Dietetic Internship Program

Structure of the Program

The UNLV Dietetic Internship (DI) is administered through the UNLV Department of Kinesiology and Nutrition Sciences. The program consists of 1200 hours of supervised practice in community nutrition, food service management, and clinical nutrition and dietetics, plus additional hours for orientation, classroom activities, homework, and professional meeting attendance. All hours are scheduled to be completed in 31-32 weeks. Both the DPND and Dietetic Internship are designed to provide well-trained, entry-level nutrition & dietetics professionals for the growing Southern Nevada region.

In order to become a Registered Dietitian/Nutritionist (RDN) students must:

- Complete and ACEND-Accredited Didactic Program in Nutrition and Dietetics (DPND).
- Apply for, become accepted into, and complete an ACEND-Accredited Dietetic Internship (DI). The UNLV DI meeting this step in the process.
- Pass the Commission on Dietetic Registration (CDR) National Registration Examination for Dietitians. The eligibility requirements for this exam and exam content are set by CDR. Additional information can be found at https://www.cdrnet.org/certifications/registered-dietitian-rd-certification and https://www.cdrnet.org/certifications/registration-eligibility-requirements-for-dietitians
- NOTE: Effective January 1, 2024, students must hold a M.S. degree in order to sit for the National Registration Examination for Dietitians. UNLV does offer a M.S. in Nutrition Sciences degree, requiring application for admission after earning the B.S. degree.
- NOTE: Once the RDN credential is earned, one may apply for their Dietetics license in Nevada. No additional courses or credentials are required to be eligible for the license to practice. Information about this process can be found at: http://dpbh.nv.gov/Reg/Dietitian/Dietitian_-__Home/

The DI is designed to prepare interns to meet entry-level skills expected of the Registered Dietitian Nutritionist. In 2009 the UNLV DI received Full Accreditation from The Accreditation Council for Education and Dietetics (ACEND) of the Academy of Nutrition of Dietetics. The program is accredited through June 30, 2019. The contact information for ACEND is listed below:

The Accreditation Council for Education and Dietetics
Academy of Nutrition of Dietetics
120 South Riverside Plaza, Suite 2190
Chicago, IL 60606-6995
Phone: (800) 877-1600, ext. 5400
E-mail: acend@eatright.org
Website: http://www.eatright.org/acend
Interns must apply to the UNLV Graduate College as a non-degree seeking graduate student and will receive a total of 6 graduate credits. There is an application fee required for this process. Interns must be enrolled in NUTR 796 (Supervised Practice: Community Nutrition), NUTR 797 (Supervised Practice: Foodservice Management), and NUTR 798 (Supervised Practice: Clinical Nutrition). Upon successful completion of the program, these credits will become part of the official transcript and can be used as elective credit towards earning the M.S. degree in Nutrition Sciences at UNLV. Other institutions of higher education may choose to allow a transfer of these credits—it is up to that intuition. In addition, the DI consists of 1200 contact hours (40 hours per week for seven months). An additional 15-20 hours per week will be required for preparation of the rotations and to complete assignments in fulfillment of the graduate courses. Upon successful completion of the DI, students will be eligible to take the National Registration Examination for Dietitians.

The program currently accepts up to 24 interns per year, up to 12 in each seven-month period. Of the 1200 hours, 680 are devoted to clinical experience, 240 to food service management, 240 to community experience, and 40 for an elective experience that is developed by the intern and approved by the preceptor. Below is an overview of the rotations with a sample schedule included. The community experience will take place at various sites in the Las Vegas community. For the food service and clinical rotations, interns will be placed at one of the several participating hospitals: Sunrise Hospital, St. Rose, Summerlin, Desert Springs, Southern Hills, Mountainview, Spring Valley, Henderson, Centennial Hills, Horizon Specialty, University Medical Center, or the VA. Below is an overview of the rotations. Interns are assigned their sites for the program. Students are not required to locate their own learning sites unless desired in the elective week. Please note, students must choose an elective week at a site where an Educational Affiliation Agreement (EAA) is executed. If a student wishes to pursue another site, the DI Director must approve the site. Attempts will be made to obtain an EAA, but it cannot be guaranteed.

