

**TEXAS WOMAN'S UNIVERSITY**

**DEPARTMENT OF NUTRITION AND FOOD SCIENCES**

**DIDACTIC PROGRAM IN DIETETICS (DPD)**

**STUDENT HANDBOOK**

**2010 – 2011**

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***Welcome to the Undergraduate Program: BS in Nutrition: Emphasis in Dietetics!***  
*Congratulations on being accepted to Texas Woman's University and for choosing the emphasis in Dietetics.*

The Nutrition and Food Sciences Department offers the following degree programs:

- B.S. in Nutrition: Emphasis in:
  - Dietetics (Didactic Program in Dietetics-DPD);
  - Wellness;
  - Nutritional Sciences;
- B.S. in Food and Nutrition in Business and Industry;
- B.A.S. in Culinary Science & Food Service Management

This handbook is for students in the Dietetics and Institutional Administration program. Students in the other programs in the Department of Nutrition and Food Sciences are encouraged to address questions to their academic advisor. All students are encouraged to review the resources available at Texas Woman's University at the University, College, and Department levels. These resources are described in the [TWU Student Handbook](#).

This DPD Handbook has been developed to provide specific program information. However, it is extremely important that each student seek the advice of her/his academic advisor and not rely solely on the information provided here as this handbook serves as a **guide ONLY**.

Upon receipt of this handbook, students must sign the statement in Appendix C (the last page) to indicate their intention to read the contents and abide by its policies. Return this signed statement to the DPD director or the department secretary as soon as possible, but not later than one month after receipt of the handbook. The signed statement will be placed in the student's file that is maintained in the Department of Nutrition and Food Sciences.

Thank you for your cooperation.



Vicky Imrhan, PhD, RD/LD  
DPD Director

***Disclaimer***

The information contained in this handbook is subject to change by the NFS Department without prior notice. Texas Woman's University reserves the right to change any of the information presented in this handbook. These changes will become effective whenever the appropriate authorities so determine and may apply to both current and prospective students. Please note that the handbook is not a contract, expressed or implied, between TWU and any student, applicant, or faculty. For further information, students should consult their academic advisors, the director of the DPD, and information available on the NFS [departmental site](#).

## Why Are Students in the (DPD) Program?

Because they would like to become Registered Dietitians!

