Dietetic Interns

When you enter the Dietetic Internship program, we expect that you will:

1. **Be able to write and speak clear, coherent English so that others can understand you.**
2. **Have access to a computer on a regular basis.** The internship has a few lap-tops available for short-term use by interns.
3. **Maintain an e-mail account, check your e-mail *daily*, and reply promptly to messages**. All CUNY SPH for-credit students are provided with an SPH e-mail address. You may also use your own internet provider (such as G-Mail, Yahoo, Hotmail, etc.).
4. **Possess basic computer skills, including MS Office, Publisher, Excel, End Notes, etc. and finding *appropriate* information on the internet.**

5. All dietetic interns are expected to dress professionally.
In general this is considered to be business attire, or *as appropriate to the specific rotation's work setting*. Hosiery or socks and closed shoes are required for clinical and food service rotations. Long hair must be clipped back securely, and protective hair covering (hat/hairnet) is generally required for food service management rotations. During the clinical rotations, a white lab coat is required. When attending a seminar or professional meeting representing the NDI program, business attire is required for everyone.

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When on duty in the rotation facilities, the student shall *follow the regulations for that facility*. Identification badges are to be worn at all times when on duty. These may either be the CUNY SPH ID or one supplied by the rotation facility.

6. Interns are expected to be polite and respectful to their preceptors and everyone at the rotation sites.

Bear in mind that even the most ignorant person on earth could have one little clue to life that could be valuable to you. Pay attention. Keep your eyes and ears open for what you can learn from ANYONE. You should be respectful of everyone you meet. Our preceptors are a diverse group of people, just as our interns are. They may be significantly younger or older than you are, or different in some other way. You may also be working with someone who is not a Registered Dietitian. Never think that you know everything that there is to know, or that someone (like a clerk or kitchen worker) can not teach you anything. If you have an issue with a preceptor, speak to her / him about it first, then the Clinical Nutrition Manager or site supervisor, and finally, if unable to resolve it any other way, bring it to the attention of the NDI Director. Interns should strive to model professional behavior in all settings, even if others are not behaving in the way most conducive to that standard. ***Avoid*** the temptation to get involved in office politics at any of your rotation sites.

The "world" of each rotation setting is unique. Be respectful of the policies and norms of behavior in each work setting. (For example, the usual way to answer the office telephone, the locations where it is acceptable to eat or drink, lunch and break times, use of cell phones, etc.)

Interns should accept any and all assignments from preceptors, provided such assignments are not unethical, illegal or dangerous. Bearing in mind that "scutt" activities (such as filing or making photocopies) performed by interns can free up more of the preceptor's time for more substantive discussions and teaching at a later point in the day. Offer to help anywhere that you can.

About "Clinical Judgment"

You may hear your preceptors speaking about *using clinical judgment*. This is sometimes a difficult concept for interns, who are used to looking up the "right" answer to every question. However, clinical judgment isn't something that you can just pick up from a book.

For example, you can study all about quantum mechanics and spectroscopy and eye/brain physiology, but unless you learned your colors, probably back in elementary school, you will still not understand what "green" means, or when to describe something as "light green" or "dark green" etc. The technical knowledge may be there, but the concept is not. Likewise,

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you can think about cooking: read food magazines, watch the cooking channel, read food science text books, and STILL not be a good cook. Experience, trial and error, and finally an almost automatic sense of what *feels* right are important determinants distinguishing a competent cook following a recipe exactly, from an excellent cook who just does it, and can be creative and innovative with it.
Clinical judgment is *different from critical thinking*. Critical thinking looks at the big picture and how everything fits together, how this new piece of information attaches to what you already know, how changes in one part of a system impact other parts of the system, or the world. This is all an important part of being an educated person, but it is not clinical judgment.

Clinical judgment stems from a base of evidence based technical knowledge, but adds multiple experiences of applying that knowledge in real life situations where random actions are also happening. Like doing a dance, or playing a sport, or some other physical skill, practice, a LOT of practice is essential to getting it. Once you "get it" even a little bit of it, the rest is all much easier; it's just more practice. You develop your clinical judgment by using your clinical judgment. It's not in a book. No one can just GIVE IT TO YOU any more than they could make you a great tennis player by having you read books about tennis.