Community Nutrition Overview
The goal of the Community Component of the Dietetic Internship is to provide the intern with the opportunity to observe and gain information from a variety of diverse community nutrition programs as well as a more intensive work experience in one or two aspects of community nutrition programming. This format will provide each intern with the opportunity to observe the diversity within community nutrition and to actively participate in nutrition program development and implementation. Topics pertinent to all areas of practice such as professional development and the Code of Ethics will be covered in detail during the Community Rotation. The Community Nutrition Component of the dietetic internship will provide 240 hours of supervised practice. The time will be allotted as follows:

- 160 hours in depth learning at an assigned site
- 80 hours at a secondary assigned site

In Depth Single Learning Experiences
Each intern will spend 4 weeks (160 hours) at a single site followed by 2 weeks (80 hours) at a different. The in depth site learning experience provides the interns with the opportunity to participate in the development and implementation of nutrition programming to a great degree.

At each site the intern will learn about the mission and vision of the agency/organization, funding source, target audiences served and major program areas within the agency/organization. (S)he
will also work on specific aspects of nutrition programming within the agency/organization. At the in depth site each intern will also work on a specific project that culminates in a written and oral report. The oral reports will be scheduled for presentation that is open to current Nutrition Sciences undergraduate students. This will provide an audience for the interns and an opportunity for undergraduate students to observe one component of the internship program. Depending on the particular project in which the intern is involved (s)he may participate in the needs assessment/planning component of a program under development, implementation of a new or existing program, program marketing or a program evaluation. The specific learning experience for each intern will depend on the particular agency/organization at which the intern spends his/her rotation and the programming of that agency/organization.

Additional Experience
Each intern will spend 80 hours at a site providing nutrition services in the community. Learning experiences at this site will include delivering group and individual nutrition education and documentation using the Nutrition Care Process in a setting outside of a hospital. The intern will also obtain information on mission, funding, target audience and major programs at each site (s)he visits. The goal of these rotations is to provide the intern with a broad perspective of the variety of nutrition programming in the community and the duties performed by an RDN at these various sites.

Assignments will be made such that an agency/organization providing an in depth experience for an intern will not provide a short term experience for that same intern. Assignments are made based on a student’s background coming into the program and efforts will be made to give each student a different experience from those already received prior to admission to the DI.

Classroom Experience and Reports
The interns will spend an additional 8-12 hours participating in formal class sessions during their community rotation plus time spent giving their oral presentation to undergraduate students. Other meetings will be held occasionally throughout the internship experience. Part of the meeting time will be devoted to presentations by preceptors and guest speakers designed to provide additional background and knowledge to interns on specific nutrition and health topics. A portion of the meeting time will be for interns to present case studies, project reports, or panel discussions for DPND students.

Competencies
Activities assigned at the in depth learning sites and through classroom assignments will enable the interns to meet the required competencies related to community programming and operation. Because of the unique nature of the activities performed by specific organizations/facilities or specific RDN’s, these sites have been asked to specifically provide activities relative to meet the ACEND competencies.

Food and Beverage Management Rotation Overview
Each student will spend 6 weeks in the food service management rotation. Individual projects will vary and will be assigned by the preceptor at the start of the rotation. During the six-week period, interns will learn and acquire skills in the following areas:
Production (assessing inventory, ordering, deliveries/receiving, storage, production sheets, food production, entree preparation with patient survey); Tray line supervision for breakfast and dinner shifts (introduction, times, temperatures, scheduling, and presentation); Cafeteria, physician's lounge; Catering (operations, scheduling, presentation, cashier duties, food safety, cleanliness), and Diet Office/Diet Technician duties/supervision.