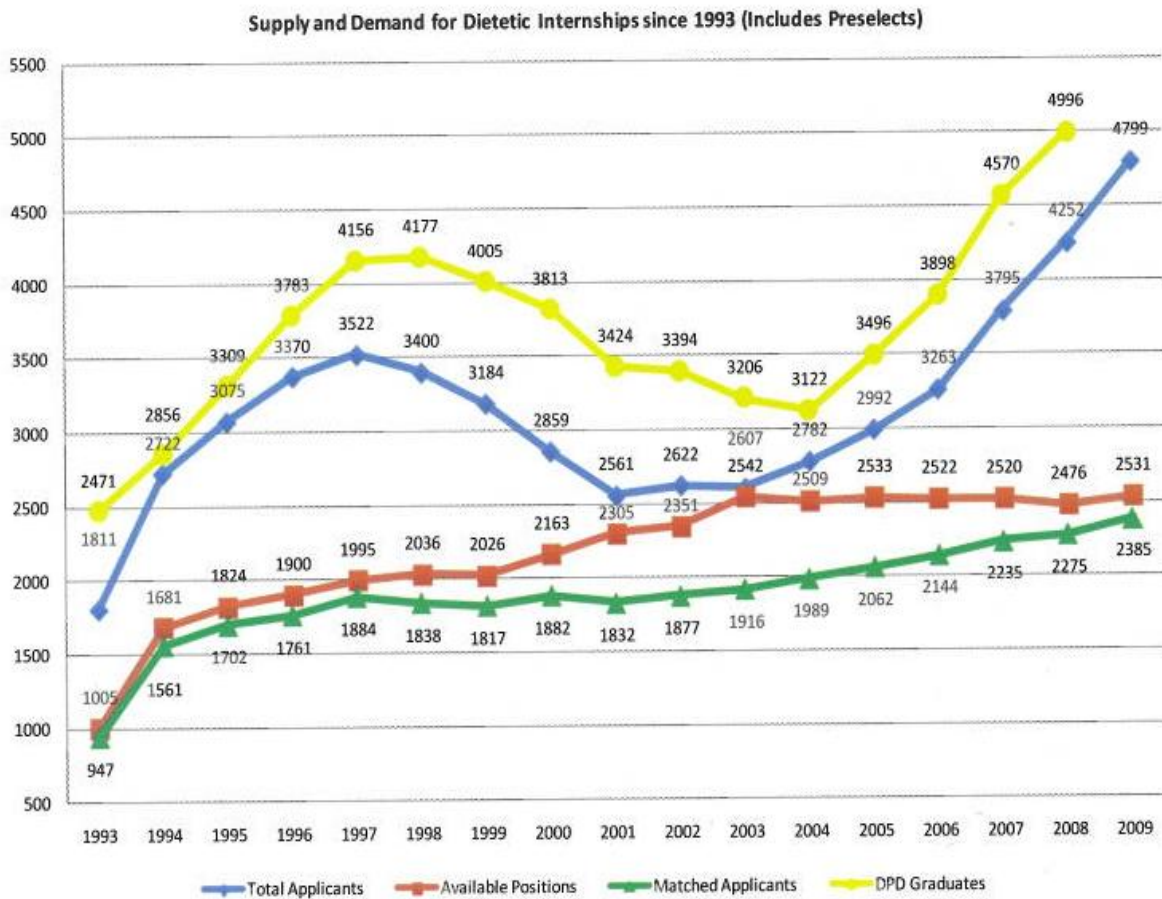
*To Become a Registered Dietitian:*

1. A student must complete a bachelor's degree and obtain a Verification Statement (VS) from the current DPD director. The VS verifies that a student has completed the required DPD courses and that she/he is ready to apply for a dietetic internship.
2. The student must be admitted to and successfully complete a dietetic internship program. These programs are very competitive and usually require the following:
  - A GPA of 3.0 or higher. Some have specific requirements for GPA in the DPD courses and/or science courses.
  - Work/volunteer experience especially in areas related to dietetics such as a hospital, nursing home, WIC clinic, or foodservice industry.
  - Recommendation letters that reflect the student's strengths – talents, academic performance, and personal characteristics from at least three people who will give strong recommendations.
  - **Note:** Some internship programs require additional information. Please review the requirements for those programs and submit all the required documents on time. To further assist the students at TWU, we have developed a course, NFS 4701, Dietetics as a Profession that all students in the DPD must take in the final fall semester at TWU. This course discusses routes to registration and the application process. A major assignment is preparation of an application packet.

A complete list of nationwide accredited Dietetic Internships may be found on the [American Dietetic Association](#)'s website.

3. Successful completion of the internship program qualifies the student to take the national Registration Examination to become a Registered Dietitian. *Congratulations!*

***Competitiveness of Internship Programs.*** During the first round of the April 2009 matching process, approximately **50%** of students who applied for a Dietetic-Internship position did not get matched. The graph below gives additional summary information. Faculty advisors and the DPD director have a wealth of information to guide and assist students with the application process. Valuable information is also available through the [ADA](#) website.



**Supply and Demand for Dietetic Internship Programs.** Students who are not successful in obtaining an internship position, should strengthen their applications by seeking certifications and credentials that are work-related, such as the Dietetic Technician, Registered (DTR). A student who has a Verification Statement of completion of DPD, is eligible to take the Dietetic Technician Registered exam. The DPD director will assist students with this process.

**Academic Dishonesty Statement**

Honesty in completing assignments is essential to the mission of the university and to the development of the personal integrity of the student. Cheating, plagiarism, or other kinds of academic dishonesty will not be tolerated and will result in appropriate sanctions that may include failing an assignment, failing the class, or being suspended or expelled. Suspected cases may be reported to Student Life. The specific disciplinary process for academic dishonesty is found in the TWU Student Handbook. Tools to help students avoid plagiarism are available through the TWU library’s [“Quick Links”](#) under “Research Help.”

**Grievance Procedure**

Students with concerns about the program should first attempt to discuss the concern with their academic advisor or the DPD director. If the student wishes to file an official grievance, she/he should refer to the procedures outlined in the TWU Student Handbook and contact any faculty member, the office staff in the NFS department, the DPD director, or the department chair for the current NFS form.

**Disability Accommodation Statement**

“If you anticipate the need for reasonable accommodations to meet the requirements of the courses in your program, you must register with the office of [Disability Support Services](#) (940-898-3835) in order to obtain the required official notification of accommodation needs. Please plan to meet your instructors by appointment or during office hours to discuss approved accommodations and how the course requirements and activities may impact your ability to fully participate.”

