INTERNSHIP PROGRAM IN NUTRITION & DIETETICS

Accredited by the Accreditation Council for Education in Nutrition and Dietetics (ACEND)*

IN THE

DEPARTMENT OF
FAMILY AND CONSUMER SCIENCES

OF THE

COLLEGE
OF
EDUCATION AND HUMAN DEVELOPMENT
LAMAR UNIVERSITY
BEAUMONT, TEXAS 77710
409/880-8663
FAX 409/880-8666

APPLICATION MATERIALS**
Postmark Date February 15, 2018
Application packet is only valid for the 2018-2019 Internship Program Year. Materials are updated no later than October of each year.

*Accreditation Council for Education in Nutrition and Dietetics
Academy of Nutrition and Dietetics
120 South Riverside Plaza, Suite 2000
Chicago, IL 60606-6995
Phone: 312/899-0040 ext. 5400
www.eatright.org/acend

**Revised September 2017

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A member of the Texas State University System
Introduction
The Internship Program in Nutrition & Dietetics (IP) at Lamar University (LU) is accredited by the Accreditation Council for Education in Nutrition and Dietetics (ACEND) of the Academy of Nutrition & Dietetics (the Academy). The next program review is planned for the spring of 2022.

The Lamar University (LU) Internship in Nutrition & Dietetics (IP) offers an 11-month (July to June) accredited program for up to 10 students and helps prepare students to become a RDN. The program has a Nutrition Education & Counseling emphasis and requires the successful completion of a minimum of 1200 hours (38 weeks) and 24 hours of graduate course work. All 24 hours can be applied toward the optional M.S. degree. The program meets the 2012 Accreditation Standards for an IP established by ACEND.

Education Pathway and Credentialing Process to Become a Registered Dietitian Nutritionist
Successful completion of a Didactic Program in Nutrition & Dietetics with a Bachelor's or Graduate Degree, a dietetic internship program, and the Registration Examination for Dietitians qualifies one to become a Registered Dietitian Nutritionist (RDN).

The LU IP prepares entry-level RDNs for careers in a variety of settings such as hospitals, health care agencies, food industries, schools, and private practice. Upon satisfactory completion of the internship program requirements, graduates are then eligible to take the Registration Exam for Dietitians and become active members of the Academy of Nutrition & Dietetics. Additionally, those who meet the qualifications of a RDN are then eligible to take the Texas Jurisprudence Exam and apply to become a Texas Licensed Dietitian. Other states may have different rules. Check each state for specific requirements. More information is available at: https://www.cdrnet.org/state-licensure-agencylist

Program Mission Statement
The mission of the Lamar University Internship Program (IP) is to provide high quality graduate study and supervised practice experiences to prepare interns for successful entry into the job market as competent entry-level Registered Dietitian Nutritionists. The IP prepares graduates for evidence-based practice and a desire for life-long learning. Interns receive post-baccalaureate training in four major areas of dietetics: clinical nutrition, community nutrition, food service management and nutrition education & counseling. Training in the IP builds upon the foundation knowledge and skills previously acquired in an ACEND-accredited Didactic Program in Nutrition & Dietetics (DPND). Interns receive advanced academic training and experience through the completion of eight graduate level courses integrated with the supervised practice component of the program. Graduates are qualified to take the Registration Examination for Dietitians, apply for licensure if applicable, and become active members of the Academy of Nutrition & Dietetics.

2015-2022 Goals & Objectives of the Lamar University IP are:
1. To recruit, select, and prepare competently trained students to successfully complete the internship program in nutrition & dietetics enabling successful attainment of entry-level Registered Dietitian Nutritionist positions.
   Objective 1a: A minimum of 90% of interns will successfully complete the program within 150% (15 months) from the start date. 
   Objective 1b: A minimum of 80% of program graduates will pass the registration exam on first attempt.
   Objective 1c: Within one year of completing the program, 100% of program graduates will be registered.
   Objective 1d: 90% of graduates will feel "prepared" to "well-prepared" for an entry-level position when surveyed.
   Objective 1e: 90% of program graduates will rate their level of competency in clinical nutrition, nutrition education & counseling, community nutrition, and foodservice management as "prepared" to "well-prepared" when surveyed.
Objective 1f: 90% of employers will rate program graduates as above average in professional knowledge and skills and recommend graduates for future employment when surveyed.
Objective 1g: 90% of graduates who seek employment in the dietetics or related fields will be employed within 12 months of program completion when surveyed.