**Clinical Rotation Overview**
Each intern will spend 17 weeks in the clinical rotation. During the seventeen-week period, interns will learn and acquire skills in the following areas:

- Orientation to facility, diet office, and modified menu planning.
- Nutritional Screening and Assessment.
- The Nutrition Care Process and Medical Nutrition Therapy for various disease states (i.e. Outpatient Care, Weight Management, Diabetes Mellitus, Gestational Diabetes Mellitus, Cardiopulmonary Diseases, Gastrointestinal Diseases, Oncology, Orthopedics and Surgery, Rehabilitation and Neurology, Intensive Care and Nutrition Support, Renal Disease, Pediatrics, Trauma).

**Elective Experience**
Each intern will develop an idea for a one-week elective experience and will obtain approval from the DI Director and preceptor to complete this rotation.

**Staff Relief**
Interns doing supervised practice will not be used to replace employees. Interns must, however, learn various roles and will sometimes act like a manager and step into an unplanned role or position for the effective function of the unit. Interns are assigned a staff relief rotation at the end of the program that ensures the student can meet entry-level practice in nutrition and dietetics.
UNLV Dietetic Internship Program Sample Calendar

January 2019 Start Date
Subject to Change- More Specific Calendar to be given at Orientation

<table>
<thead>
<tr>
<th>Date</th>
<th>Rotation</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>January 16-18</td>
<td>Orientation</td>
<td>UNLV</td>
</tr>
<tr>
<td>January 21-March 24</td>
<td>Hospital Rotations*</td>
<td>Assigned Hospital</td>
</tr>
<tr>
<td>February 22</td>
<td>Experience Sharing-Competency Check In (8-10 am)</td>
<td>UNLV</td>
</tr>
<tr>
<td></td>
<td>Report to Hospital at 10:30</td>
<td>Assigned Hospital</td>
</tr>
<tr>
<td>March 15</td>
<td>Experience Sharing-Competency Check in (8-10 am)</td>
<td>UNLV</td>
</tr>
<tr>
<td>March 25</td>
<td>Community Orientation</td>
<td>UNLV</td>
</tr>
<tr>
<td>March 25-May 3</td>
<td>Community Nutrition</td>
<td>Assigned Multiple Sites</td>
</tr>
<tr>
<td>May 2</td>
<td>Policy Day &amp; NVAND Reimbursement Representative</td>
<td>UNLV</td>
</tr>
<tr>
<td>May 3</td>
<td>Community Presentations</td>
<td>UNLV</td>
</tr>
<tr>
<td>April 11</td>
<td>Legislative Day</td>
<td>State Capitol- Carson City</td>
</tr>
<tr>
<td>April 12-13</td>
<td>NVAND Annual Meeting</td>
<td>Reno, NV</td>
</tr>
<tr>
<td>May 6-August 22</td>
<td>Clinical Nutrition &amp; Dietetics</td>
<td>Assigned Hospital</td>
</tr>
<tr>
<td>May 3, June 7, July 12</td>
<td>Experience Sharing-Competency Check In (8-10 am)</td>
<td>UNLV</td>
</tr>
<tr>
<td></td>
<td>Report to Hospital at 10:30</td>
<td></td>
</tr>
<tr>
<td>2 Weeks Between</td>
<td>Clinical- Renal Dialysis. To be scheduled with dialysis site and hospital preceptor</td>
<td>Davita Dialysis</td>
</tr>
<tr>
<td>May 6-August 22</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1 Week Between May 6-August 22</td>
<td>Elective Week. To be scheduled with intern, chosen site, and hospital preceptor</td>
<td>Chosen by Intern</td>
</tr>
<tr>
<td>August 5-23</td>
<td>Staff Relief</td>
<td>Assigned Hospital</td>
</tr>
<tr>
<td>August 9</td>
<td>Experience Sharing-Competency Check In (8-10 am)</td>
<td>UNLV</td>
</tr>
<tr>
<td></td>
<td>Report to Hospital at 10:30</td>
<td></td>
</tr>
<tr>
<td>August 23</td>
<td>Program Wrap Up</td>
<td>UNLV</td>
</tr>
</tbody>
</table>

*Food service management and clinical rotations. Specific schedule will be given by hospital preceptor.
## July 2019 Start Date

