

**Olivet Nazarene University's
Didactic Program in Dietetics
Student Manual**



Family and Consumer Science Department

Olivet Nazarene University

Weber Center

One University Avenue

Bourbonnais, Illinois 60914

Phone (815)939-5398

Website <http://web.olivet.edu/facs>.

E-mail canstrom@olivet.edu

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Introduction to the Didactic Program in Dietetics (DPD)

Welcome to the Dietetics Program at Olivet Nazarene University. Dietetics is one of six majors in the Department of Family and Consumer Science. The Department of Family and Consumer Science is housed in the School of Professional Studies. The official title of the program, according to the Commission on Accreditation for Dietetics Education (CADE), is the Didactic Program in Dietetics (DPD). Olivet's Dietetic Program is one of 224 DPD approved/accredited by CADE.

Statement of Approval Status

The Didactic Program in Dietetics (DPD) is completing steps in the accreditation process. Currently, the Eligibility Application has been accepted, granting the program Developmental Accreditation. Therefore, the program will be pursuing initial accreditation with the self-study and site visit. This visit is scheduled for October 5 – 7, 2008. The Commission on Accreditation for Dietetics Education of the American Dietetic Association is located at 120 South Riverside Drive, Suite 2000, Chicago, Illinois 60606, (312) 899-0040, ext. 5400. Olivet has had a CADE approved program since 1979.

The Mission

The program has established a mission and demonstrates that the mission is compatible with the mission statement or philosophy of the sponsoring organization and the preparation of entry-level dietetics practitioners.

The didactic program in dietetics (DPD) at Olivet Nazarene University supports the following mission statement that provides direction for program participants.

Mission Statement for the Didactic Program in Dietetics

“It is the mission of the didactic program in dietetics to prepare students to become entry-level dietetics practitioners through the provision of foundational knowledge, skills and competencies to aid in a successful application process and completion of their selected dietetic internship as well as successful completion of the Registered Dietitian examination. Further the program strives to provide dietetic students an academic, spiritual and personal avenue to grow, develop, lead and encourage one another in their passion for nutrition and health.”

This mission statement was an effort put forth by DPD students, faculty and DPD alumni. This mission statement is in agreement with the mission statements of the Department of Family and Consumer Sciences, and Olivet Nazarene University.

Mission Statement for the Department of Family and Consumer Sciences

“The Department of Family and Consumer Sciences at Olivet Nazarene University offers a diverse set of specialty programs that have the central mission of enhancing human health and well-being, as well as impacting the quality of goods and services in response to human needs across the life cycle. Teaching strategies that integrate Christian principles are targeted to all levels of environmental systems, including individuals, families and communities alike. The programs offered in the Department focus on professional preparation while emphasizing the importance of a liberal education in the arts, humanities and sciences.”

Family and Consumer Science Theme: “All for One and One for All”

A theme statement exists to help students and faculty communicate the department mission, especially the integrative nature of the multiple specializations (majors) in the Family and Consumer Science Department. The theme statement is as follows:

“As members of God’s family, we may have different interests and gifts, but we have the common goal of sharing our faith in Jesus Christ, the Son of the Living God. The Department of Family and Consumer Sciences at Olivet Nazarene University includes six majors that are joined together as one department. Graduates of the department are prepared for Christ-centered service to all types of individuals, families and communities.”

This theme statement is based on the New Testament scripture, I Corinthians 12:12-13, 27-31.

“The body is a unit, though it is made up of many parts; and though all its parts are many, they form one body. So it is with Christ. For we were all baptized by one Spirit into one body—whether Jews or Greeks, slave or free—and we were all given the one Spirit to drink”. “Now you are the body of Christ, and each one of you is a part of it. And in the church God has appointed first of all apostles, second prophets, third teachers, then workers of miracles, also those having gifts of healing, those able to help others, those with gifts of administration, and those speaking in different kinds of tongues . . . But eagerly desire the greater gifts.”

Further evidence of DPD program support can be found within the mission of the University.

Mission Statement for Olivet Nazarene University

“Olivet Nazarene University, a denominational University in the Wesleyan tradition, exists to provide a liberal arts “Education with a Christian Purpose,” Our mission is to provide high quality academic instruction for the purpose of personal development, career and professional readiness, and the preparation of individuals for lives of service to God and humanity. “We seek the strongest scholarship and the deepest piety, knowing that they are thoroughly compatible [and]. . . a Christian environment . . . where not only knowledge but character is sought,” (Quotation from the Olivet University Catalog, 1915.)

The American Dietetic Association

What Is ADA?

The American Dietetic Association is the world’s largest organization of food and nutrition professionals. ADA is committed to improving the nation’s health and advancing the profession of dietetics through research, education and advocacy.

ADA was founded in Cleveland, Ohio, in 1917 by a visionary group of women, led by Lenna F. Cooper and ADA’s first president, Lulu C. Graves, who were dedicated to helping the government conserve food and improve the public’s health and nutrition in World War I.

ADA Leaders 2008-2009

ADA is led by a Board of Directors comprised of national leaders in nutrition and health. The dietetics profession is governed by a 98-member elected House of Delegates.