2. To encourage interest, participation, and completion of an advanced degree.
Objective 2a: 80% of internship graduates will earn a graduate degree within 5 years of program completion.

Program outcome data are available to the public and prospective students upon request. Please contact Dr. Jill Killough, Internship Program Director.

General Program Information
Number of applications received in 2017: 48
Number of intern positions: 10
Average GPA: 3.5
Pass Rate on RD Exam last two years first-time test takers (14-15, 15-16): 95%
Past Rate on RD Exam last 5 years 95%

Important LU IP Calendar
February 15th, 2018 Completion and submission of application to Dietetic Internship Centralized Application Service (DICAS) at http://portal.dicas.org.
Applicants must also complete computer matching and select dietetic internship priority choices by 11:59 p.m. www.dnddigital.com.
April 8th, 2018 Notification Day
April 9th, 2018 Appointment Day
April 12th, 2018 Programs with openings- Second round match
July 2018 Begin graduate studies and dietetic internship experience.
Fall 2018 Continue graduate studies and dietetic internship experience.
Spring 2019 Continue graduate studies and dietetic internship experience.
Summer 2019 Complete dietetic internship experience (minimum of 1200 hours) along with other program requirements to become eligible to take the Registration Examination for Dietetics.
Summer to Fall 2019 Projected date for completion of the Master’s degree.

Please see the Accreditation Council for Education in Nutrition & Dietetics Computer Matching website for a detailed timeline regarding the application and matching process. Please visit http://www.eatrightacend.org/ACEND/content.aspx?id=6442485425

Internship Program Format
Learning experiences are provided through a variety of delivery methods which include rotation experiences, courses, conferences, seminars, projects, and individual instruction with emphasis on developing responsibility as a professional staff member. Interns are evaluated on the basis of professional growth, effectiveness in each rotation, and performance on class projects. Counseling sessions are held on a formal and informal basis throughout the program. During the program, students are challenged by learning experiences in clinical dietetics, foodservice systems management, community nutrition, and nutrition education and counseling.
Days for supervised practice are generally Monday through Thursday from 8:00 to 5:00pm, although hours may vary with each facility. Some weekend, early morning, and late evening work will also be required.

During the 11-months of the program, the interns will be scheduled for supervised practice approximately 32 hours per week (M-Th) with additional hours each week of didactic instruction on Friday. Didactic instruction begins in July with supervised practice rotations beginning in August and ending in June the following year. The program provides a minimum of at least 1200 hours (38 weeks) of supervised practice. However, the total hours may vary depending on supervised practice site availability. Total weeks may be up to 40 weeks to ensure coverage for absences and bad weathers. The rotations vary in length from 1 to 4 weeks. Learning experiences may require some evening or weekends for fulfillment of program objectives.

Interns typically follow the university calendar of the university with holidays listed on the Lamar University Academic Calendar being observed. Please be aware that due to official university closings from mandatory evacuations or bad weather the program length may be extended beyond June of the following year and/or require make-up hours during regularly scheduled breaks/holidays.

During the DI program, the interns will typically have the following days off: one week for Thanksgiving, two weeks for Winter break, and one week for Spring Break.

The university calendar is available at [http://events.lamar.edu/academic-calendar-listing.html](http://events.lamar.edu/academic-calendar-listing.html)

A sample rotation summary is provided at the end of the packet and demonstrates rotation possibilities for the upcoming program year. The purpose is to provide prospective interns an idea of the types of rotation experiences that may be provided; however, there is no guarantee that the provided summary will be the actual rotation summary for the upcoming program year.

**Program Completion Requirements**
Students must be successfully admitted into Lamar University in one of three categories: Post- Baccalaureate, Graduate, or Post-Master status. Matching to the Lamar University IP program does not guarantee admittance into Lamar University.