*Subject to Change- More Specific Calendar to be given at Orientation*

<table>
<thead>
<tr>
<th>Date</th>
<th>Rotation</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>July 1-3</td>
<td>Orientation</td>
<td>UNLV</td>
</tr>
<tr>
<td>July 8-August 16</td>
<td>Hospital Rotations*</td>
<td>Assigned Hospital</td>
</tr>
<tr>
<td>August 2</td>
<td>Experience Sharing-Competency Check In (8-10 am) Report to Hospital at 10:30</td>
<td>UNLV</td>
</tr>
<tr>
<td>September 13</td>
<td>Experience Sharing-Competency Check in (8-10 am) Report to Hospital at 10:30</td>
<td>UNLV</td>
</tr>
<tr>
<td>August 19</td>
<td>Community Orientation Community Nutrition Policy Day &amp; NVAND Reimbursement Representative Community Presentations</td>
<td>UNLV</td>
</tr>
<tr>
<td>August 19-September 13</td>
<td></td>
<td>Assigned Multiple Sites UNLV UNLV</td>
</tr>
<tr>
<td>September 13</td>
<td></td>
<td>UNLV</td>
</tr>
<tr>
<td>September 16-February 10</td>
<td>Clinical Nutrition &amp; Dietetics</td>
<td>Assigned Hospital</td>
</tr>
<tr>
<td>October 11, November 15, January 17</td>
<td>Experience Sharing-Competency Check In (8-10 am) Report to Hospital at 10:30</td>
<td>UNLV Assigned Hospital</td>
</tr>
<tr>
<td>2 Weeks Between September 16-February 10</td>
<td>Diabetes-Renal Education Program. To be scheduled with program director and hospital preceptor.</td>
<td>UNLV Medical Center</td>
</tr>
<tr>
<td>2 Weeks Between September 16-February 10</td>
<td>Clinical- Renal Dialysis. To be scheduled with dialysis site and hospital preceptor</td>
<td>Davita Dialysis</td>
</tr>
<tr>
<td>1 Week Between September 16-February 10</td>
<td>Elective Week. To be scheduled with intern, chosen site, and hospital preceptor</td>
<td>Chosen by Intern</td>
</tr>
<tr>
<td>January 27-February 10</td>
<td>Staff Relief</td>
<td>Assigned Hospital</td>
</tr>
<tr>
<td>January 31</td>
<td>Experience Sharing-Competency Check In (8-10 am) Report to Hospital at 10:30</td>
<td>UNLV Assigned Hospital</td>
</tr>
<tr>
<td>February 10</td>
<td>Program Wrap Up</td>
<td>UNLV</td>
</tr>
</tbody>
</table>

*Food service management and clinical rotations. Specific schedule will be given by hospital preceptor.*
**Site Participation with the UNLV Dietetic Internship Program**

Sites has been selected to participate in our UNLV Dietetic Internship Program due to many factors:

- The facility has an RDN/LD (or more) on staff who is dedicated to student learning through supervision and mentoring and is willing to formally assess student competence for entry level RDN work.
- The Hospital may be an official teaching hospital for UNLV. All facilities and community sites must execute an Educational Affiliation Agreement (EAA) for students to be on site. The UNLV DI Program Director, program staff, and UNLV Legal Counsel work with the facility to execute these agreements. These are kept on file with the UNLV Program Director and UNLV Office of the Provost.
- Preceptors must: 1) Be in good standing with CDR and hold the RDN credential; 2) Hold a license to practice dietetics in Nevada (LD); 3) Participate in continuing education; and 4) Complete a preceptor qualification form for UNLV.
- Students give formal feedback to the DI Program regarding their preparedness for entry-level practice, the facility, and the preceptors. UNLV has never had to dismiss a site. In fact, most students comment on the talented and skilled preceptors in our program. The DI Program Director will notify preceptors of any conflict or complaints.