You can learn from the examples set by your preceptors, but true cultivation of clinical judgment is up to you.

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7. Interns should refrain from personal telephone conversations and/or texting while on duty at any rotation site.

8. Interns should avoid engaging in office politics and unprofessional discussions or gossip.

9. Interns are encouraged to thank their preceptors for the opportunity to work with them.

Writing Thank-You Notes

Writing a thank-you note is a small but gracious way to repay kindness and to make sure that others feel appreciated. Moreover, your note of thanks provides tangible evidence of your appreciation. A thank-you note, especially one that is hand-written, will be appreciated, and long remembered, by those who have hosted you, helped you with a project, lent or given you materials, offered a sympathetic ear, or any other generous acts. The list of possibilities is boundless. For many people, receiving a note of appreciation usually pleases them far beyond the expectations of the note-writer. In fact, notes of thanks attain an almost trophy-like

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status, and are often saved and displayed. While you may not feel that you can rise to the heights of perfect prose, common courtesy and consideration for the feelings of others demand that you always take the time to thank those who have spent time, money, or effort on your behalf.

The notes you write demonstrate your thoughtfulness, good manners, and classiness. By demonstrating your thoughtfulness and attention to detail, the recipient's good opinion of you is reinforced. What's more, you'll find that expressing your gratitude in writing comes with a surprising level of personal satisfaction.

Most people use decorated note cards, the kind you buy in boxed sets, for thank-you notes. Note paper, decorated or not, is also a good choice. Of course you'll want to write these notes by hand, using either blue or black ink. Experts advise using cursive writing, not printing, unless you handwriting is very illegible. Some experts also advise that you begin your note on the bottom half of the note card if you are using the folding variety. If you want to use the whole page to show your appreciation, go ahead.

Some tips for writing thank-you notes:

- *Make it personal. Use the pronouns I and you, just as you would when carrying on a conversation. Make it clear by the letter contents that you wrote the letter only for the recipient. Avoid form letters.*
- *Be yourself. Your thank-you note should sound like you. It should be conversational and friendly, not stiff and formal. But don't go overboard. Choose your words and phrases carefully. You want your letter to be graceful and polished.*
- *Make it lively. Avoid stodgy cliches, such as "your patronage is appreciated" or "I wish to state". Instead, use livelier and more personal phrases such as "I was delighted by" or "I have been fortunate to" or "I want you to know."*
- *Use correct spelling and grammar. Use a dictionary if you're unsure about spelling.*

From: The Art of Thank You – Crafting Notes of Gratitude

by Connie Leas

MJF Books, New York, 2002

10. All interns should familiarize themselves with the HIPPA regulations (see below) and comply with these in all facilities

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Health Insurance Portability and Accountability Act (HIPAA)

(Also known as the Kennedy-Kassebaum Bill, the Kassebaum-Kennedy Bill, K2, or Public Law 104-191.)

HIPAA (**híp**-uh) which stands for the Health Insurance Portability and Accountability Act of 1996, is a set of rules to be followed by doctors, hospitals, and other health care providers. HIPAA took effect on April 14, 2006. HIPAA helps ensure that all medical records, medical billing, and patient accounts meet certain consistent standards with regards to documentation, handling and privacy. In addition, HIPAA requires that all patients be able to access their own medical records, correct errors or omissions, and be informed how personal information is shared or used. Other provisions involve notification of privacy procedures to the patient. HIPAA provisions have led to many cases of extensive overhauling of medical record and billing systems.

"Individually identifiable health information" is information, including demographic data, that relates to:

- the individual's past, present, or future physical or mental health or condition
- the provision of health care to the individual, or
- the past, present, or future payment for the provision of health care to the individual,

and that identifies the individual or for which there is a reasonable basis to believe can be used to identify the individual. Individually identifiable health information includes many common identifiers, such as name, address, birth date, Social Security Number,

or medical record number.

Also see: Centers for Medicare and Medicaid Services (CMS)
https://www.hhs.gov/hipaa/for-professionals/index.html

11. All interns must read and familiarize themselves with the Academy of Nutrition and Dietetics' Code of Ethics. (See below.)