- President: Martin M. Yadrick, MS, MBA, RD, FADA
- President-elect: Jessie M. Pavlinac, MS, RD, CSR, LD
- Speaker of the House: Marsha K. Schofield, MS, RD, LD
- Chief Executive Officer: Ronald S. Moen, MS

ADA Members

Approximately 75 percent of ADA's 68,000 members are registered dietitians (RDs) and four percent are dietetic technicians, registered (DTRs). Other members include consultants, educators, researchers and students. Nearly half of all ADA members hold advanced academic degrees. ADA members represent a wide range of practice areas and interests including public health; sports nutrition; medical nutrition therapy; diet counseling, cholesterol reduction, diabetes, heart and kidney disease; vegetarianism; foodservice management, hospitals, restaurants, long-term care facilities and education systems; education of other health-care professionals and scientific research.

ADA Location

Headquarters

120 South Riverside Plaza, Suite 2000

Chicago, Illinois 60606

Phone: 800/877-1600

Washington office

1120 Connecticut Avenue N.W., Suite 480

Washington, D.C. 20036

Phone: 800/877-0877

Media Contact

To contact ADA's Public Relations Team, e-mail

media@eatright.org.

ADA Web Site

www.eatright.org/

Reliable Nutrition Information for the Public

ADA's dynamic Web site, www.eatright.org/, contains a wealth of nutrition information for consumers and the media, featuring approximately 5,000 pages of content from news releases and consumer tips to Nutrition Fact Sheets, consumer FAQs and the Good Nutrition Reading List. Consumers seeking the services of a registered dietitian can use the [Find a Nutrition Professional](#) feature on ADA's Web site. In addition, www.eatright.org offers links to many other nutrition-oriented sites.

Credentialing Agency for Dietetics Professionals

The [Commission on Dietetic Registration](#) awards credentials to individuals at entry and specialty levels who have met CDR's standards for competency to practice in the dietetics profession, including successful completion of its national certification examination and recertification by continuing professional education or examination.

Professional Educational Programs

ADA's [Commission on Accreditation for Dietetics Education \(CADE\)](#) is recognized by the Council on Higher Education Accreditation and the United States Department of Education as the accrediting agency for education programs that prepare dietetics professionals. Through the

accreditation and approval of more than 600 undergraduate and graduate didactic, dietetic technician and supervised practice programs, CADE ensures that entry-level education meets quality standards.

Journal of the American Dietetic Association

The most widely read peer-reviewed periodical in the dietetics field, the monthly Journal brings original research, critical reviews and reports and authoritative commentary and information to nutrition and dietetics professionals throughout the world. Access the table of contents, research study abstracts and selected articles at www.adajournal.org/.

ADA Foundation

The American Dietetic Association Foundation was established in 1966 as a 501(C)(3) public charity. Its mission is to fund the future of dietetics through research and education. ADAF achieves its goals by providing support for research, education and public awareness programs and is the largest grantor of scholarships in nutrition and dietetics. For the 2008–09 academic year, ADAF has invested in the future of the dietetics profession by awarding approximately \$280,000 to more than 220 students through graduate, undergraduate and continuing education scholarships. Information is taken from the ADA website:

http://www.eatright.org/cps/rde/xchg/ada/hs.xsl/home_404_ENU_HTML.htm (2008).

Olivet's Didactic Program in Dietetics

Didactic Program in Dietetic Goals

The goals for the DPD at Olivet Nazarene University are organized according to a three-dimensional framework of the University; General Education Dimension, Academic-Professional Preparation Dimension, and the Socio-Christian Dimension. A more in-depth review of the program goals and outcome measures can be found in the 2008 Didactic Program Self-Study document.

The General Education/Academic-Professional Preparation /Socio-Christian Dimension

Program Goal I: The DPD shall prepare student to be competent in various stages of career readiness culminating with the successful completion of an ADA approved Supervised Practice Program.

Program Goal II: The program will provide a framework in which students can reflect a comprehensive understanding of the dietetic profession and means by which they can become contributing members of society.

Opportunities for students to demonstrate integration of the Christian faith in food and nutrition systems, both on a personal and professional basis will occur.

Student Learning Outcomes Grid: Is found on the website under Dietetic Student Learning Outcomes <http://web.olivet.edu/facs>

Credentialing Steps (Didactic Program in Dietetics to Registered/Licensure Status)

Becoming a Registered/Licensed Dietitian is a three step process:

- First, students complete a Didactic Program in Dietetics and receive a Verification Statement. The Verification Statement is provided by the DPD Director upon proof of program completion, including graduation with a Bachelor of Science or Bachelor of Arts in Dietetics. The Olivet graduation requirements for dietetics, which are the same for obtaining the Verification Statement from Olivet, are stated in the catalog. Students must also complete the internship application process and participate in a match to be accepted into the Supervised Practice Program (internship). Acceptance into this step is competitive. Grade point average, work experience and leadership qualities are considered.
Olivet offers the didactic program and support in the matching process.
- Second, students must complete a Supervised Practice Program (internship) after completion of the DPD requirements. *Olivet continues to stay in touch and offer assistance as needed.*
- Third, upon completion of the Supervised Practice Program the student must take and pass the Registration Exam for Dietitians given by the Commission on Dietetic Registration. *At this step, the "RD" credential is earned. The "LDN" credential is for Illinois licensure.*