**Program Completion Requirements**

Students must successfully complete all of the competencies and student learning outcomes as part of the DI curriculum. [CLICK HERE FOR A LIST OF COMPETENCIES/STUDENT LEARNING OUTCOMES.](#) Students/Interns are ultimately responsible for working with preceptors to ensure competencies are met. Our preceptors are very experienced with dietetic interns and the competencies. Interns are evaluated informally throughout each rotation and formally at the end of each rotation. Based upon the feedback received from the preceptor, the DI Director evaluates interns and decides if the intern has passed the rotation. The DI Director will be in close contact with each preceptor throughout the program.

The program consists of 1200 hours of supervised practice in community nutrition, food service management, and clinical nutrition and dietetics, plus additional hours for orientation, classroom activities, and professional meeting attendance. All hours are scheduled to be completed in 31-32 weeks. Students must complete the program within 150% of the expected timeframe (46.5-48 weeks).

**Evaluation of Interns**

Interns are evaluated regularly and frequently during their seven-month rotation. Informal evaluations take place in discussions between the DI Director and preceptors, and preceptors and interns on a regular basis. Formal, written evaluations will be competed at the end of each assignment or rotation, with input from the intern. Interns will be evaluated based on the specified competencies considered essential for an entry-level dietitian set by the ACEND accreditation Standards. Professional behavior and attitude will also be evaluated and documented in the evaluation form. Another evaluation will be completed by each intern to provide the DI Director with input as to the effectiveness of the program.
In the event of unsatisfactory performance during any of the rotations, the preceptor and DI Director consult to determine the format of a redirection plan to allow the intern to achieve the competencies. Inability to accomplish that plan may result in dismissal from the program.

**Program Admission and Selection of Interns for Both the Clinical Nutrition and Dietetics Concentration and the Food Insecurity/Food Banking Concentration**

Successful applicants must meet the following minimum admission standards:

- A baccalaureate or advanced degree from a regionally accredited four-year college or university.
- Minimum overall GPA of 2.75 (4.00 = A) for the bachelor’s degree. The 2.75 minimum GPA applies to the total, sciences, and DPND GPAs.
- Didactic Program in Dietetics Verification Statement or Intent to Complete Form.

If accepted into the DI Program, students must complete an application to the UNLV Graduate College to become a non-degree seeking student. This application can be found at [http://graduatecollege.unlv.edu/prospective/non-degree/become_a_student/](http://graduatecollege.unlv.edu/prospective/non-degree/become_a_student/).

**THIS STEP IS ONLY FOR ACCEPTED INTERNS. DO NOT COMPLETE THIS STEP AS PART OF THE APPLICATION PROCESS.**

There is a fee to apply.

Applications are reviewed by UNLV Nutrition Sciences faculty, one of which is the DPND Director and Community Preceptor. We examine GPA (science, DPND, and overall), work and volunteer experience, and letters of recommendation. Applicants are compared to others in the pool, so it is different each round. We often have had many high quality applicants, who excel in **all three** areas. The best thing to do is to make sure those areas are strong. We cannot disclose the information in your letters, so you must judge the quality of your letters by talking to the person you selected to write for you. Unfortunately, if your GPA is not stellar, then the only way to correct that is to re-take classes and we realize this is not an easy or inexpensive endeavor. Gaining experience is always an option and through that experience, it may be possible to gain strong letters.

Successful candidates are strong in all three areas and demonstrate exceptional skills through projects or experience. These individuals clearly demonstrate their skills, relate it to the internship, and are perfectly polished in the interview process.

If selected for an interview, applications are forwarded to our Hospital Preceptors. The interview is a panel with the DI Director, DPND Director/Community Preceptor and preceptors from our hospitals. Interviews can be done in person or via Skype and are 15-20 minutes in length.

**Assessment of Prior Learning**

Completion of this program will not result in a graduate degree. Prior learning experience or earned credits from a graduate program cannot waive the requirement for registration into NUTR 796 (Supervised Practice: Community Dietetics), NUTR 797 (Supervised Practice: Food Service Management), and NUTR 798 (Supervised Practice: Clinical Dietetics). Registration in these courses is required in order to have access to university services.
Prior learning from employment will not be considered as a partial waiver of course credits or supervised practice hours. Interns with prior experience may be given assignments or projects that are appropriate for their background and that are most useful for the intern and the institution.