Code of Ethics
for the Nutrition and Dietetics Profession
Effective Date: June 1, 2018

Preamble:
When providing services the nutrition and dietetics practitioner adheres to the core values of customer focus, integrity, innovation, social responsibility, and diversity. Science-based decisions, derived from the best available research and evidence, are the underpinnings of ethical conduct and practice.

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This Code applies to nutrition and dietetics practitioners who act in a wide variety of capacities, provides general principles and specific ethical standards for situations frequently encountered in daily practice. The primary goal is the protection of the individuals, groups, organizations, communities, or populations with whom the practitioner works and interacts.
The nutrition and dietetics practitioner supports and promotes high standards of professional practice, accepting the obligation to protect clients, the public and the profession; upholds the Academy of Nutrition and Dietetics (Academy) and its credentialing agency the Commission on Dietetic Registration (CDR) Code of Ethics for the Nutrition and Dietetics Profession; and shall report perceived violations of the Code through established processes.
The Academy/CDR Code of Ethics for the Nutrition and Dietetics Profession establishes the principles and ethical standards that underlie the nutrition and dietetics practitioner's roles and conduct. All individuals to whom the Code applies are referred to as "nutrition and dietetics practitioners". By accepting membership in the Academy and/or accepting and maintaining CDR credentials, all nutrition and dietetics practitioners agree to abide by the Code.

Principles and Standards:
1. **Competence** and professional development in practice (Non-maleficence) Nutrition and dietetics practitioners shall:
a. Practice using an evidence-based approach within areas of competence, continuously develop and enhance expertise, and recognize limitations.
b. Demonstrate in depth scientific knowledge of food, human nutrition and behavior.
c. Assess the validity and applicability of scientific evidence without personal bias.
d. Interpret, apply, participate in and/or generate research to enhance practice, innovation, and discovery.
e. Make evidence-based practice decisions, taking into account the unique values and circumstances of the patient/client and community, in combination with the practitioner's expertise and judgment.
f. Recognize and exercise professional judgment within the limits of individual qualifications and collaborate with others, seek counsel, and make referrals as appropriate.
g. Act in a caring and respectful manner, mindful of individual differences, cultural, and ethnic diversity.
h. Practice within the limits of their scope and collaborate with the inter-professional team.

2. **Integrity** in personal and organizational behaviors and practices (Autonomy) Nutrition and dietetics practitioners shall:
a. Disclose any conflicts of interest, including any financial interests in products or services that are recommended. Refrain from accepting gifts or services which potentially influence or which may give the appearance of influencing professional judgment.
b. Comply with all applicable laws and regulations, including obtaining/maintaining a state license or certification if engaged in practice governed by nutrition and dietetics statutes.
c. Maintain and appropriately use credentials.
d. Respect intellectual property rights, including citation and recognition of the ideas and work of others, regardless of the medium (e.g. written, oral, electronic).
e. Provide accurate and truthful information in all communications.
f. Report inappropriate behavior or treatment of a patient/client by another nutrition and dietetics practitioner or other professionals.
g. Document, code and bill to most accurately reflect the character and extent of delivered services.
h. Respect patient/client's autonomy. Safeguard patient/client confidentiality according to current regulations and laws.
i. Implement appropriate measures to protect personal health information using appropriate techniques (e.g., encryption).

3. **Professionalism** (Beneficence)
Nutrition and dietetics practitioners shall:
a. Participate in and contribute to decisions that affect the well-being of patients/clients.
b. Respect the values, rights, knowledge, and skills of colleagues and other professionals.

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c. Demonstrate respect, constructive dialogue, civility and professionalism in all communications, including social media.
d. Refrain from communicating false, fraudulent, deceptive, misleading, disparaging or unfair statements or claims.
e. Uphold professional boundaries and refrain from romantic relationships with any patients/clients, surrogates, supervisees, or students.
f. Refrain from verbal/physical/emotional/sexual harassment.
g. Provide objective evaluations of performance for employees, coworkers, and students and candidates for employment, professional association memberships, awards, or scholarships, making all reasonable efforts to avoid bias in the professional evaluation of others.
h. Communicate at an appropriate level to promote health literacy.
i. Contribute to the advancement and competence of others, including colleagues, students, and the public.