**Course Requirements**
Students must register, pay the required tuition and fees, and complete the following courses (regardless of admission status):
- Summer 2 Semester: Dietetic Practitioner
- Fall Semester: Advanced Dietetics 1, Dietetic Practicum 1, and Field Experience
- Spring Semester: Advanced Dietetics 1, Dietetic Practicum 2, and Field Experience
- Summer 1 Semester: Field Experience

**Graduate Credit**
The IP requires the completion of a total of 24 graduate hours (8 courses) required regardless of previous degree status such as those entering into the program with a Master's degree. All 24 hours may be applied toward the M.S. degree in the Department of Family & Consumer Sciences. Students are strongly encouraged to continue graduate study beyond the IP.

**Graduate courses required in the IP include:**
**Dietetic Practitioner (3 hours)** – Advanced didactic preparation in dietetics. Includes nutritional assessment, charting, counseling skills, and medical nutrition therapy calculations. Prerequisite: Acceptance into Lamar University IP.

**Advanced Dietetics I & 2 (6 hours)** - Study of the delivery of nutritional services and consultation for individuals, families, and institutions. Students complete projects in client education, clinical nutrition, public health, foodservice management and related activities. 
Prerequisite: Acceptance into Lamar University IP.

**Advanced Dietetics I & 2 (6 hours)** - Study of the delivery of nutritional services and consultation for individuals, families, and institutions. Students complete projects in client education, clinical nutrition, public health, foodservice management and related activities. 
Prerequisite: Acceptance into Lamar University IP.

**Dietetic Practicum I & 2 (6 hours)** - Supervised practice which includes an average of 32 hours per week field experience in the areas of clinical nutrition, community nutrition, foodservice systems management, and business. Rotations include hospitals and other health care facilities, community nutrition sites, and foodservice facilities. The rotation hours achieve the competencies established by the Accreditation Council for Education in Nutrition and Dietetics (ACEND). 
Prerequisite: Acceptance into Lamar University IP.

**Field Experience 1, 2, & 3 (9 hours)** – Enhances the supervised practice by offering experiences for the intern to prioritize assignments, augment time management skills, expand thoroughness and accuracy in completing activities, and achieve competencies established by the Accreditation Council for Education in Nutrition and Dietetics (ACEND). 
Prerequisite: Acceptance into Lamar University IP.

**Successful Program Completion**
To meet IP completion requirements, the student must:
1. Successfully complete all admission procedures for the University and the IP including but not limited to: criminal background check, immunization requirements, CPR certification, orientation training, initial drug screening, and random drug screening.
2. Become a member of the Graduate Association of Interns and Nutrition Students (GAINS) and the Academy of Nutrition & Dietetics.
3. Pass each of the eight required IP courses as outlined by each of the course requirements and syllabi.
4. Complete the required number of total supervised practice hours as determined by the Program Director and ACEND.
5. Demonstrate ability to meet Core Competencies for the RD (CRDs) by satisfactorily completing rotation requirements (80% or better) and all assignments of the IP. The Program Director will determine on an individual basis when substitutions or modifications in rotations and assignments can be made and will determine when entry level competency is achieved.
6. Comply with acceptable professional standards of ethics during the IP (Code of Ethics).
7. Display appropriate personal conduct during the IP (Code of Ethics).
8. Comply with all preceptor facility professional standards including but not limited to: human resource screening, orientation test, immunization requirements, and random drug screening.
9. Demonstrate adequate verbal and written skills during the IP.
10. Complete the program practice exam (up to 3 times) during Summer 1.
11. Successfully complete all program requirements within 150% (15 months) from the start date.

Additional information regarding the program policies and procedures can be found in the program handbook located on the internship homepage at [http://education.lamar.edu/family-and-consumer-sciences/internship-program-in-dietetics/index.html](http://education.lamar.edu/family-and-consumer-sciences/internship-program-in-dietetics/index.html).

**Concentration Area**
The Nutrition Education and Counseling concentration will include possible rotations in the areas of: diabetes education,
renal education, weight management, and pediatrics. All of these rotations will take place in an outpatient clinic setting. The goal of the rotations will be to provide interns with the knowledge and skills necessary to provide individual as well as group counseling. Each rotation will be designed to provide an introductory practice level based on observation then progress to an advanced practice level based on managing patient care.

**Competencies for the concentration area are:**

1. Manage nutrition care of diverse populations across the lifespan.
2. Manage development and implementation of the nutrition care plan for patients/clients with complicated medical diagnoses to include referrals to interdisciplinary care team.
3. Conduct individual and group counseling sessions for patients/clients with complicated medical diagnoses.