**Policy for Issuing the Final Verification Statement**
If the program completion requirements are met, the DI Director will issue the final Verification Statement and will follow the procedures established by the Commission on Dietetic Registration for submitting and verifying eligibility for the RD examination. Successful program completion includes completing the minimum required contact hours, earning at least a satisfactory rating on all competencies and student learning outcomes. Click here for a list of competencies/student learning outcomes, completing an adequate learning portfolio, and completion of the CDR exit packet provided by the DI Director. The Clinical Nutrition and Dietetics concentration is 30 weeks plus orientation and the Food Insecurity/Food Banking concentration is 33 weeks in length plus orientation. Students must complete the program within 150% of the expected timeframe (45 weeks and 50 weeks respectively). Grades for NUTR 796, NUTR 797, and NUTR 798 will be issues with the Office of the Registrar. These courses are listed in the UNLV Graduate Catalog: [https://catalog.unlv.edu/index.php?catoid=20](https://catalog.unlv.edu/index.php?catoid=20)

**Statement of Responsibility**
Each intern assumes all risks and is solely responsible for any injury, illness or loss sustained while traveling to or participating in the UNLV DI, operated by the University of Nevada, Las Vegas, School of Allied Health Sciences, at their rotation sites unless such injury or loss arises solely out of the sites gross negligence or willful misconduct.

**Student Responsibilities (To Allow Supervised Practice Experience at the Sites)**

Information for Students/Interns Who are Accepted into the Program. This is Subject to Change with Site Requirement Changes. Interns Accepted into the Program will Receive a Welcome Letter with Detailed Checklist. Interns Must Begin their Background Check, Drug Testing, and Immunization/Immunization Verification Upon Receipt of the Welcome Letter.

1. Respond to all email messages. Once accepted into the program, instructions will follow via email.
2. Once you are enrolled at UNLV, you will be given a UNLV email address. This is the address that will be used once the program begins. If you have another email address, you may want to forward to your UNLV address since that is our method of communicating with you. You must respond to our email messages.
3. You will need to apply to the UNLV Graduate College as a non-degree seeking student. Go to: [http://graduatecollege.unlv.edu/prospective/non-degree/become_a_student/](http://graduatecollege.unlv.edu/prospective/non-degree/become_a_student/) and follow the instructions for Non-Degree Graduate Student Application. Once this is processed, you will receive an NSHE ID number. This number will allow you to register for courses. There is an application fee.
4. Once you are admitted to the Graduate College as a non-degree seeking student, you will need to enroll for three, two credit courses (NUTR 796, Supervised Practice: Community Nutrition; NUTR 797, Supervised Practice: Food Service Management; and NUTR 798, Supervised Practice: Clinical Nutrition). Please call Dawn Matusz, Program Assistant, at 702-895-4875 or email...
dawn.matusz@unlv.edu to assist you in getting registered as the call numbers are not published.

5. You will be billed for program tuition and fees through MyUNLV. Once you have your NSHE number, you will have access to this. Please call Audrey at 702-895-4875 if you need assistance.

6. You will have to complete a criminal background check and drug screen through Pre-Check. **INSTRUCTIONS WILL COME IN A SEPARATE EMAIL ONCE OUR PROGRAM ACCOUNT IS UPDATED.**

7. Obtain a food handlers card. This can be obtained through the Southern Nevada Health District. For more information about SNHD call 702-759-1000 or visit their website at www.southernnevadahealthdistrict.org.