4. **Social responsibility** for local, regional, national, global nutrition and well-being (Justice)
Nutrition and dietetics practitioners shall:
a. Collaborate with others to reduce health disparities and protect human rights.
b. Promote fairness and objectivity with fair and equitable treatment.
c. Contribute time and expertise to activities that promote respect, integrity, and competence of the profession.
d. Promote the unique role of nutrition and dietetics practitioners.
e. Engage in service that benefits the community and to enhance the public's trust in the profession.
f. Seek leadership opportunities in professional, community, and service organizations to enhance health and nutritional status while protecting the public.

Glossary of Terms:
Autonomy: ensures a patient, client, or professional has the capacity and self-determination to engage in individual decision-making specific to personal health or practice.[1]
Beneficence: encompasses taking positive steps to benefit others, which includes balancing benefit and risk.[1]
Competence: a principle of professional practice, identifying the ability of the provider to administer safe and reliable services on a consistent basis.[2]
Conflict(s) of Interest(s): defined as a personal or financial interest or a duty to another party which may prevent a person from acting in the best interests of the intended beneficiary, including simultaneous membership on boards with potentially conflicting interests related to the profession, members or the public.[2]
Customer: any client, patient, resident, participant, student, consumer, individual/person, group, population, or organization to which the nutrition and dietetics practitioner provides service.[3]
Diversity: "The Academy values and respects the diverse viewpoints and individual differences of all people. The Academy's mission and vision are most effectively realized through the promotion of a diverse membership that reflects cultural, ethnic, gender, racial, religious, sexual orientation, socioeconomic, geographical, political, educational, experiential and philosophical characteristics of the public it services. The Academy actively identifies and offers opportunities to individuals with varied skills, talents, abilities, ideas, disabilities, backgrounds and practice expertise."[4]
Evidence-based Practice: Evidence-based practice is an approach to health care wherein health practitioners use the best evidence possible, i.e., the most appropriate information available, to make decisions for individuals, groups and populations. Evidence-based practice values, enhances and builds on clinical expertise, knowledge of disease mechanisms, and pathophysiology. It involves complex and conscientious decision-making based not only on the available evidence but also on client characteristics, situations, and preferences. It recognizes that health care is individualized and ever changing and involves uncertainties and probabilities. Evidence-based practice incorporates successful strategies that improve client outcomes and are derived from various sources of evidence including research, national guidelines, policies, consensus statements, systematic analysis of clinical experience, quality improvement data, specialized knowledge and skills of experts.[2]

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Justice (social justice): supports fair, equitable, and appropriate treatment for individuals1 and fair allocation of resources.
Non-Maleficence: is the intent to not inflict harm.[1]

References:

1. Fornari A. Approaches to ethical decision-making. J Acad Nutr Diet. 2015;115(1):119-121.
2. Academy of Nutrition and Dietetics Definition of Terms List. June, 2017 (Approved by Definition of Terms Workgroup Quality Management Committee May 16, 2017). Accessed October 11, 2017. http://www.eatrightpro.org/~/media/eatrightpro%20files/practice/scope%20standards%20of%20practice/academydefinitionoftermslist.ashx
3. Academy of Nutrition and Dietetics: Revised 2017 Standards of Practice in Nutrition Care and Standards of Professional Performance for Registered Dietitian Nutritionists. J Acad Nutr Diet. 2018; 118: 132-140.
4. Academy of Nutrition and Dietetics "Diversity Philosophy Statement" (adopted by the House of Delegates and Board of Directors in 1995).

Americans with Disabilities Act - What it means for Dietetic Interns

The Americans with Disabilities Act gives civil rights protections to individuals with disabilities similar to those provided to individuals on the basis of race, color, sex, national origin, age, and religion. It guarantees equal opportunity for individuals with disabilities in public accommodations, employment, transportation, state and local government services, and telecommunications.