**Internship Program Applicant Requirements**

1. Applicants must hold or show plans to complete an ACEND-approved/accredited Didactic Program in Nutrition & Dietetics and a baccalaureate degree from an accredited college or university **prior to** beginning the program in July of 2018. Therefore, individuals who will be completing degree and/or DPND requirements during the summer with an August graduation date are not eligible for acceptance to the LU IP.
2. A minimum DPD GPA of 3.0 (not overall GPA) is required for application to the LU IP; however, the average GPA of those matched to the program is a 3.5. Applicants not meeting the GPA requirement will not be reviewed by the selection committee. Inadequate performance as an undergraduate may be compensated through evidence of an above-average graduate GPA in nutrition course work.
3. GRE Scores (Verbal and Quantitative) are required for application to the program with a preferred minimum score of 146 on the verbal section. Applications lacking evidence of GRE scores will not be reviewed by the selection committee.
4. A complete application. The “IP Application Checklist” provided for you on the next page enumerates materials which must be in the application.

**Application Review**

The application will be considered for selection review once an applicant submits a “complete application packet” submitted to DICAS along with the required supporting documents to Lamar University postmarked by the national due date. Lamar University will not discriminate against any person because of race, color, religion, sex, sexual orientation, national origin, age, marital status/children, or disability. A selection committee, appointed by the IP director, reviews all complete and qualified applications received by the deadline date. Applications materials are evaluated by objective criteria in the areas of GPA, GRE, personal statement, references, work experience (paid and/or volunteer), extracurricular activities/honors, and recommendations. The Program Director will submit a prioritized list of acceptable applicants to D&D Digital. Applicants must also submit their prioritized list to D & D Digital by the appropriate deadline.

**Appointment**

Applicant matching results will be posted on www.dnddigital.com from 6:00 PM Central Time, April 8th, 2018, through April 9th, 2018 (Appointment Day). This is the only source of notification for applicants. Each applicant will receive either ONE MATCH or NO MATCH after Log In.

Applicants who receive a match a computer match to the Lamar University Internship Program are responsible for accepting or rejecting the match by telephone by 6:00 PM Central on Appointment Day, Monday, April 9th, 2018. Matched applicants should contact: Jill Killough, IP Program Director at (409) 880-8669 or at jill.killough@lamar.edu. Applicants are responsible for notifying D&D Digital, in writing, of a decision to withdraw from the matching process if circumstances will prevent them
from accepting a match that may occur.

Admission to Lamar University
An applicant matched to the Lamar University Dietetic Internship Program does not warrant admission to the university. Applicants must apply to Lamar University and be fully admitted prior to the first class day of Summer Session 2. An applicant matched to the IP can apply to the university as a post-baccalaureate, MS graduate student, or Post MS student. The application process for admission to the University is outlined on the Lamar University website at:
http://www.lamar.edu/graduate-student

Additional Information for After Admittance to the Program:
Official Transcripts/Verification Statements
Those interns who apply and match to the LU program prior to completing a B.S. degree and all DPND courses must provide a final, official transcript and verification statement to the IP Director no later than the first day of their initial course (Summer 2) indicating completion of DPND and a graduation date of no later than the July start date of the program.

Financial Assistance
The Academy of Nutrition and Dietetics Foundation provides a limited number of scholarships to qualified students. Applications should be requested from the AND Foundation in the student’s senior year. Lamar University dietetic interns are also eligible to apply for department and graduate school scholarships if fully admitted to graduate school and are pursuing the MS degree. Those who receive a $1000 scholarship are then eligible for out-of-state tuition waiver; however, receipt of a scholarship is not guaranteed.

Dietetic Interns who are pursuing the MS degree are eligible to apply for student loans. Students who are not degree seeking such as post-master in FCSC or post-baccalaureate are not eligible. Students need to review the university financial aid policies to determine complete eligibility requirements. Students who are applying as a degree-seeking student and who are seeking financial aid via student loans are only allowed to complete the hours required toward the MS degree. For more information, please see https://financialaid.lamar.edu/index.html .