## THE DIDACTIC PROGRAM IN DIETETICS (DPD) AT TWU

### **Mission of the DPD at TWU**

The mission of the Didactic Program in Dietetics is to prepare students with the didactic knowledge and skills for entry into an accredited dietetic internship or into the profession of dietetics. Our vision is to be an “enthusiastic community of students, faculty, staff, alumni, and dietetic professionals dedicated to making the field of dietetics and society more productive.” The program at TWU is offered in the broader framework of a Bachelor of Science (B.S.) degree and includes the objectives of blending the liberal arts and sciences with career specific knowledge. The following goals are based on the “Foundation Knowledge Requirements and Learning Outcomes for DPD” (Appendix A). These are the criteria for programs that prepare graduates to be RDs and DTRs must meet to be accredited by the Commission on Accreditation for Dietetics Education (CADE).

### **Goals and Outcome Measures of the DPD**

**Goal 1: To provide students with an academic foundation in the liberal arts, sciences, and health/dietetics education that will produce competent professionals in the dietetic and other healthcare fields.**

#### *Outcome Measures:*

1. At least 80% of baccalaureate juniors and 90% post-baccalaureate students enrolled in the DPD will complete the program.
2. At least 80% of DPD students who apply for dietetic internships will gain entry and complete the program.
3. The RD pass rate for first timers will be at least 80%.
4. At least 95% of dietetic internship directors will rate the overall preparation of the DPD graduate for internship as ‘satisfactory’ or ‘excellent’.
5. From the responses to the Student Exit Survey conducted during the student’s final semester of enrollment, at least 75% of the required DPD courses will be rated as favorable (useful, very useful, or extremely useful).
6. From the survey of employers of graduates who did not seek an internship, at least 80% of the respondents would rate the preparation of the DPD graduates for the workforce as skilled or highly skilled.

**Goal 2: To prepare students to assume leadership roles as successful professionals who engage in life-long learning.**

#### *Outcome Measures:*

1. From the alumni survey, at least 95% of the respondents will be employed or attending graduate school three years after DPD completion.
2. From the alumni survey, at least 80% of the respondents who are employed in dietetics and related areas such as school or hospital foodservice will be registered dietitians.
3. From the alumni survey, at least 50% of the respondents who are employed will assume leadership roles as evidenced by achievement of at least one professional accomplishment three years after DPD completion.

**Accreditation Statement:** The Didactic Program in Dietetics (DPD) is currently granted **accreditation** by the Commission on Accreditation for Dietetics Education (CADE) of the American Dietetic Association; 120 South Riverside Plaza, Suite 2000; Chicago, IL 60606-6995; phone 800-877-1600; website [www.eatright.org/CADE](http://www.eatright.org/CADE).

### **Admission and Requirements**

Admission to the Bachelor of Science degree program in Nutrition: Emphasis in Dietetics is as follows:

**Freshman Students:** Currently, students admitted to TWU can choose to major in Nutrition with emphasis in Dietetics. Please see admission requirements at the [Office of Admission](#).

**Transfer Students:** Once a student is admitted to TWU, she/he can choose the Nutrition with emphasis in Dietetics degree program. Please refer to the [Office of Admission](#) at TWU for application requirements.

**Post-Baccalaureate Students:** Students with an earned bachelor's degree (or a more advanced degree), may elect to take only the courses required to complete the DPD. These students must consult the DPD director during the first semester at TWU for an evaluation of all transcript(s) and a list of courses that are needed to fulfill the DPD requirements at TWU. Students must take a minimum of 24 credit hours at TWU in order to obtain a Verification Statement. The following courses **must** be taken at TWU: NFS 4103, Medical Nutrition Therapy I; NFS 4113, Medical Nutrition Therapy II; NFS 4473, Nutrition Therapy and Education Methods; and NFS 4744, Principles of Foodservice Systems.

Students who have received their degree(s) from **foreign universities** must have their transcripts evaluated from an independent foreign degree evaluation agency. A list of the agencies is available at the American Dietetic Association [website](#). Please submit the evaluation along with a copy of all transcripts of your college/university to the DPD director who will evaluate the documents to determine the courses that must be completed at TWU in order to obtain a Verification Statement. NFS 1302 and 1301, Principles of Food Preparation and Laboratory; NFS 3713 and 3722, Quantity Foods Preparation and Laboratory; NFS 3043, Community Nutrition **must** be taken at TWU or another institution accredited by CADE. NFS 4103, Medical Nutrition Therapy I; NFS 4113, Medical Nutrition Therapy II; NFS 4473, Nutrition Therapy and Education Methods; and NFS 4744, Principles of Foodservice Systems **must** be taken at TWU.

