

COURSE NAME; NUMBER; SEMESTER; MEETING DAYS, TIMES, AND PLACE.

Professional Issues in Dietetics (Pass/No Credit)

11:709:405 Fall 2018

Tuesday 9:15-10:10am

Heldrich Science Building, Room 106

CONTACT INFORMATION:

Instructor(s): Virginia Quick, PhD, RD

Office Location: Davison Hall, Room 209

Office Phone: (848) 932-0950 Cell Phone: (908) 507-4879 Email: vquick@njaes.rutgers.edu

Office Hours: Tuesday 1-3pm and Thursday 1-2pm and by appointment

COURSE WEBSITE, RESOURCES AND MATERIALS:

- Resources and materials will be made available on the class Sakai website.
- Websites to review:
 - Academy of Nutrition & Dietetics: <http://www.eatright.org>
 - Dietetic Internship Programs: <https://www.eatrightpro.org/acend/accredited-programs/dietetic-internships>
 - DICAS: <http://portal.dicas.org>
 - D&D Digital (computer matching company): <http://www.dnddigital.com>
 - Videos for DI centralized application service: https://www.youtube.com/watch?v=qP28aNF_hkI ; <https://www.youtube.com/watch?v=8A8SXcU9768&t=1s>
 - Find a Preceptor: <https://www.eatrightpro.org/acend/training-and-volunteer-opportunities/preceptors-and-mentors>

COURSE DESCRIPTION:

Students will develop professional materials that will be used in their future careers including a personal statement, resume, and a professional portfolio. Students will also become familiar with career options in the field of dietetics and learn how to navigate the process of becoming a registered dietitian nutritionist (RD/RDN) or a nutrition and dietetic technician registered (NDTR) along with other non-traditional career pathways.

LEARNING OBJECTIVES:

At the end of this course, students will be able to:

1. Develop a personal plan for completing dietetic internship requirements.
2. Complete the supervised practice program application process.
3. Apply professional resources to aid in career development and continuing education.
4. Develop and maintain a personal professional portfolio.
5. Cultivate a primary and secondary career plan within the field of dietetics.
6. Communicate responses to common interview questions.
7. Discuss current health care reimbursement issues, policies, and regulations

2017 Core Knowledge for the RDN (KRDN) – Standards for the Didactic Programs in Dietetics:

Rutgers University Department of Nutritional Sciences undergraduate Didactic Program in Dietetics is accredited by the Accreditation Council for Education in Nutrition and Dietetics (ACEND) of the Academy of Nutrition and Dietetics (AND). The following ACEND Core Knowledge aptitudes are included within the curriculum of this course:

KRDN 2.1 – Demonstrate effective and professional oral and written communication and documentation (i.e., interviewing skills and personal statement)

KRDN 2.2 – Describe the governance of nutrition and dietetics practice, such as the Scope of Nutrition and Dietetics Practice and the Code of Ethics for the Profession of Nutrition and Dietetics; and describe inter-professional relationships in various practice settings (i.e., lectures on ACEND, AND, CDR, CEU, registration, licensing, etc.)

KRDN 2.4: Discuss the impact of health care policy and different health care delivery systems on food and nutrition services (e.g., health care policy assignment).

KRDN 2.8: Demonstrate an understanding of the importance and expectations of a professional in mentoring and precepting others (i.e., preceptor essay assignment).

KRDN 4.1 – Apply management theories to the development of programs or services (i.e., job descriptions, job postings, interviewing skills, application skills, etc.).

KRDN 4.3: Describe the regulation system related to billing and coding, what services are reimbursable by third party payers, and how reimbursement may be obtained (i.e., guest speakers; in-class lecture).

ASSIGNMENTS/RESPONSIBILITIES & ASSESSMENT:

This course is a PASS/NO CREDIT. To achieve a passing grade, the student must complete do the following:

Attendance: Students are expected to attend all scheduled class meeting unless a prior arrangement has been made. I expect college-level, professional behavior. Once class has started, such things as reading newspapers, working on outside-of-class materials, carrying on distracting side conversations, leaving early, etc., are considered rude and distracting to me, your classmates, and especially to our guests. All cell phones must be turned to vibrate or silent during class time. If a student feels it necessary to answer a phone or open a text during class time, that student must exit the classroom to do so. Laptops must be used for class-related activities ONLY, no social networking! Students attending class are expected to arrive to class on time and stay the entire class time.

Written Assignments: All assignments are due on dates listed unless prior arrangements have been made.

1. Online Information Survey: https://rutgers.ca1.qualtrics.com/jfe/form/SV_8GoZYuHjhnzMWKp
2. Personal information form and GPA calculation document
3. Updated resume
4. First and second drafts of personal/professional statement
5. Nutrition job search: select a minimum of three future career options in the field of dietetics using current job postings
6. Health Care and Public Policy Assignment
7. Preceptor Essay Assignment
8. Initiate and maintain an online personal professional portfolio.
9. Contact 3 letters of reference for application

COURSE SCHEDULE:

Tentative Schedule

Class Date	Topic	Assignments
Sept 4 th	Introduction & course expectations Working in the field of dietetics/nutrition	
Sept 11 th	Supervised practice program application process (Part 1): How do you decide where to apply?	<i>Online Information Survey DUE</i>
Sept 18 th	Supervised practice program application process (Part 2): How do you decide where to apply? <ul style="list-style-type: none"> Rutgers DPD/ISPP program (New) 	
Sept 25 th	How to write a personal statement	<i>Personal Information Form DUE (Place final versions into your student drop box on Sakai)</i>
Oct 2 nd	Resume development, Larry Jacobs, Career Services	
Oct 9 th	<i>Guest speaker – Jennifer Tomesko from Rutgers Newark, Entry-level MSCN Dietetic Internship Program</i>	
Oct 16 th	In-Class Peer Review of Resume & Guidance for Writing Personal Statement	<i>Resume due</i>
October 23 rd	Outside Class Work – Read Assigned Article (Haughton & Stang) and Complete Mini Quiz (bring to next class)	<i>1st draft of personal statement due (Place in student drop box on Sakai)</i>
October 30 th	Continuing education units and registration upkeep; Developing a personal professional portfolio <i>Guest speaker: Devon Golem, PhD, RDN</i>	<i>Health care and public policy mini quiz due (bring hard copy to class)</i>
Nov 6 th	<i>Guest speakers from Sodexo Internship of Allentown, PA Robert Zurfluh & Alison Reyes</i>	
Nov 13 th	Discuss letters of reference & job search findings DTR Pathway, RDN & NDTR Exam	<i>Nutrition job search due</i>
Nov 20 th	Outside Class Work – Read Assigned Article and Complete Preceptor Essay Assignment	<i>2nd draft of personal statement due (Place in student drop box on Sakai)</i>
Nov 27 th	<i>Guest speakers – Anne Sugrue, RD; Kelly Payne; Others</i> TBD	<i>-Preceptor Essay Due (place in student drop box) -Personal Professional e-portfolio due (upload web link to student drop box)</i>
Dec 4 th	<i>Guest speaker – TBD</i>	
Dec 11 th	Questions for Director & End of Semester – Individual appointments to review application materials for selected DI program(s) this week (bring all materials & questions to your appointment)	<i>Contact 3 letters of reference for application</i>

ACCOMODATIONS FOR STUDENTS WITH DISABILITIES

Please follow the procedures outlined at <https://ods.rutgers.edu/students/registration-form>. Full policies and procedures are at <https://ods.rutgers.edu/>

ABSENCE POLICY

Students are expected to attend all classes; if you expect to miss one or two classes, please use the University absence reporting website <https://sims.rutgers.edu/ssra/> to indicate the date and reason for your absence. An email is automatically sent to me.

ACADEMIC INTEGRITY

The university's policy on Academic Integrity is available at <http://academicintegrity.rutgers.edu/academic-integrity-policy>. The principles of academic integrity require that a student:

- properly acknowledge and cite all use of the ideas, results, or words of others.
- properly acknowledge all contributors to a given piece of work.
- make sure that all work submitted as his or her own in a course or other academic activity is produced without the aid of impermissible materials or impermissible collaboration.
- obtain all data or results by ethical means and report them accurately without suppressing any results inconsistent with his or her interpretation or conclusions.
- treat all other students in an ethical manner, respecting their integrity and right to pursue their educational goals without interference. This requires that a student neither facilitate academic dishonesty by others nor obstruct their academic progress.
- uphold the canons of the ethical or professional code of the profession for which he or she is preparing.

Adherence to these principles is necessary in order to ensure that

- everyone is given proper credit for his or her ideas, words, results, and other scholarly accomplishments.
- all student work is fairly evaluated and no student has an inappropriate advantage over others.
- the academic and ethical development of all students is fostered.
- the reputation of the University for integrity in its teaching, research, and scholarship is maintained and enhanced.

Failure to uphold these principles of academic integrity threatens both the reputation of the University and the value of the degrees awarded to its students. Every member of the University community therefore bears a responsibility for ensuring that the highest standards of academic integrity are upheld.

STUDENT WELLNESS SERVICES

Just In Case Web App <http://codu.co/cee05e>

Access helpful mental health information and resources for yourself or a friend in a mental health crisis on your smartphone or tablet and easily contact CAPS or RUPD.

Counseling, ADAP & Psychiatric Services (CAPS)

(848) 932-7884 / 17 Senior Street, New Brunswick, NJ 08901/ www.rhscaps.rutgers.edu/

CAPS is a University mental health support service that includes counseling, alcohol and other drug assistance, and psychiatric services staffed by a team of professional within Rutgers Health services to support students' efforts to succeed at Rutgers University. CAPS offers a variety of services that include: individual therapy, group therapy and workshops, crisis intervention, referral to specialists in the community and consultation and collaboration with campus partners.

Violence Prevention & Victim Assistance (VPVA)

(848) 932-1181 / 3 Bartlett Street, New Brunswick, NJ 08901 / www.vpva.rutgers.edu/

The Office for Violence Prevention and Victim Assistance provides confidential crisis intervention, counseling and advocacy for victims of sexual and relationship violence and stalking to students, staff and faculty. To

reach staff during office hours when the university is open or to reach an advocate after hours, call 848-932-1181.

Disability Services

(848) 445-6800 / Lucy Stone Hall, Suite A145, Livingston Campus, 54 Joyce Kilmer Avenue, Piscataway, NJ 08854 / <https://ods.rutgers.edu/>

Rutgers University welcomes students with disabilities into all of the University's educational programs. In order to receive consideration for reasonable accommodations, a student with a disability must contact the appropriate disability services office at the campus where you are officially enrolled, participate in an intake interview, and provide documentation: <https://ods.rutgers.edu/students/documentation-guidelines>. If the documentation supports your request for reasonable accommodations, your campus's disability services office will provide you with a Letter of Accommodations. Please share this letter with your instructors and discuss the accommodations with them as early in your courses as possible. To begin this process, please complete the Registration form on the ODS web site at: <https://ods.rutgers.edu/students/registration-form>.

Scarlet Listeners

(732) 247-5555 / <http://www.scarletlisteners.com/>

Free and confidential peer counseling and referral hotline, providing a comforting and supportive safe space.