Withdrawal and Refund of Tuition/Fees
Dietetic Interns may withdrawal from the Lamar University dietetic internship program at any time. The Program Director will request the intern place the withdrawal from the program in writing. If an intern withdraws from the program LU tuition and fees may be refunded based on the LU tuition refund policy. No refunds will be given for application fees, computer-matching fees, or other costs incurred to prepare for supervised practice, such as required immunizations, insurance, TB skin test, background checking, drug test, etc.

For the LU Registrar’s Academic Calendar for all Registration and Withdrawal deadlines, see:
http://events.lamar.edu/academic-calendar-listing.html

For the LU Graduate Student Withdrawal Policies, see:
http://catalog.lamar.edu/graduate-academic-policies/index.html
IP APPLICATION CHECKLIST February 15, 2018 Deadline

☐ Complete the dietetics internship centralized application, system DICAS, which can be accessed at http://portal.dicas.org.

- DICAS will be available in December 2017 for the Spring 2018 Match. The application must be completed by 11:59 p.m. Central Time on February 15, 2018. The fee to use DICAS is $45 for the first application submitted and $20 for each additional application.

- Applicants who apply to internships using DICAS will be asked to complete a personal statement in 1,000 words or less. Questions to be addressed in the personal statement include:
  - Why do you want to enter the dietetics profession?
  - What are some experiences that have helped to prepare you for your career?
  - What are your short-term and long-term goals?
  - Describe your experience in nutrition education & counseling.
  - Discuss your goals as they relate to nutrition education & counseling.
  - What are your strengths and weaknesses or areas needing improvement?
  - Are you interested in pursuing an advanced degree?

- 3 Professional References - Submit names along with an email. This will trigger an e-mail message requesting completion of the reference form. Reference examples include professor, DPD program director, volunteer supervisor and/or current/former work supervisor.

- DPND Directors to submit Declaration of Intent or DPND Verification Statement online - (Speak with your DPND director regarding this procedure)

- Upload a copy (unofficial is acceptable) of your GRE scores to the DICAS Supplemental information section or you may opt to send a copy (unofficial is acceptable) directly to Dr. Jill Killough at the address below (DO NOT send to the Graduate Program at the University). I will not get the GRE scores.

- Submit Official transcripts from all colleges and universities attended to: DICAS- Transcript Dept., PO Box 9118, Watertown, MA 02472 **It is not necessary to submit transcripts to the LU director.


Contact Information for D&D Digital Systems is (515) 292-0490 and dnd@netins.net.

☐ Pay the $35 LU IP application fee. The payment portal is on the LU IP application process webpage. Look for the Application Fee button in Red with white letters.

☐ Application to the LU Graduate Program is NOT required for application to the Internship Program. Application to the graduate program should be submitted after you are matched to the LU IP.

For additional information or questions, please contact: Jill E. Killough, PhD, RDN, LD
P.O. Box 10035    Beaumont, TX, 77710
(409) 880-8669    jill.killough@lamar.edu
Additional Information

Transportation
Interns are responsible for their own transportation to Lamar University and to all rotation sites. Public transportation is NOT available to the majority of rotation sites.

Duty Hours/Sick Leave/Vacation
Interns are generally scheduled for a 32-hour work week. The program honors all holidays, breaks, and bad weather days observed by Lamar University. Interns are not allowed any absences during the program year. A student who is absent must make-up the time lost during supervised practice.

Personal Appearance
Interns are required to wear white lab coats (with LU patch) over professional street clothing during some rotations. Other rotations require a designated uniform. Students also wear a name badge during rotations. Further dress code policies (body piercing, etc.) are discussed with new interns in May.

Background Check and Drug Testing
Students matched to the Lamar University IP are required to submit to a criminal record and drug testing. An outside company is utilized by the program and is a cost to the student. Additionally, individual facilities may require further background reviews and/or drug testing.

Immunizations & Immunity Titers
Once matched to the program, students are given a health statement form which requires documentation of immunization status, etc. Forms must be completed prior to the program start-up date in the summer. Students must complete all immunization requirements for the program.

Insurance
Interns are required to have professional liability insurance as well as health insurance. A group professional liability insurance policy is obtained and is a cost to the student.

Time Commitment
The IP at Lamar University is a rigorous educational experience. The course work combined with 11-months of rotations result in an intensive program that requires study and class time beyond the actual 32-hour work week.