**Requirements for Verification Statement of Completion of the Didactic Program in Dietetics.** The **DPD** is a set of courses within the Nutrition: Emphasis in Dietetics Bachelor of Science degree. These courses fulfill the academic requirements for a student to apply for a dietetic internship. The academic requirements are based on the "Foundation Knowledge Requirements and Learning Outcomes for DPD" (Appendix A). In order to become eligible to apply for a dietetic internship, students must successfully complete the courses in the DPD and receive a **Verification Statement** signed by the current DPD director. **The current grade requirements for DPD verification are:**

1. Earn grade "B" or better in NFS 1302, 1301, NFS 2323, NFS 3033, and NFS 3043. This requirement applies to students enrolling in the DPD starting Fall 2010.
2. Earn grade "C" or better in **all** other DPD courses. These courses appear below and [online](#).
3. Earn an overall GPA of 3.0. This requirement applies to students enrolling in the program starting Fall 2010.

## Suggested List & Sequence of Courses (Degree Plan) for B.S. in Nutrition: Emphasis in Dietetics

**Total of 120 hours for the degree**

### First Year at Texas Woman's University

	Hrs		Hrs
ENG 1013 Composition and Literature	3	ENG 1023 Composition and Literature	3
HIST 1013 History of U.S. (1492-1865)	3	HIST 1023 History of U.S. (1865-Present)	3
NFS 1302,1301 Food Prep & Prin + Lab	3	GOVT 2013 U.S. National Government	3
CSCI 1403 First Course in Computing	3	MATH 1013 Quantitative Literacy	3
Visual or Performing Arts (from approved list)	3	PSY 1013 Introduction to Psychology	3
	<b>15</b>		<b>15</b>

### Second Year at Texas Woman's University

	Hrs		Hrs
CHEM 1013,1011 General Chemistry + Lab	4	NFS 2323 Introduction to Nutrition	3
SPCH 1013 Oral Communication	3	GOVT 2023 Texas Government	3
NFS 2033,2031 Food Microbiology + Lab	4	CHEM 1023,1021 Organic Chemistry + Lab	4
Multicultural Women's Studies (from appr list)	3	MATH 1703 Statistics	3
Humanities (from approved list)	3	ZOOL 2033,2031 Anat & Physiology + Lab	4
	<b>17</b>		<b>17</b>

### Third Year at Texas Woman's University

	Hrs		Hrs
NFS 3033 Nutrition Through the Life Cycle	3	NFS 3101 Advanced Nutrition Lab	1
NFS 3043 Community Nutrition	3	NFS 3713,3722 Quantity Foods + Lab	5
BUS 3003 Principles of Management	3	NFS 3173 Culture & Food (Global Pers) <sup>2</sup>	3
NFS 3083 Bionutrition	3	NFS 3323,3321 Food Science	4
Elective (Global Pers) <sup>2</sup>	3		
	<b>15</b>		<b>13</b>

### Fourth Year at Texas Woman's University

	Hrs		Hrs
NFS 4103 Medical Nutrition Therapy I	3	NFS 4113 Medical Nutrition Therapy II	3
NFS 4701 Dietetics as a Profession	1	NFS 4473 Nutr Therapy & Education Methods	3
NFS 4744 Prin of Food Service Systems	4	NFS 4601 Literature in NFS Seminar	1
NFS 4302 Adv Nutrition/Micronutrients	2	NFS 4301 Nutritional Genomics	1
NFS 4303 Adv Nutrition/Macronutrients	3	Electives	4
Elective	3		
	<b>16</b>		<b>12</b>

Approved list of core courses in each component is available on the [Academic Affairs](#) website.

**Required sequence for the science-related courses:**

Chem 1013,1011 Intro Chem + Lab	Semester 1
Chem 1023,1021 Intro Org and Physio Chem + Lab	Semester 2
Chem 3603 Biological Chem <b>OR</b> NFS 3083 Bionutrition	Semester 3
NFS 3103,3101 Advanced Nutr + Lab	Semester 4*
NFS 4103 Med Nutr Therapy I	Semester 5**
NFS 4113 Med Nutr Therapy II	Semester 6

\*A student may take Advanced Nutrition along with Med Nutr Therapy I during the same semester.

\*\*Anatomy & Physiology must be taken before Med Nutr Therapy I

**Required sequence for the food-related courses:**

NFS 1302,1301 Prin Food Preparation + Lab	Semester 1
NFS 3722,3713 Quantity Food Prod + Lab	Semester 2
NFS 4744 Principles of Foodservice Systems	Semester 3

**Progression through the DPD**

Students are encouraged to review their transcripts each semester to make sure they have the required grades to continue in the program. **Those who do not have the required grade(s) will be given one semester, or the next time the course is offered to improve the grade(s).** Students who do not improve the grade(s) will be required to change their program from dietetics to one of the department's other undergraduate programs – B.S. in Food and Nutrition in Business & Industry or B.S. in Nutrition: Emphasis in Wellness.