Didactic Program in Dietetics Graduation Requirements

The following general requirements apply to all bachelor's degrees:

1. A minimum of 128 semester hours of credit;
2. A minimum grade point average of 2.0 ("C"); DPD students are required to achieve a grade of "C" or better in any course listed in FACS, BIOL and CHEM. Policies regarding repeating courses are listed in the catalog (p. 41). Students facing hardship related to this graduation requirement may petition to the Academic Standards Committee that the requirement be waived. In either case, a Verification Statement of DPD completion will be provided to the graduate if all other graduation requirements are met.
3. A minimum of 40 hours of credit in upper-division courses (courses numbered 300 or above);
4. Completion of the general education studies of 45-58 hours; it should be noted that the DPD general education requirement hours range from 36 to 39 to 41 dependent on student choice in terms of intercultural credit courses.
5. Completion of a major program of study as specified by the College, School, or Department in which the major is taken or the major in General Studies described later;
6. Completion of supporting courses as specified by the major department;
7. The student taking the Bachelor of Arts degree must complete foreign language in the general education requirements.
8. Participation in the senior outcomes testing programs in general education and as may be specified by the major department.
9. The student must file an application for the degree with the Registrar six months prior to the expected date of graduation.

10. Students may participate in commencement as August graduates only if they are within 12 hours of graduation by the end of the spring semester, and have filed a plan of studies with the Registrar by April 1.

Dietetic Program Admission Criteria: Once a student is admitted to the university any student who declares a major in the field of dietetics is automatically admitted into the program. Once the major is declared the student should inform the Registrar Office and make an appointment to see the DPD program director; Cathy Anstrom, MS, MBA, LD, RD/ 815-939-5398. During this appointment the student will be informed of DPD requirements.

Required Courses to Complete the DPD: You may link to the DPD list of required courses via the university website <http://web.olivet.edu/reg/pdf/DIET.pdf>

Double Majors and Minors

The dietetic major earns a student an automatic chemistry minor. A student may consider additional majors or minors to compliment the DPD program and his/hers career goals. Examples of programs recent DPD students have completed include business, exercise science, athletic training, and psychology. Neither a second major or additional minors are required for completion of the DPD at Olivet.

DPD Program Length

The DPD is planned to be completed in eight semesters with a full course load. The program may take longer than eight semesters for some transfer students, students not following the DPD schedule, students taking less than a full course load, or students choosing to complete a second major or additional minors.

Scheduling Courses

The following statement is found under General Requirements for Graduation (p. 44 in printed version). “Student Responsibility: Every candidate for a degree is personally responsible for meeting all requirements for graduation”. The following suggestions will make the scheduling process easier for the student:

1. Complete an eight semester plan in FACS. The student will have more than one opportunity to complete this plan; once in FACS 101, Orientation to FACS and during GNST 110, The Freshman Experience. Transfer students may complete a plan less than eight semesters. This will depend on the Registrar review of transcripts and approval of hours to transfer into the program.
2. Follow the recommended schedule provided by the DPD Director, keeping in mind that some courses are offered in alternate years.
3. Meet with the DPD director to have your schedule approved and be released for online registration.
4. “Students are expected to arrange a graduation evaluation with the Registrar’s office prior to the start of their junior year” (p. 44 printed catalog). A copy of the grad check should be provided to the DPD director. This will be kept in the student file.

Four Year Schedule

To avoid major scheduling conflicts and to meet prerequisite course work, you should adhere to the schedule (course sequence) provided by the DPD Director. Certain exceptions may exist for transfer students and student with a double major. You should verify all schedules with the DPD Director. This sample schedule is subject to change without notice, but any changes will be published by the Registrar's office prior to registration for each semester. Other departments may change course times or terms without notice to any other department.

Sample Four Year Sequence Plan

FRESHMAN (Fall)		(Spring)		(Summer-Extra)		<u>ACT SCORE</u>
Class	Cr.	Class	Cr.	Class	Cr.	
1. FACS 126	3	1. FACS 230	3	1. _____	___	English _____
2. PHED 090	0	2. CHEM II 104	4	2. _____	___	Math _____
3. FACS 101(1 st block)	1	3. CHEM II Lab	0	3. _____	___	Soc Sc _____
4. CHEM 103	4	4. THEO 101	3			Nat Sc _____
5. CHEM 1 Lab	0	5. THEO 101 group	0	Comments:		Comp _____
6. ENG 108 or 109	4-3	6. FINA 101	3			
7. FACS 134	3	7. COMM 105	<u>3</u>			
8. GNST	<u>0</u>	TOTAL HOURS	16			
TOTAL HOURS	14 - 15	SEM. GPA	___			
SEM. GPA	___	CUM. GPA	___			
30 – 31 TOTAL						
SOPHOMORE (Fall)		(Spring)		(Summer-Extra)		<u>WORK LOAD</u>
Class	Cr.	Class	Cr.	Class	Cr.	
1. FACS 232	2	1. LIT 205	3	1. _____	___	_____
2. FACS 231	3	2. BIO 247	4	2. _____	___	
3. BIO 246	4	3. BIO 247 Lab	0	3. _____	___	
4. BIO 246 Lab	0	4. BLIT 202	3			
5. CHEM 311	5	5. ENG 210	3	Comments:		
6. CHEM 311 Lab	0	6. MATH 103 or *117	3	*Math 117 is a prereq for BSNS		
7. BSNS 160	<u>3</u>	7. _____	___	241 – business stats		
TOTAL HOURS	17	TOTAL HOURS	16			
SEM. GPA	___	SEM. GPA	___			
33 – TOTAL		CUM. GPA	___			