Prior Learning Experiences
A dietetic intern who enters the program as a dietitian licensed by the State of Texas (LD) may petition to receive credit for those IP rotations in which he/she has extensive experiences and competence. Experiences to be applied toward IP credit are determined on an individual basis at the discretion of the program director/instructor.

Estimated Program Expenses:
The expenses listed below are approximations. Actual cost may be more or less than these estimates.
ESTIMATE OF BASIC EXPENSES AS OF Fall, 2017: *SUBJECT TO CHANGE FOR 2018-2019

A. Monthly living expenses
   1. Housing (Minimum) 800.00
   2. Other essentials 300.00
   3. Transportation 450.00
   4. Miscellaneous supplies, parking, copying fees. 100.00

   Estimated Expense $1650.00

B. Minimum Program Expenses - Based on two summer sessions (6 credit hours) and two long semesters (taking 9 credit hours each semester) = 24 credits required for the IP.
   1. Insurance
      a. Student malpractice insurance 35.00
      b. Health insurance (student policy) 2500.00
   2. Lamar University tuition and fees (Texas resident) 12216.00
      Or (Out-of-state) 22176.00
   3. Textbooks and reference books 500.00
   4. Criminal background check & drug testing 150.00
   5. Immunizations 200.00
   6. Appropriate professional clothing 250.00
   7. Student membership in the Academy of Nutrition & Dietetics 50.00
   8. Hand calculator 10.00
   9. Registration and expenses for FNCE 400.00
   10. Application fee for Registration Exam 200.00
   11. Dues for Active membership in the Academy of Nutrition & Dietetics 250.00

   Program Estimated Expense- Texas Resident $16761.00
   Program Estimated Expense- Out-of-State $26721.00

Additional MS Program Cost:
   Tuition cost for 4 additional MS courses:
      Texas Resident $1527 per 3-hour course = $6,108.00
      Out-of-State $2772 per 3-hour course = $11,088.00
OPTIONAL: Master of Science in Family & Consumer Sciences
With a Nutrition & Dietetics Emphasis

The IP requires the completion of a total of 24 graduate hours. All 24 hours may be applied toward the optional MS degree. Students are strongly encouraged to continue graduate study beyond the IP. The majority of dietetic interns (90%) do opt to complete the M.S. degree simultaneously while completing the IP requirements.

**Departmental Requirements:**
GRE Requirement for Admission:

\[(\text{GPA} \times 50) + (\text{GRE Verbal} + \text{Quantitative}) \geq 428\]. The GPA used in the formula may be either the overall undergraduate GPA or the last 60 hours of undergraduate work. In addition, an applicant must score a minimum of 146 on the Verbal section of the GRE.

**Required Department Coursework:**
- FCSC 5300 Research in Family and Consumer Sciences
- KINT 5365 Statistical Application in Kinesiology

**Nutrition Selections (Other than IP classes) that may be available to take:**
- FCSC 5313 Current Topics in Family & Consumer Sciences
- Topics offered in the past:
  - Nutritional Epidemiology
  - World Hunger
- FCSC 5308 Maternal and Infant Nutrition
- FCSC 5310 Nutrition in Aging
- FCSC 5311 Vitamins
- FCSC 5312 Minerals
- FCSC 5328 Eating Disorders
- FCSC 5350 Cultural Foods
- FCSC 5351 Weight Management
- FCSC 5359 Sports Nutrition

**Total Credit Requirements:**
- Thesis Route: 24 hours of course work plus 6 hours of thesis
- Non-thesis Route: 36 hours of course work

Application to the M.S. Program is completed through Apply Texas. Additional information regarding the application process can be obtained at: [http://www.lamar.edu/admissions/graduate-students.html](http://www.lamar.edu/admissions/graduate-students.html)

**For more information on the M.S. program, contact:**
- Dr. Kim Wallet, Graduate Program Coordinator
- Family and Consumer Sciences
- P O Box 10035
- Lamar University
- Beaumont, TX 77710
- (409) 880-8970  kawalletch@my.lamar.edu
Example of Tentative Rotation Summary

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<th>Supervised Practice Experience</th>
<th>Hours Per Week</th>
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