**Note:** In order to advance to the fourth year (above), students must have taken ALL of the DPD courses from year 1 through year 3. Any deviation must be approved by the advisor **and** the DPD director. Please use the form in Appendix B of this handbook.

**Declaration of Intent to Complete the DPD**

Students can receive a "**Declaration of Intent**" to complete the DPD and the degree program when applying for internship programs. This document must include all the courses that are required for completion of the B.S. in Nutrition: Emphasis in Dietetics or program completion for the post-baccalaureate students. The "Declaration of Intent" document must be signed by the current DPD director.

**Estimated Cost of the Program**

Annual cost and fees to attend TWU are described in the current [TWU General Catalog](#) under the sections on financial information.

Additional variable fees may include:

- Laboratory course fees
- Laboratory coats
- Personal transportation to practicum sites
- Textbooks and educational supplies
- Professional organization (e.g. ADA, SDA) membership

## **Scholarship and Financial Aid**

TWU offers a variety of general scholarships to students. Please see the [list of available scholarships](#) under the heading Scholarships and Financial Aid, respectively. Additionally, the Department of Nutrition and Food Sciences offer scholarships due to the generous contributions of individuals. Applications for these scholarships (TWU & NFS) must be submitted by the **application deadline**, March 1, prior to the academic year for which they are applying for scholarships.

The American Dietetic Association Foundation (ADAF) and the Texas Dietetic Association Foundation (TDAF) offer scholarships that are open to students who are members of these associations. ADAF scholarship information is available within the [ADA website](#) and information for TDAF scholarships is available at the TDA [website](#).

## **Health Services**

The Student Health Services (SHS) at TWU is located in the southeast corner of Hubbard Hall (305 Administration Drive). The Student Health Services provide basic medical services to currently enrolled students. International students must show proof of health insurance. Please see the [TWU General Catalog](#) under Health insurance for international students for additional information.

## **Student Responsibilities and Ethics**

The ethics of the profession of dietetics include a sense of moral value regarding standards of practice, knowledge of responsibilities, and rules of conduct based upon human relations. Students can facilitate his/her professional and personal adjustments by assuming responsibilities for the following areas:

1. **Responsibilities to Himself/Herself**
  - a. To learn through application, experience, and experimentation.
  - b. To think critically.
  - c. To solve problems with minimum guidance through logical methods.
  - d. To evaluate or assess learning experiences based on stated and personal objectives.
  
2. **Responsibility to the Profession and Professional Organization:** The American Dietetic Association and its credentialing agency, the Commission on Dietetic Registration have developed “The Code of Ethics” which defines the ethical principles by which dietetics practitioners should practice. 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.

## **PRINCIPLES**

### **Fundamental Principles**

1. The dietetics practitioner conducts himself/herself with honesty, integrity, and fairness.
2. The dietetics practitioner supports and promotes high standards 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 perceived violations of the Code through the processes established by ADA and its credentialing agency, CDR.

### **Responsibilities to the Public**

3. The dietetics practitioner considers the health, safety, and welfare of the public at all times. The dietetics practitioner will report inappropriate behavior or treatment of a client by another dietetics practitioner or other professionals.
4. The dietetics practitioner complies with all laws and regulations applicable or related to the profession or to the practitioner's ethical obligations as described in this Code.
  - a. The dietetics practitioner must not be convicted of a crime under the laws of the United States, whether a felony or a misdemeanor, an essential element of which is dishonesty.
  - b. The dietetics practitioner must not be disciplined by a state for conduct that would violate one or more of these principles.
  - c. The dietetics practitioner must not commit an act of misfeasance or malfeasance that 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.
5. The dietetics practitioner provides professional services with objectivity and with respect for the unique needs and values of individuals.
  - a. The dietetics practitioner does not, in professional practice, discriminate against others on the basis of race, ethnicity, creed, religion, disability, gender, age, gender identity, sexual orientation, national origin, economic status, or any other legally protected category.
  - b. The dietetics practitioner provides services in a manner that is sensitive to cultural differences.
  - c. The dietetics practitioner does not engage in sexual harassment in connection with professional practice.
6. The dietetics practitioner does not engage in false or misleading practices or communications.
  - a. The dietetics practitioner does not engage in false or deceptive advertising of his or her services.
  - b. The dietetics practitioner promotes or endorses specific goods or products only in a manner that is not false and misleading.
  - c. The dietetics practitioner provides accurate and truthful information in communicating with the public.
7. The dietetics practitioner withdraws from professional practice when unable to fulfill his or her professional duties and responsibilities to clients and others.
  - a. The dietetics practitioner withdraws from practice when he/she has engaged in abuse of a substance such that it could affect his or her practice.
  - b. The dietetics practitioner ceases practice when he or she has been adjudged by a court to be mentally incompetent.
  - c. The dietetics practitioner will not engage in practice when he or she has a condition that substantially impairs his or her ability to provide effective service to others.