Employment (and internship) discrimination is prohibited against "qualified individuals with disabilities." This includes applicants for employment, employees, and interns. An individual is considered to have a "disability" if s/he has a physical or mental impairment that substantially limits one or more major life activities, has a record of such an impairment, or is regarded as having such an impairment.
These must substantially limit major life activities such as seeing, hearing, speaking, walking, breathing, performing manual tasks, learning, caring for oneself, and working. An individual with epilepsy, paralysis, HIV infection, AIDS, a substantial hearing or visual impairment, mental retardation, or a specific learning disability is covered, but an individual with a minor, non-chronic condition of short duration, such as a sprain, broken limb, or the flu, generally would not be covered.
The second part of the definition protecting individuals with a record of a disability would cover, for example, a person who has recovered from cancer or mental illness.
The third part of the definition protects individuals who are regarded as having a substantially limiting impairment, even though they may not have such an impairment. For example, this provision would protect a qualified individual with a severe facial disfigurement from being denied employment because an employer feared the "negative reactions" of customers or co-workers.

A qualified individual with a disability is a person who meets legitimate skill, experience, education, or other requirements of an employment position that s/he holds or seeks, and who can perform the essential functions of the position with or without reasonable accommodation. Requiring the ability to perform "essential" functions assures that

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an individual with a disability will not be considered unqualified simply because of inability to perform marginal or incidental job functions.

Applicants to the internship who have a disability must meet all **the same qualifications** as those without a disability.

Reasonable accommodation is any modification or adjustment to a job or the work environment that will enable a qualified applicant or employee with a disability to participate in the application process or to perform essential job functions. Reasonable accommodation also includes adjustments to assure that a qualified individual with a disability has rights and privileges in employment equal to those of employees without disabilities.

Employers (educators, preceptors) are not required to lower quality or quantity standards as an accommodation**;** nor are they obligated to provide personal use items such as glasses or hearing aids.

An employer is only required to accommodate a "known" disability of a qualified applicant or employee. If the individual does not request an accommodation, the employer is not obligated to provide one except where an individual's known disability impairs his/her ability to know of, or effectively communicate a need for, an accommodation that is obvious to the employer. If a person with a disability requests, but cannot suggest, an appropriate accommodation, the employer and the individual should work together to identify one.

The individual with a disability requiring the accommodation must be otherwise qualified, and the disability must be known to the employer. In addition, an employer is not required to make an accommodation if it would impose an "undue hardship" on the operation of the employer's business. "Undue hardship" is defined as an "action requiring significant difficulty or expense" when considered in light of a number of factors. These factors include the nature and cost of the accommodation in relation to the size, resources, nature, and structure of the employer's operation.

An employer is not required to reallocate essential functions of a job as a reasonable accommodation.

Interns who need accommodation of a disability must inform the DI Director of their disability, and provide medical documentation of this, prior to beginning the internship, along with their request for "reasonable accommodation" that, if given, will allow them to successfully complete all internship requirements.

Adapted from: ADA Questions and Answers, U.S. Dept of Justice.
http://www.ada.gov/pubs/ada.htm

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Who's Who?

Meet the Faculty

Ann Gaba, EdD, RD, CDN, CDE, FAND
Assistant Professor
Dietetic Internship Director
Areas of Interest: Nutrition education, experiential teaching and learning, and nutritional factors in the prevention and care of movement disorders.
http://sph.cuny.edu/people/anngaba/

Nevin Cohen PhD
Associate Professor
Research Director, CUNY Urban Food Policy Institute
Areas of Interest: Urban food policy; social practice theory and food systems; food justice, access, and sovereignty.
http://sph.cuny.edu/people/nevincohen/

Karen Flórez DrPh
Assistant Professor
Areas of Interest: Diet-related disparities; social determinants of diet-related diseases; immigrant health; health in the Hispanic community, pediatric obesity.
http://sph.cuny.edu/people/karenflorez/

Nicholas Freudenberg DPH
Distinguished Professor, Public Health and Social/Personality Psychology
Director, CUNY Urban Food Policy Institute
Area of Interest: Public health policy, community health interventions, incarceration and health, impact of corporate practices on health.
http://sph.cuny.edu/people/nicholasfreudenberg/