8. You will need to be CPR/BLS certified through the American Heart Association.

9. Complete a **TWO-STEP** TB test. Many students choose to go to UNLV Student Health or the Southern Nevada Health District. For more information about SNHD call 702-759-1000 or visit their website at www.southernnevadahealthdistrict.org. You may choose another medical provider if you choose. **PLEASE BEGIN THIS PROCESS NOW AS IT TAKES TIME.**

10. Provide proof of immunizations (2-step TB, MMR, Rubeola, Chicken Pox (Varicella), Hep A & B, Tetanus & Diphtheria), medical insurance coverage, and a statement from your physician that you are in good health and that you can complete the DI. You will be on your feet for many hours a day, will need to move through the hospital in a timely manner, and will be exposed to ill patients. This letter needs to come from an MD, DO, or Advanced Nurse Practitioner (APN). **PLEASE NOTE- WE WILL BE USING THE PRECHECK SYSTEM FOR YOU TO SUBMIT AND VERIFY ALL IMMUNIZATIONS. SPECIFIC INSTRUCTIONS WILL FOLLOW IN A SEPARATE EMAIL MESSAGE.** You may begin gathering these for submission.

11. A couple of you may need additional testing (it will depend on who I assign to which site). I will be working on that over the next several weeks. I will notify you if you need additional testing.


13. Student Membership in the Nevada Academy of Nutrition of Dietetics: Cost Varies. Free if selected as part of your national membership.

14. Obtain liability insurance. You can do this through the American Dietetic Association website or through Seabury & Smith (http://www.seaburychicago.com/) and keep proof for your file.

15. Provide a copy of your official DPND Verification Statement. This is the document you will receive from your DPND Director once you complete all of your coursework.

16. Provide a copy of your official transcript with degree posted. Please check with your university to see when degrees are posted.

17. Fingerprinting.
   - Metro's Fingerprint Bureau
   - A couple of you who will be working at the VA will need Federal Fingerprinting as well. Once I have the rotation schedules finalized, I will let you know if you are one of those interns. Please do not take care of this step until I notify you if you need local or Federal fingerprinting.

**ALL OF THE ABOVE REQUIREMENT MUST BE COMPLETED AND PAPERWORK SUBMITTED BY THE DEADLINE SPECIFIED IN YOUR WELCOME LETTER AND/OR EMAIL CORRESPONDANCE. FAILURE TO COMPLETE/SUBMIT WILL RESULT IN PROGRAM DELAYS OR DISMISSAL FROM THE PROGRAM.**
**Financial Aid**
Most interns are not eligible for federal financial aid because the UNLV DI does not grant a degree. Most interns are eligible for private student loans. We will certify to lending agencies that the intern is enrolled in six graduate credits and is enrolled in full-time supervised practice. For more information on financial aid please visit: [http://www.unlv.edu/finaid](http://www.unlv.edu/finaid)

**Assignments & Preparation for the Internship**
1. Training for all Interns:
   - Online Training Through UNLV Risk Management: http://rms.unlv.edu/occupational/training
   - Back Safety
   - General Workplace Safety
   - HIPAA
   - Blood Borne Pathogens
   - Radiation Safety for Radiation Producing Devices
2. Once you are registered, you will need to go to WebCampus (https://webcampus.nevada.edu/webct/entryPage.dowebct)
3. You will need to complete a case study book/self study course. The book you need to purchase is: Medical Nutrition & Disease: A Case Study Approach (5th Ed). Wiley-Blackwell. You need to complete parts 3 and 4 (Chapters 6-13). You should complete the “Case Questions” within each chapter. I realize that the answers are in the text, so I do expect you to work on these and submit your responses in your own words. Please make sure you do this in MS Word or at least be able to save the responses as a pdf file.
5. You may purchase these books from any source (i.e. Amazon, the publisher, etc). Please be prepared to turn in your medical terminology book at orientation. You will get it back for reference.
6. There will be a few additional exercises for you to complete. You will need resources from your DPND Program to complete these (i.e. a Nutrition Assessment book, a MNT book, a medical dictionary, etc).
7. Hospitals have their own orientation dates. We will notify you when you are to report to hospital orientation. This may occur before the internship date.

**Recommended Resources**
5. Medical Dictionary.
6. Medical Abbreviations Reference.

NOTE: We do have these resources in the Nutrition Sciences office. You are welcome to come by and use these.