### **Responsibilities to Clients**

8. The dietetics practitioner recognizes and exercises professional judgment within the limits of his or her qualifications and collaborates with others, seeks counsel, or makes referrals as appropriate.
9. The dietetics practitioner treats clients and patients with respect and consideration.
  - a. The dietetics practitioner provides sufficient information to enable clients and others to make their own informed decisions.

- b. The dietetics practitioner respects the client's right to make decisions regarding the recommended plan of care, including consent, modification, or refusal.
10. The dietetics practitioner protects confidential information any limitations on his or her ability to guarantee full confidentiality.
  11. The dietetics practitioner, in dealing with and providing services to clients and others, complies with the same principles set forth above in "Responsibilities to the Public" (Principles #3-7).

### **Responsibilities to the Profession**

12. The dietetics practitioner practices dietetics based on evidence-based principles and current information.
13. The dietetics practitioner presents reliable and substantiated information and interprets controversial information without personal bias, recognizing that legitimate differences of opinion exist.
14. The dietetics practitioner assumes a life-long responsibility and accountability for personal competence in practice, consistent with accepted professional standards, continually striving to increase professional knowledge and skills and to apply them in practice.
15. The dietetics practitioner is alert to the occurrence of a real or potential conflict of interest and takes appropriate action whenever a conflict arises.
  - a. The dietetics practitioner makes full disclosure of any real or perceived conflict of interest.
  - b. When a conflict of interest cannot be resolved by disclosure, the dietetics practitioner takes such other action as may be necessary to eliminate the conflict, including recusal from an office, position, or practice situation.
16. The dietetics practitioner permits the use of his or her name for the purpose of certifying that dietetics services have been rendered only if he or she has provided or supervised the provision of those services.
17. The dietetics practitioner accurately presents professional qualifications and credentials.
  - a. The dietetics practitioner, in seeking, maintaining, and using credentials provided by CDR, provides accurate information and complies with all requirements imposed by CDR. The dietetics practitioner uses CDR-awarded credentials ("RD" or "Registered Dietitian"; "DTR" or "Dietetic Technician, Registered"; "CS" or "Certified Specialist"; and "FADA" or "Fellow of the American Dietetic Association") only when the credential is current and authorized by CDR.
  - b. The dietetics practitioner does not aid any other person in violating any CDR requirements, or in representing himself or herself as CDR-credentialed when he or she is not.
18. The dietetics practitioner does not invite, accept, or offer gifts, monetary incentives, or other considerations that affect or reasonably give an appearance of affecting his/her professional judgment.

### ***Clarification of Principle:***

- a. Whether a gift, incentive, or other item of consideration shall be viewed to affect, or give the appearance of affecting, a dietetics practitioner's professional judgment is dependent on all factors relating to the transaction, including the amount or value of the consideration, the likelihood that the practitioner's judgment will or is intended to be affected, the position held by the practitioner, and whether the consideration is offered or generally available to persons other than the practitioner.

- b. It shall not be a violation of this principle for a dietetics practitioner to accept compensation as a consultant or employee or as part of a research grant or corporate sponsorship program, provided the relationship is openly disclosed and the practitioner acts with integrity in performing the services or responsibilities.
- c. This principle shall not preclude a dietetics practitioner from accepting gifts of nominal value, attendance at educational programs, meals in connection with educational exchanges of information, free samples of products, or similar items, as long as such items are not offered in exchange for or with the expectation of, and do not result in, conduct or services that are contrary to the practitioner's professional judgment.
- d. The test for appearance of impropriety is whether the conduct would create in reasonable minds a perception that the dietetics practitioner's ability to carry out professional responsibilities with integrity, impartiality, and competence is impaired.

### **Responsibilities to Colleagues and Other Professionals**

- 19. The dietetics practitioner demonstrates respect for the values, rights, knowledge, and skills of colleagues and other professionals.
  - a. The dietetics practitioner does not engage in dishonest, misleading, or inappropriate business practices that demonstrate a disregard for the rights or interests of others.
  - b. The dietetics practitioner provides objective evaluations of performance for employees and coworkers, candidates for employment, students, professional association memberships, awards, or scholarships, making all reasonable efforts to avoid bias in the professional evaluation of others.