Ghada Soliman MD, PhD, RD
Associate Professor
Areas of Interest: malnutrition and obesity, school nutrition, developing healthy behavior in children, built environment and food policies; and mammalian Target of Rapamycin.
http://sph.cuny.edu/people/ghadasoliman/

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Now that you know the faculty, let's talk about …

NETWORKING

We have all heard about networking, and how much having a great network of people around you can be a great boost to your career. If you already have a collection of business cards and contact information, that is a good start. Who you know can be important, but perhaps even MORE important is who knows YOU. The Dietetic Internship is a great way to let other people know who you are and what you can do. A good number of recent graduates have been hired by one of the places where they did a DI rotation. Even if you don't see yourself continuing in any of your rotation sites, your preceptors also have friends and acquaintances. She/he might know just the person you need to meet to land a great position.

Another good place to network is at professional meetings and conferences. Don't just stick with the people you know. Ask questions of the speakers, or organizers, or wait staff. People usually like to talk about what they do, or like, or even what they don't like.

So – SCHMOOZE!!

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Getting to know . . .

THE ACADEMY OF NUTRITION AND DIETETICS

Founded in 1917 as the American Dietetic Association, the organization changed its name to the Academy of Nutrition and Dietetics in 2012. The over 100,000 members in the US and abroad help shape the food choices and impact the nutritional status of the public. The membership includes dietitians, dietetic technicians, students, and others holding baccalaureate and advanced degrees in nutrition and dietetics.

How does AND benefit its members? AND provides resources for member career development through the annual Food and Nutrition Conference and Exposition (FNCE). FNCE is the Academy's premier educational and networking event, which is a showcase for the latest products, services, and technology from more than 350 leading food and nutrition organizations. AND members can build skills and stay current in their specialty area through dietetic practice groups (DPGs), and Member Interest Groups (MIGs) which offer networking contacts, practice-related publications, scholarships, and continuing professional education workshops.

Annual Food & Nutrition Conference & Exhibition

Where is it?
2018 – Washington DC
2019 – Philadelphia
2020 – Indianapolis
2021 – New Orleans
2022 – Orlando
2023 - Denver

Interns are strongly encouraged to attend!

Groups
Dietetic Practice Groups are professional-interest groups, made up of Academy of Nutrition and Dietetics members, who wish to connect with other members within their areas of interest and/or practice. These "organizations within an organization" help members to find their special niche in a large profession.
https://www.eatrightpro.org/membership/academy-groups/dietetic-practice-groups

There several Member Interest Groups (MIGs) comprised of AND members who exchange information related to common interests. https://www.eatrightpro.org/membership/academy-groups/member-interest-groups

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AND members select an affiliate (state) dietetic association. Members who live in New York City are also encouraged to join the Greater New York Dietetic Association (GNYDA).

http://www.eatrightny.org/
http://www.gnyda.org/

Journal/ Publications

The Journal of The Academy of Nutrition and Dietetics http://www.andjrnl.org/ and the Food and Nutrition Magazine www.FoodandNutrition.org supply members with current food and nutrition research and practice information, as well as Academy news.
Position and Practice papers on a variety of topics are available at:
http://www.eatright.org/positions/

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Stress Management Resources

The many and varied demands of the dietetic internship can cause interns to feel stressed.

Managing the daily stress level is ultimately up to each individual, but there are many resources available to help with this.

Balancing the demands of internship and personal life can be challenging. Here are some resources to help when things get rough.

How to Reduce Stress

Many stresses can be changed, eliminated, or minimized.
Here are some things you can do to reduce your level of stress:
Become aware of your own reactions to stress.

- Reinforce positive self-statements.
- Focus on your good qualities and accomplishments.
- Avoid unnecessary competition.

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- Develop assertive behaviors.
- Recognize and accept your limits. Remember that everyone is unique and different.
- Exercise regularly.
- Eat a balanced diet daily.
- Talk with friends or someone you can trust about your worries/problems.
- Learn to use your time wisely:
    - Evaluate how you are budgeting your time.
    - Plan ahead and *avoid procrastination*.
    - Make a weekly schedule and try to follow it.
- Set realistic goals.
- Set priorities.
- Practice relaxation techniques. For example, whenever you feel tense, slowly breathe in and out for several minutes.