JUNIOR (Fall)		(Spring)		(Summer-Extra)		<u>WORKLOAD</u>
Class	Cr.	Class	Cr.	Class	Cr.	
1. ACCT 110	4	1. PSYC 101	3	1. _____	_____	_____
2. ACCT 110 Lab	0	2. BLIT 303	3	2. _____	_____	
3. PSYC 331 or *	3-4	3. SOCY 120	3	3. _____	_____	
4. FACS 330	3	4. FACS 337 **	3			
5. MICRO BIO 356	4	5. FACS 338 or 339	4	Comments:		
6. MICRO Lab	0	6. FACS 338/339 Lab	0	* BSNS 241		
7. FACS 335	<u>3</u>	7. FACS 331 **	<u>3</u>	**FACS 337 every other year		
TOTAL HOURS	17-18	TOTAL HOURS	16	-on the even year. FACS 331		
SEM. GPA	_____	SEM. GPA	_____	every other year on the odd		
CUM. GPA	_____	CUM. GPA	_____	year.		
30-34 TOTAL						
SENIOR (Fall)		(Spring)		(Summer-Extra)		<u>WORKLOAD</u>
Class	Cr.	Class	Cr.	Class	Cr.	
1. FACS 435	3	1. THEO 404	3	1. _____	_____	_____
2. Elective *	3	2. FACS 331 or 337	3	2. _____	_____	
3. FACS 498	2	3. FACS 338 or 339	4	3. _____	_____	
4. FACS 455	3	4. BSNS 253	3			
5. BIO 335	4	5. HIST 200	3	Comments:		
6. BIO 335 Lab	0	6. _____	_____	*Intercultural credit course.		
7. FACS 398 **	<u>(1)</u>	7. _____	_____	Recommend SPAN 110		
TOTAL HOURS	15-16	TOTAL HOURS	16	**If BSNS 241 is taken		
SEM. GPA	_____	SEM. GPA	_____	FACS 398 is needed.		
CUM. GPA	_____	CUM. GPA	_____	See notation concerning		
31-32 TOTAL				FACS 337 and 331 above		

Verification Statement

The signed verification statement documents that an individual has completed the **requirements** of a dietetics education program accredited or approved by the Commission on Accreditation for Dietetics Education. It is essential to the CADE dietetics education, CDR registration eligibility and ADA membership processes as follows:

- To establish eligibility for a Dietetic Internship program
The completion of CADE Didactic Program requirements and at least a bachelor's degree from a U.S. regionally accredited college/university or foreign equivalent are necessary for eligibility to enter a CADE-accredited Dietetic Internship program. When the Director of a Didactic Program in Dietetics signs a verification statement, she/he also is verifying that the individual has completed at least a baccalaureate degree from a U.S. regionally accredited college/university or foreign equivalent.
- To establish eligibility to write the registration examination for dietitians and dietetic technicians
 - * A verification statement is required by the Commission on Dietetic Registration upon completion of the Coordinated Program, Dietetic Internship and Dietetic Technician Program to indicate completion of academic or supervised practice requirements for eligibility to write the registration examination.
 - * Not applicable if individual completed the name/address verification form for Program Director to submit via CDR software.
- To establish eligibility for ADA membership
A verification statement is required when applying for ADA Active membership.

Accessed from ADA website

http://www.eatright.org/cps/rde/xchg/ada/hs.xsl/CADE_15754_ENU_HTML.htm

A Verification Statement is a form supplied and completed by the Program Director. Only forms with original signatures are valid. The Program Director will provide these forms to the DPD graduate only after confirmation of program requirements by the Registrar at Olivet Nazarene University. To receive a Verification Statement from Olivet Nazarene University, a student must meet the following criteria:

- Achieve a grade of C or higher in all FACS and science courses
- Abide by the General Requirements for Graduation (pp. 44-45, printed catalog)

DPD Program Costs

- Costs for tuition, room and board and a general fee charged to all students to cover activities can be found in the printed program on page 27. This information is also found in the online catalog accessible using the following URL address <http://www.olivet.edu/catalog/> under financial information.
- Books and supporting materials for courses and course projects. These materials are listed in course syllabi.
- Lab coat is needed for FACS 338/339 hospital practicum. The student may also need a lab coat in the Supervised Practice Programs (internship).
- Transportation to local facilities for required practicum hour completion.
- Health insurance coverage; a copy must be on file with the DPD Director before any required practicum experience. This is a requirement stated in the affiliation agreements with the practicum experience sites. It is the student's responsibility to acquire health insurance.