### **PROCESS FOR CONSIDERATION OF ETHICS ISSUES**

In accordance with ADA's [Code of Ethics](#), a process has been established for consideration of ethics issues. This process defines the procedure for review of and response to ethics complaints, including hearings, disciplinary action, and appeals. The process was approved on June 2, 2009, by the ADA Board of Directors, the House of Delegates, and the Commission on Dietetic Registration.

### **CONDUCT AND RESPONSIBILITIES OF STUDENTS IN THE NFS DEPARTMENT**

#### *Attendance*

It is the responsibility of students to attend all classes including practicum at the scheduled times. For practicum, especially in NFS 3722 Quantity Foods Laboratory, it is the student's responsibility to request adjustments previous to scheduling. If unable to appear at the scheduled time, the student must call the supervisor of the area of assignment to report the absence and call the instructor also.

Rescheduling of assignments should be made with the instructor and the facility staff.

#### *Personal Conduct*

Students are expected to assume responsibility for their own behavior at all times. Refer to TWU Student Handbook Student Code of Conduct and Disciplinary Procedures.

#### *Illness or Injury at the Facility*

If the student suffers an injury, illness, or other adverse event while in rotation at a facility, **neither the university nor the facility is responsible or liable to provide compensation or medical treatment for the student.** The student is responsible for all costs incurred.

#### *Absences*

Classes, laboratory or practicum experiences that are missed due to injury, illness or family emergency must be reported to the Office of Student Life who will then contact the instructor. If the student is scheduled for practicum, she/he must call the instructor and the supervisor of the facility before 8:00

a.m. if possible. If the instructor cannot be contacted prior to class, the student must leave a message on her/his voicemail.

## **Professional Development**

**Organizations and Activities** – TWU encourages every student to participate in university and community activities. Active participation in a variety of activities and a clear, identified leadership role in one or more groups is essential in preparing students to be professionals. It will enhance opportunities for scholarships and awards, placement in internship program, and in future employment. Please see below for a partial list of opportunities:

1. **Student Dietetic Association (SDA)** – an organization made up of undergraduate students. SDA is open to students from all the undergraduate degree programs in the NFS department and interested person at TWU. The group meets at least once a month and hosts invited speakers from a variety of nutritional backgrounds. *All dietetics majors are strongly encouraged to participate in SDA.*
2. **District Dietetic Associations** – These include the North Texas Dietetic Association, the Fort Worth Dietetic Association, and the Dallas Dietetic Association. Information for these associations can be obtained on the TDA [website](#).
3. **The Texas Student Dietetic Association (TSDA)** The mission of TSDA is to empower Texas nutrition students to become future food and nutrition leaders, and to inspire involvement in dietetics at the local, state, and national levels. Through the SDA, students become members of TSDA. Students will receive a periodic newsletter and are strongly encouraged to be knowledgeable about association issues and concerns. TSDA has an annual statewide spring conference as part of the TDA conference. Students are strongly encouraged to attend one or more spring meetings while they are undergraduates.
4. **The Texas Dietetic Association (TDA)** Membership in the national association (ADA) results in automatic membership in TDA. Students will receive a periodic newsletter and are strongly encouraged to be knowledgeable about association issues and concerns. TDA has an annual statewide spring conference at selected sites around the state. Students are strongly encouraged to attend one or more spring meetings while they are undergraduates.
5. **American Dietetic Association Student Member (ADA)** Dietetics students are strongly encouraged to become student members because NFS 4103 and 4113, Medical Nutrition Therapy I&II, require the use of the Evidence Analysis Library (EAL). Only members of the ADA have access to EAL. Application forms and membership information are available [online](#). The American Dietetic Association Foundation (ADAF) awards scholarships to students enrolled in undergraduate and graduate nutrition programs who are ADA student members. Eligibility information is available on the American Dietetic Association [website](#). The ADAF scholarship form is available on the website, or by contacting the Education Team by phone 800-877-1600 x5400 or [e-mail](#). Applications are available each year between mid-September and mid-January. The annual deadline for submitting applications is around mid-February. Again, these scholarships are available only to student members. Scholarships are awarded for the following academic or program year.
6. **Research Opportunities.** Students are encouraged to contact members of the NFS faculty to join their research laboratories. Students learn various research techniques and get the opportunity to take part in current research projects and/or plan future projects.

**APPENDIX A**  
**ELIGIBILITY REQUIREMENTS AND ACCREDITATION STANDARDS**  
**DIDACTIC PROGRAM IN DIETETICS July 2008**

**1: Scientific and Evidence Base of Practice: integration of scientific information and research into practice**

KR 1.1. The curriculum must reflect the scientific basis of the dietetics profession and must include research methodology, interpretation of research literature and integration of research principles into evidence-based practice.