Stress Management Resources On-line

Take a break and check out some of these links for ideas.

http://health.discovery.com/centers/stress/index/stressindex.html

http://www.nlm.nih.gov/medlineplus/stress.html

http://blogs.yogajournal.com/audio/savasana.mp3

http://www.youtube.com/watch?feature=player_embedded&v=zsCVqFr6j1g

http://www.mindful.org/adorable-animated-mice-explain-meditation-in-2-minutes/

Cute Puppies and Kittens!

http://animal.discovery.com/tv-shows/too-cute/games-more/kitten-cam.htm

https://www.animalplanet.com/tv-shows/too-cute/videos/a-basket-full-of-kittens

https://www.youtube.com/watch?v=PO9_paaLQnk

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And… **Just Keep Swimming!**

http://www.youtube.com/watch?feature=player_embedded&v=4WVoC_CJbow

AND ,,,, There's an App for that!

T2 Mood Tracker

Happify

MindShift

buddhify - mindfulness & meditation for modern life

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Some On-line Resources for Nutrition & Health

Government

US Dept. Agriculture (USDA) home page contains important nutrition, child, and family information.
www.usda.gov

USDA Food and Nutrition Information Service
https://www.nal.usda.gov/fnic

USDA Agricultural Research Service includes food composition databases.
http://www.ars.usda.gov/Aboutus/docs.htm?docid=6300

Food and Drug Administration (FDA) provides professional and public information on drugs, food-borne illnesses, new devices, and links to related pages.
www.fda.gov

US Dept Health & Human Services home page.
http://www.hhs.gov/

National Health Information Clearinghouse of the Office of Disease Prevention Health Promotion, DHHS offers information on ODPHP clearinghouses, publications and proceedings for the Partnerships for Networked Consumer Health Information Conferences.
http://www.health.gov/nhic/

Health People 2020
https://www.healthypeople.gov/

National Library of Medicine (NLM) provides free access to MEDLINE using Internet Grateful Med, full text practice guideline documents, health services research resources, and environmental-toxicology information resources.
www.nlm.nih.gov

PubMed for Medline searches of journals in the National Library of Medicine.
http://www.ncbi.nlm.nih.gov/PubMed/

National Institutes of Health (NIH) links to all its constituent institutes which provide health education materials on diverse topics, including AIDS, aging, child health, communication disorders, cancer, genetics, and others.
www.nih.gov

National Institute of Diabetes and Digestive and Kidney Diseases
http://www2.niddk.nih.gov/

National Heart Lung and Blood Institute
http://www.nhlbi.nih.gov/

NIH Office of Dietary Supplements
https://ods.od.nih.gov/

NIH Office of Rare Diseases

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http://rarediseases.info.nih.gov/default.aspx

National Center for Alternative and Complementary Medicine
http://nccam.nih.gov/

Weight Control Information Network
http://win.niddk.nih.gov/index.htm

Women's Health Initiative
http://www.nhlbi.nih.gov/whi/

Health Resources and Services Administration
http://www.hrsa.gov/

Maternal and Child Health Bureau
http://www.mchb.hrsa.gov/

CDC covers epidemiological data through WONDER and NCHS; advises travelers on health precautions; lists job opportunities; publishes condition based health information; and lists distance learning programs offered through the Public Health Training Network (PHTN).
www.cdc.gov

Environmental Protection Agency (EPA) produces environmental information on a wide range of topics and links to other related organizations.
www.epa.gov

New York Online Access to Health disseminates a wealth of topical health information, links to medical databases and Internet resources, and statistical data for NY in English and Spanish.
http://www.noah-health.org/

Cornell Cooperative Extension
http://www.cce.cornell.edu/Pages/Default.aspx

Organizations

Academy of Nutrition and Dietetics
www.eatright.org

American Medical Association provides articles from current issues of JAMA and other information.
www.ama-assn.org

American Public Health Association has many useful and interesting articles and links posted.
http://www.apha.org/

Just Food, Community Supported Agriculture (CSA) in NYC
http://www.justfood.org/csa