- TB skin tests are also required prior to the start of FACS 338/339 practicum hours. Cost is dependent on whether the student needs a step one or step two. Juniors usually need a step two and seniors need a step one as long as the second TB test is completed within one year of the last. The student can accomplish this with the family physician or at school through the county health department. The health department fee is \$5.00 for step one and \$10.00 for a step two. Immunizations that are filed with the university's health service office are accessed with written permission from the student and are sent to the facilities prior to 338/339 practicum hours.
- A criminal background check is completed prior to the start of FACS 338/339 practicum hours. A clear report must come back from the student's home county and Kankakee County.
- Optional student liability insurance; Olivet provides basic coverage for liability during practicum hours, but students may opt for additional coverage.
- Computer access: All students are required to register their personal computers with the campus network. Students have the option of paying a \$50.00 security deposit at the university's cashier office to receive Microsoft Office 2007 for a PC and Microsoft Office 2008 for Mac's. Students will receive a disc to download these programs for their use. There is a two day time limit to accomplish this download. A return of the disc to the cashier office will enable the security deposit to be returned to the student. Students who do not have a personal computer can access a pc in one of the multiple computer labs on the campus; four in Weber Center, two in Benner Library, one in Reed Hall of Science.
- Membership to professional organizations is strongly encouraged during a student's undergraduate experience at Olivet. Enrollment in FACS 101 Orientation requires student membership in The American Association of Family and Consumer Sciences (AAFCS) for \$60.00/year. Student membership to the American Dietetic Association (ADA) is \$43.00/year and South Suburban Dietetic Association is \$15.00 for a two year period. A senior may join for \$7.50/yr. Membership to ADA also includes membership to The Illinois Dietetic Associate (IDA). AAFCS and ADA membership require an annual renewal.
- Honor Society initiation fees (i.e., Kappa Omicron Nu or Phi Delta Lambda). Application to honor societies is optional once invitation to membership is received, but requires an application process. Cost for Kappa Omicron Nu is \$51.00 and covers the student from the application year to one year post graduation.

Scholarship Opportunity

Competitive scholarship applications are available from ADA, local dietetic associations and Family and Consumer Science organizations. In addition, various groups provide applications on related scholarship on occasion. Scholarship information will be posted in the RED informational book found at the Secretary's desk. Also, see ONU based scholarships listed in the online catalog.

Letters of Recommendation for Scholarships or Internship Applications

Read the requirements carefully. The student is responsible for informing the faculty member what is needed. Submit requests either in person or via email. Be sure to allow a minimum response time of two weeks. Requests not allowing this response time may not be able to be completed. In your request submit the following; who is the letter to be addressed to, what is the purpose of the letter, is the faculty recommending the student for graduate school, an internship, a scholarship or professional position, when

must the letter be submitted by – what is the deadline, what is the address of the organization, facility or business. Be sure to provide a copy of your resume completed in FACS 498 and let the faculty person know if there is anything you want mentioned or emphasized.

It should be noted that in requesting a letter of recommendation from the DPD director the student is has provided the institution's name and address, and in doing so, has given permission for the DPD director to contact the facility and obtain information regarding a students' readiness to successfully complete the dietetic internship program. This information is obtained from the internship in the form of a survey that is available to each student for review upon request.

Transfer Students

Suggestions for getting involved:

- Join the student organizations, Student Unit of the American Association of Family and Consumer Sciences (SUFC), the Student Dietetic Club, South Suburban Dietetic Association or a campus group.
- Network in FACS 101 Orientation, get involved with your student mentor from FACS 498
- Communicate with faculty, even if you are not currently enrolled in a FCS course

Resources for the DPD Student

Benner Library

- Online Manual of Clinical Dietetics
- Dietetic Related books in 600's; also check the nursing and health science sections
- Internet Search Engines
- Medical dictionaries
- Medical and Health Related Journals
 - American Journal of Clinical Nutrition
 - Journal of the American Dietetic Association
 - Nutrition (annual editions)
 - Nutrition Today
 - National Research Council (U.S.) Food and Nutrition Board
 - Report on the World Nutrition Situation

Family and Consumer Science Department

- ADA membership – Evidence Analysis Library
- Nutrition Lab with 6 functional kitchens
- Lafayette Skinfold Calipers
- Lafayette Anthropometer
- Body Logic Body Fat Analyzer
- Omron Blood Pressure Monitor
- Videos/DVDs
- Nasco Food Models

Practicum Hours vs. Supervised Practice

Required practicum hours are opportunities provided to the DPD students during the undergraduate program. These experiences allow the student to enhance classroom learning through hands on activities with food and nutrition professionals. While several DPD courses require practicum hour completion as part of the course, students are encouraged to pursue additional work experience in summer jobs or volunteer experiences. Many Supervised Practice Programs (internships) require that an applicant have food and nutrition work experience as part of the application process.

