

**NC 281 STUDENT PERFORMANCE CRITERIA
COMMUNITY AGENCIES**

These competencies meet requirements for the ACEND-accredited Dietetic Technician program.

The accreditation agency for the Dietetic Technician program, ACEND, has defined core competencies, which are the skills needed for entry-level practice as a nutrition and dietetics technician, registered. They are indicated on the competency record by a CNDT number.

Clinical Notebooks:

At the end of your supervised practice, you will turn in a clinical notebook.

Note book to include:

- Preparation for your Community Agency assignment
 - Clinical Site Orientation
 - Competency Record/ Performance Criteria
 - Student Performance Evaluation by Supervisor
 - Student Evaluation of Experience
 - Student Work Report (one for each week) or log of your hours
 - **All pages must be signed by your preceptor.**
1. Organize your notebook following the sections of the Competencies page. (1st section is 'General Information', 2nd section is 'Scientific and Evidence Base of Practice', etc.).
 2. Provide a brief (2-3 paragraphs) summary of each of the starred items, as applicable.
 3. Include examples/documentation of how you accomplished the competencies in each section. For example, include educational handouts, brochures, photos of events, curriculum, etc.
 4. If you do not complete a competency at your site, you may use assignments from class.
 5. You may include activities completed at your community agency, other events, and completed in class.

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Expected Student Performance Criteria

Entry Level Competency

* Items - Reports are to be included in notebook	Competency	Does Not Meet	Meets	Exceeds	N/A
AGENCY :					
1. GENERAL INFORMATION					
A. *Describe the services provided and locations					
B. *Identify mission, goals, objectives of program					
C. *Identify professional (types/numbers) and volunteers involved in staffing the program.					
D. *Describe communities/population being served – eligibility criteria, ages, length of time allowed in program					
E. *Identify source of funding, and means of fund-raising or donations; is agency non-profit?					
F. *Identify legislative Issues impacting the agency and clients					
2. SCIENTIFIC AND EVIDENCE BASE OF PRACTICE					
A. Access data, references, patient education materials, consumer and other information from credible sources.	CNDT 1.1				
B. Conduct a literature search on a specific topic, as assigned, using OCC library, agency, and Internet resources. Summarize and evaluate.	CNDT 1.1				
C. *Identify nutrition standards that must be met, or nutrition guidelines used for the programs (Harvest of the Month, Dietary Guidelines for Americans, MyPlate)	CNDT 1.1				
D. *Evaluate at least one lesson plan – nutrition content, techniques used, visual aids, evaluation tools, response of participants	CNDT 1.2				
E. *Describe how the program complies with State/Federal guidelines (school lunch guidelines, WIC food package)	CNDT 1.2				
F. *Evaluate 2 nutrition education tools used. (languages, reading/comprehension levels, age & culture appropriateness)	CNDT 1.2				
3. PROFESSIONAL PRACTICE EXPECTATIONS					
A. Adhere to current federal regulations and state statutes and rules, as applicable and in accordance with accreditation standards and the Scope of Dietetics Practice, Standards of Professional Practice and Code of Ethics	CNDT 2.1				
B. Use clear and effective oral and written communication	CNDT 2.2				
C. *Prepare and deliver a sound food and nutrition presentation to target audience, as assigned.	CNDT 2.3				
D. Demonstrate active participation, teamwork, and contributions in group settings.	CNDT 2.4				
E. *Function as a member of interprofessional teams. Attend team conferences, interdepartmental meetings, and	CNDT 2.5				

SUPERVISED PRACTICE I COMPETENCY RECORD: NC 281

professional seminars, as assigned.					
F. Participate in professional and community organizations.	CNDT 2.7				
G. Demonstrate professional attributes in all areas of practice.	CNDT 2.8				
H. Show cultural competence in interactions with clients, colleagues, and staff	CNDT 2.9				
I. *List skills, education, training needed for conducting effective nutrition education classes for the agencies' population	CNDT 2.9				
J. Participate in advocacy on local, state, or national legislative or regulatory issues that impact the agency (for example, School District Wellness Policy)	CNDT 2.12				
4. CLINICAL AND CUSTOMER SERVICES					
A. Provide nutrition and lifestyle education to well populations through a client education class, parent class, or training	CNDT 3.3				
B. Observe nutrition education classes/instruction	CNDT 3.3				
C. *Promote health improvement, food safety, wellness and disease prevention for the general population by participating in a community event, such as a health fair, open house, etc.	CNDT 3.4				
D. *Develop a nutrition education brochure or newsletter article that is culturally and age appropriate and designed for the literacy level of the audience	CNDT 3.5				
E. *Modify recipes and menus for acceptability and affordability that accommodate the cultural diversity and health status of the client	CNDT 3.7				
5. PRACTICE MANAGEMENT AND USE OF RESOURCES					
A. *Participate in a quality improvement or customer services activity, such as a survey, to improve delivery of services.	CNDT 4.1				
B. Use current nutrition informatics technology to develop, store, retrieve, and use information and data. Follow agency procedures for updating records, documenting outcomes	CNDT 4.3				
C. Adhere to agency budget for activities, staffing. Review the budget and budget planning process for the program/agency.	CNDT 4.4				
D. *Propose and use procedures as appropriate to promote sustainability, reduce waste, and protect the environment.	CNDT 4.7				

Comments:

Student Signature

Supervisor Signature

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STUDENT PERFORMANCE EVALUATION

SUPERVISED PRACTICE COMPETENCY RECORD

Expected Student Performance Criteria

Student _____

Facility _____

General Rating _____

Date _____

Entry Level Competency

	Does Not Meet	Meets	Exceeds	N/A
1. Dependable, punctual, reliable				
2. Courteous, considerate, respectful of other's limitations, including time restraints				
3. Maintains professional appearance, dress code, appropriate to facility/tasks assigned				
4. Consistently follows policies and procedures of facility				
5. Uses time constructively to maximize learning opportunities				
6. Requests opportunities to acquire learning experiences needed				
7. Utilizes own resources before asking others for help				
8. Demonstrates appropriate listening skills				
9. Demonstrates proper conduct in regard to patient care with respect to confidentiality, informed consent, and privacy				
10. Adjusts verbal and non-verbal communication to each person and situation, asking relevant questions as needed				
11. Demonstrates sustained interest, willing to do assigned tasks				
12. Respects the right of those in authority to make decisions and complies with those decisions.				
13. Prioritizes tasks and performs them in a timely manner				
14. Willing to change plans to maintain quality of service if unexpected circumstances arise				
15. Interacts appropriately with the nutrition education team members.				
16. Interacts appropriately with interdisciplinary health care team				

Supervisor's Comments:

SUPERVISED PRACTICE I COMPETENCY RECORD: NC 281

Student Signature

Supervisor Signature

Date