The American Botanical Council (ABC) – promotes science based use of herbs. They publish Herbalgram newsletter. There is also a link to an English Language version of some of the German Commission E Monographs.
http://abc.herbalgram.org

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The Common Fund's Human Microbiome Project (HMP) developed research resources to enable the study of the microbial communities that live in and on our bodies and the roles they play in human health and disease.
http://commonfund.nih.gov/hmp

University of Virginia, Practical Gastroenterology articles
https://med.virginia.edu/ginutrition/articles-from-practical-gastroenterology/pg-articles-by-topic/

International

Food and Agriculture Association of the United Nations
http://www.fao.org/nutrition/en/

International Food Composition Tables Directory
http://www.fao.org/infoods/infoods/tables-and-databases/en/

World Health Organization
http://www.who.int/foodsafety/areas_work/nutrition/en/

Industry

Abbott – Nutrition and Health Institute
https://anhi.org/

General Mills – Bell Institute
https://www.bellinstitute.com/en/

International Food Information Council
https://www.foodinsight.org/

Oldways Inspiring Good Health Through Cultural Food Traditions
https://oldwayspt.org/

www.RD411.com provides resources and information by RDs for RDs on a variety of topics.

Career Opportunities in Dietetics and Nutrition

Beyond the RD – More Credentials to Consider

New York State – Certified Dietitian / Nutritionist (CDN)
http://www.op.nysed.gov/prof/diet/

Certified Diabetes Educator – CDE
American Association of Diabetes Educators
http://www.diabeteseducator.org/
http://www.ncbde.org/

Certified Nutrition Support Clinician – CNSC
American Society of Enteral and Parenteral Nutrition (ASPEN)
http://www.nutritioncare.org/
https://www.nutritioncare.org/Continuing_Education/Certification/
http://www.nutritioncare.org/nbnsc/

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Certified Eating Disorders Registered Dietitian - CEDRD
International Association of Eating Disorders Professionals (IAEDP).
http://www.iaedp.com/certification-overview/

International Board Certified Lactation Consultant - IBCLC
International Board of Lactation Consultant Examiners
http://iblce.org/
There are also…..

AND Specialty Certifications
http://cdrnet.org/certifications/board-certified-specialist
Board Certified Specialist in Gerontological Nutrition (CSG)
Board Certified Specialist in Sports Dietetics (CSSD)
Board Certified Specialist in Pediatric Nutrition (CSP)
Board Certified Specialist in Renal Nutrition (CSR)
Board Certified Specialist in Oncology Nutrition (CSO)
Certificate of Training in Adult Weight Management
Certificate of Training in Childhood and Adolescent Weight Management

Finding a Nutrition Job… *ONLINE*

HELPFUL JOB SEARCH URLS FOR NUTRITION PROFESSIONALS INCLUDE:

http://www.sodexo.com/en/careers/work-for-sodexo.aspx
www.healthcareerweb.com
www.nationjob.com/medical
www.aramark.com
www.chronicle.com/jobs
www.monster.com
www.nutritionjobs.com
www.careersinfood.com
www.idealist.org
https://www.indeed.com/

Also can join the NYSAND Google Group for a weekly listing of job postings:
https://groups.google.com/group/nyrdjobs

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A Final Thought

"They rounded the foot of the Quentulus Quazagar Mountains, and there was the Message written in blazing letters along the crest of the mountain….The first letter was a "w," the second an "e." Then there was gap. An "a" followed, then a "p," an "o" and an "l."

Marvin paused for a rest.

After a few moments they resumed and let him see the "o," the "g," the "i," the "z," and the "e."

The next two words were "for" and "the." The last one was a long one, and Marvin needed another rest before he could tackle it.

It started with "i," then "n," then "c." Next came an "o," and an "n," followed by a "v," an "e," another "n," and an "i."

After a final pause, Marvin gathered his strength for the last stretch.

He read the "e," the "n," the "c," and at last the final "e," and staggered back into their arms.

"I think," he murmured at last from deep within his corroding, rattling thorax, "I feel good about it."

From: "The Supreme Being's last message to all creation" in; So Long, and Thanks for All the Fish, by Douglas Adams, Simon & Shuster, New York, 1985.

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