The ADA Supervised Practice Programs (internships) require a minimum of 900 hours (as of March 1, 2009 the minimum number of hours is increased to 1200) of planned activity prior to taking the RD exam. DPD students apply to Supervised Practice programs during the senior year, although the application process should begin the junior year. The DPD Director provides an application guide to Supervised Practice Experiences to assist the student in selecting programs. In addition, an Internship Workshop is presented once per year by the DPD Director. This workshop is open to all DPD students; however it is required for junior and senior DPD students.

Prior Work Experience

Although previous work experience related to foods and nutrition is an asset to the student in this program it will not be considered as a replacement for required practicum hours.

Current Courses with Practicum Hours

- FACS 330 Community Nutrition – 10 hours completed through WIC/Kankakee County Health Department.
- FACS 337 Quantity Foods – 25 hours completed through Sodexo/ONU campus food service.
- FACS 338/339 Medical Nutrition Therapy – 45 hours per semester completed through local medical centers.

Family Educational Rights and Privacy Act (FERPA)

Olivet Nazarene University is in compliance with the **Family Educational Rights and Privacy Act (FERPA)** which is designed to protect the privacy of educational records. Details about the policy and procedures are available at the Office of the Registrar.

DPD Faculty

The DPD program currently consists of two full-time and adjunct professors. All professors are registered/licensed dietitians. Two of the three faculty are in the active process of completing Ph.D. degrees. Inquires about the dietetics program should be directed to Cathy Anstrom, the director of the DPD program; inquires about the department of Family and Consumer Sciences should be directed to Dr. Diane Richardson, Chair.

Full-time faculty teaching within the dietetic program are:

Diane Richardson, CFCS, Ed.D., *Department Chair/ Professor*

Bachelor of Science: Secondary Education, Olivet Nazarene University

Masters of Arts in Education, Olivet Nazarene University

Doctor of Education/Educational Leadership, Nova Southeastern University

Certified in Family and Consumer Sciences

Catherine Anstrom, M.S., M.B.A., L.D., R.D., *Dietetic Program Director/ Associate*

Professor. Bachelor of Science: Home Economic Education, Eastern Illinois University

Completion of Plan IV Requirements for Dietetics, Eastern Illinois University

Master of Business Administration: Olivet Nazarene University

Master of Science: Clinical Dietetics, Rosalind Franklin University of Medicine and Science

Doctoral Study, Education, Capella University

Registered and Licensed Dietitian

Certified Food Safety Manager and Instructor in the State of Illinois

Heather Gibbs, M.S., L.D., R.D., *Assistant Professor*

Bachelor of Science: Dietetics, Olivet Nazarene University

Master of Science: Nutrition Education, University of Kansas

Doctoral Study, Nutrition Education, University of Illinois

Registered and Licensed Dietitian

Part-time faculty teaching within the dietetic program:

Anita Loher, M.P.H., M.S.M.O.B., L.D.N., R.D., *Adjunct Professor*

Bachelor of Science: Dietetics, Southern Illinois University

Master of Public Health: Health Care Administration, Benedictine University

Master of Science: Management and Organizational Behavior, Benedictine University

Registered and Licensed Dietitian

Sanitation Certificate, State of Illinois

Questions Associated with Supervised Practice Programs

Do I have to complete a Supervised Practice Program (SPS)?

- Yes, prior to taking the RD exam. This step to professional credentialing usually occurs upon the completion of the DPD program. Occasionally, a student may delay applying to a SPP in order to gain additional work experience, save money, etc. The SPP is the second of three steps that must be completed to earn the RD credential.
- No, if the RD status is not desired. Although the career market is limited without the RD credential. Students may pursue certain food and nutrition careers with a bachelor's degree in dietetics. It is the student's responsibility to check with his/her state licensing laws or credentials required to work in the field.

How do I increase my chances of acceptance into a SPP?

Placement in a Supervised Practice Program is competitive, with DPD graduates from across the county applying. Each program has its own selection criteria. Each program provides this information either on their websites or in the Supervised Practice Program Applicant Guide which can be obtained from the DPD Director. In general, students need a GPA greater than 3.0 on a 4.0 scale, related work experience, evidence of leadership, and positive recommendations from faculty and work experience supervisors. Some Supervised Practice Programs also evaluate a student's written goals and strengths/weaknesses. All criteria should be considered early in the DPD so that the student can acquire and build these skills.

How Does Olivet's DPD Program Prepare Students for the SPP Application Process?

The Supervised Practice Program application and all associated costs are the sole responsibility of the student.

- Grade standards are in place. Students struggling with grades should meet with the DPD Director. Tutors are available through Academic Support Services on campus.
- Practicum hours are required in selected classes, but students should obtain additional work experience. Students may consider seeking lab or departmental teaching assistantships.
- Leadership opportunities are available through the Student Unit of the American Association of Family and Consumer Sciences, Kappa Omicron Nu Honor Society, Dietetic Club, campus groups, local dietetic associations, and Resident Assistantship.
- Letters of Recommendation – do not discount their importance. Those who write these should know well.
- Provides ample opportunities to volunteer in department organizations including; participation in projects, mentoring underclassmen effectively.
- Direct communication with faculty.
- Internship Workshop – offered yearly to address student questions.
- The DPD Director will review all student applications prior to granting letters of recommendations.

Are there steps that should be taken each year while Students are in the DPD program?

Freshman/ Sophomore Year:

- Attend the Internship Workshop to remind and motivate underclassmen to set and achieve goals.
- Obtain SPP application to review.
- Obtain scholarship information and applications

Junior Year:

- Begin to investigate Supervised Practice Programs via the directory or SPP website. What are their criteria for program acceptance?
- Begin to plan and schedule visits of facilities you are considering
- Discuss program selections in terms of costs and location with family.
- Begin to fill out the SPP application

Senior Year:

- It is strongly recommended that you schedule and take the GRE.
- Applications due for review by DPD Director the first week of November
- Requests for recommendation letters are due prior to Thanksgiving break in November.
- Collect letters of recommendation prior to the end of the semester in December.
- Applications are generally due in early February (however some exceptions apply – be sure to review SPP application deadline dates carefully).
- Register with D&D digital online.
- Selection notification in April

Graduates

- Senior year process applies for fall SPP start dates
- Applications are generally due in September for January start dates

Costs associated with the SPPs (2008)

Application

- Application fee for each facility. Students are strongly encouraged to apply to a minimum of four SPPs. The cost is variable dependent on the program but usually ranges from \$25.00 to \$50.00 administration fee per application.
- Application fee for each graduate program. Variable, dependent on program but should be listed on program website
- Processing fee to D&D digital. One time cost of \$50.00 each time you go through the application process.
- Copying, Printing, Mailing costs. Variable based on the number of internship and scholarship application packets that are mailed.
- GRE fee. Registration fee is \$140.00. For more information visit the following website

- <http://www.ets.org/portal/site/ets/menuitem.1488512ecfd5b8849a77b13bc3921509/?vgnextoid=ede42d3631df4010VgnVCM10000022f95190RCRD&vgnnextchannel=cbc6e3b5f64f4010VgnVCM10000022f95190RCRD>
- Travel costs to visit facilities. Variable based on student site selection, mode of transportation, need for overnight accommodations.

Supervised Practice Programs

- Each SPP publishes individual fees, which may include books, tuition, meals, housing, travel, health insurance, and malpractice insurance

What if I am not matched into a Supervised Practice Program?

The student and the DPD Director should meet to discuss options regarding the “No Match” scenario. Students may reapply immediately to sites with openings after the match, or reapply for winter start dates. Some student may wait until the following year, gaining work experience or improving grades in the meantime. If graduate school is a goal of the student, this may be an opportunity to initiate course work.

Opportunity to file complaints with The American Dietetic Association: If dietetics students feel that a complaint about the program goes beyond the level of the department or the university, they may choose to file a complaint to the program’s accrediting body, as follows:

The commission of Accreditation for Dietetics Education (CADE) will review complaints that relate to a program’s compliance with the accreditation standards. CADE is interested in the sustained quality and continued improvement of dietetics education programs but does not intervene on behalf of individuals or act as a court of appeal for individuals in matters of admission, appointment, promotion, or dismissal of faculty, staff, or students.

A copy of the accreditation standards and/or CADE’s policy and procedure for submission of complaints may be obtained by contacting staff at The American Dietetic Association, 120 South Riverside Plaza, Suite 2000, Chicago, IL 60606 or by calling (800) 877-1600 ext. 4872.

Code of Ethics for the Profession of Dietetics

The American Dietetic Association and its Commission on Dietetic Registration have adopted a voluntary, enforceable code of ethics. This code, entitled the Code of Ethics for the Profession of Dietetics, challenges all members, registered dietitians, and dietetic technicians, registered, to uphold ethical principles. The enforcement process for the Code of Ethics establishes a fair system to deal with complaints about members and credentialed practitioners from peers or the public.

The first code of ethics was adopted by the House of Delegates in October 1982; enforcement began in 1985. The code applied to members of The American Dietetic Association only. A second code was adopted by the House of Delegates in October 1987 and applied to all members and Commission on Dietetic Registration credentialed practitioners. A third revision of the code was adopted by the House of Delegates on October 18, 1998, and enforced as of June 1, 1999, for all members and Commission on Dietetic Registration credentialed practitioners.

The Ethics Committee is responsible for reviewing, promoting, and enforcing the Code. The Committee also educates members, credentialed practitioners, students, and the public about the

ethical principles contained in the Code. Support of the Code of Ethics by members and credentialed practitioners is vital to guiding the profession's actions and to strengthening its credibility.

Preamble

The American Dietetic Association and its credentialing agency, the Commission on Dietetic Registration, believe it is in the best interest of the profession and the public it serves to have a Code of Ethics in place that provides guidance to dietetics practitioners in their professional practice and conduct. Dietetics practitioners have voluntarily adopted a Code of Ethics to reflect the values and ethical principles guiding the dietetics profession and to outline commitments and obligations of the dietetics practitioner to client, society, self, and the profession.

The Ethics Code applies in its entirety to members of The American Dietetic Association who are Registered Dietitians (RD's) or Dietetic Technicians, Registered (DTR's). Except for sections solely dealing with membership, the Code applies to all RDs and DTRs who are not members of The American Dietetic Association. All of the aforementioned are referred to in the Code as "dietetics practitioners". By accepting membership in the American Dietetic Association and/or accepting and maintaining Commission on Dietetic Registration credentials, members of the American Dietetic Association and Commission of Dietetic Registration credentialed dietetics practitioners agree to abide by the Code

Code of Ethics for the Profession of Dietetics

1. The dietetics practitioner conducts himself/herself with honesty, integrity, and fairness.
2. The dietetics practitioner practices dietetics based on scientific principles and current information.
3. The dietetics practitioner presents substantiated information and interprets controversial information without personal bias, recognizing that legitimate differences of opinion exist.
4. The dietetics practitioner assumes responsibility and accountability for personal competence in practice, continually striving to increase professional knowledge and skills and to apply them in practice.
5. The dietetics practitioner recognizes and exercises professional judgment within the limits of his/her qualifications and collaborates with others, seeks counsel, or makes referrals as appropriate.
6. The dietetics practitioner provides sufficient information to enable clients and others to make their own informed decisions.
7. The dietetics practitioner protects confidential information and makes full disclosure about any limitations on his/her ability to guarantee full confidentiality.
8. The dietetics practitioner provides professional services with objectivity and with respect for the unique needs and values of individuals.
9. The dietetics practitioner provides professional services in a manner that is sensitive to cultural differences and does not discriminate against others on the

basis of race, ethnicity, creed, religion, disability, sex, age, sexual orientation, or national origin.

10. The dietetics practitioner does not engage in sexual harassment in connection with professional practice.
11. The dietetics practitioner provides objective evaluations of performance for employees and coworkers, candidates for employment, students, professional association memberships, awards, or scholarships. The dietetics practitioner makes all reasonable effort to avoid bias in any kind of professional evaluation of others.
12. The dietetics practitioner is alert to situations that might cause a conflict of interest or have the appearance of a conflict. The dietetics practitioner provides full disclosure when a real or potential conflict of interest arises.
13. The dietetics practitioner who wishes to inform the public and colleagues of his/her services does so by using factual information. The dietetics practitioner does not advertise in a false or misleading manner.
14. The dietetics practitioner promotes or endorses products in a manner that is neither false nor misleading.
15. The dietetics practitioner permits the use of his/her name for the purpose of certifying that dietetics services have been rendered only if he/she has provided or supervised the provision of those services.
16. The dietetics practitioner accurately presents professional qualifications and credentials.
 - a. The dietetics practitioner uses Commission on Dietetic Registration awarded credentials ("RD" or "Registered Dietitian"; "DTR" or "Dietetic Technician, Registered"; "CSP" or "Certified Specialist in Pediatric Nutrition"; "CSR" or "Certified Specialist in Renal Nutrition"; and "FADA" or "Fellow of The American Dietetic Association") only when the credential is current and authorized by the Commission on Dietetic Registration. The dietetics practitioner provides accurate information and complies with all requirements of the Commission on Dietetic Registration program in which he/she is seeking initial or continued credentials from the Commission on Dietetic Registration.
 - b. The dietetics practitioner is subject to disciplinary action for aiding another person in violating any Commission on Dietetic Registration requirements or aiding another person in representing himself/herself as Commission on Dietetic Registration credentialed when he/she is not.
17. The dietetics practitioner withdraws from professional practice under the following circumstances:
 - a. The dietetics practitioner has engaged in any substance abuse that could affect his/her practice;
 - b. The dietetics practitioner has been adjudged by a court to be mentally incompetent;
 - c. The dietetics practitioner has an emotional or mental disability that affects his/her practice in a manner that could harm the client or others.

18. The dietetics practitioner complies with all applicable laws and regulations concerning the profession and is subject to disciplinary action under the following circumstances:
 - a. dietetics practitioner has been convicted of a crime under the laws of the United States which is a felony or a misdemeanor, an essential element of which is dishonesty, and which is related to the practice of the profession.
 - b. The dietetics practitioner has been disciplined by a state, and at least one of the grounds for the discipline is the same or substantially equivalent to these principles.
 - c. The dietetics practitioner has committed an act of misfeasance or malfeasance which is directly related to the practice of the profession as determined by a court of competent jurisdiction, a licensing board, or an agency of a governmental body.
19. The dietetics practitioner supports and promotes high standards of process of professional practice. The dietetics practitioner accepts the obligation to protect clients, the public, and the profession by upholding the Code of Ethics for the Profession of Dietetics and by reporting alleged violations of the Code through the defined review

The American Dietetic Association and its credentialing agency, the Commission on Dietetic Registration.

Taken from http://www.eatright.org/cps/rde/xchg/ada/hs.xsl/home_779_ENU_HTML.htm

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