KR 1.1.a. Learning Outcome: Students are able to demonstrate how to locate, interpret, evaluate and use professional literature to make ethical evidence-based practice decisions.

KR 1.1.b. Learning Outcome: Students are able to use current information technologies to locate and apply evidence-based guidelines and protocols, such as the ADA Evidence Analysis Library, Cochrane Database of Systematic Reviews and the U.S. Department of Health and Human Services, Agency for Healthcare Research and Quality, National Guideline Clearinghouse Web sites.

**2: Professional Practice Expectations: beliefs, values, attitudes and behaviors for the professional dietitian level of practice.**

KR 2.1. The curriculum must include opportunities to develop a variety of communication skills sufficient for entry into pre-professional practice.

KR 2.1.a. Learning Outcome: Students are able to demonstrate effective and professional oral and written communication and documentation and use of current information technologies when communicating with individuals, groups and the public.

KR 2.1.b. Learning Outcome: Students are able to demonstrate assertiveness, advocacy and negotiation skills appropriate to the situation.

KR 2.2. The curriculum must provide principles and techniques of effective counseling methods.

KR 2.2.a. Learning Outcome: Students are able to demonstrate counseling techniques to facilitate behavior change.

KR 2.3. The curriculum must include opportunities to understand governance of dietetics practice, such as the ADA Scope of Dietetics Practice Framework, the Standards of Professional Performance and the Code of Ethics for the Profession of Dietetics; and interdisciplinary relationships in various practice settings.

KR 2.3.a. Learning Outcome: Students are able to locate, understand and apply established guidelines to a professional practice scenario.

KR 2.3.b. Learning Outcome: Students are able to identify and describe the roles of others with whom the Registered Dietitian collaborates in the delivery of food and nutrition services.

### **3: Clinical and Customer Services: development and delivery of information, products and services to individuals, groups and populations**

KR 3.1. The curriculum must reflect the nutrition care process and include the principles and methods of assessment, diagnosis, identification and implementation of interventions and strategies for monitoring and evaluation.

KR 3.1.a. Learning Outcome: Students are able to use the nutrition care process to make decisions, to identify nutrition-related problems and determine and evaluate nutrition interventions, including medical nutrition therapy, disease prevention and health promotion.

KR 3.2. The curriculum must include the role of environment, food, nutrition and lifestyle choices in health promotion and disease prevention.

KR 3.2.a. Learning Outcome: Students are able to apply knowledge of the role of environment, food and lifestyle choices to develop interventions to affect change and enhance wellness in diverse individuals and groups

KR 3.3. The curriculum must include education and behavior change theories and techniques.

KR 3.3.a. Learning Outcome: Students are able to develop an educational session or program/educational strategy for a target population.

### **4: Practice Management and Use of Resources: strategic application of principles of management and systems in the provision of services to individuals and organizations**

KR 4.1. The curriculum must include management and business theories and principles required to deliver programs and services.

KR 4.1.a. Learning Outcome: Students are able to apply management and business theories and principles to the development, marketing and delivery of programs or services.

KR 4.1.b. Learning Outcome: Students are able to determine costs of services or operations, prepare a budget and interpret financial data.

KR 4.1.c. Learning Outcome: Students are able to apply the principles of human resource management to different situations

KR 4.2. The curriculum must include content related to quality management of food and nutrition services.

KR 4.2.a. Learning Outcome: Students are able to apply safety principles related to food, personnel and consumers.

KR 4.2.b. Learning Outcome: Students are able to develop outcome measures, use informatics principles and technology to collect and analyze data for assessment and evaluate data to use in decision-making

KR 4.3. The curriculum must include the fundamentals of public policy, including the legislative and regulatory basis of dietetics practice.

KR 4.3.a. Learning Outcome: Students are able to explain the impact of a public policy position on dietetics practice.

KR 4.4. The curriculum must include content related to health care systems.

KR 4.4.a. Learning Outcome: Students are able to explain the impact of health care policy and administration, different health care delivery systems and current reimbursement issues, policies and regulations on food and nutrition services

#### **5. Support Knowledge: knowledge underlying the requirements specified above.**

SK 5.1. The food and food systems foundation of the dietetics profession must be evident in the curriculum. Course content must include the principles of food science and food systems, techniques of food preparation and application to the development, modification and evaluation of recipes, menus and food products acceptable to diverse groups.

SK 5.2. The physical and biological science foundation of the dietetics profession must be evident in the curriculum. Course content must include organic chemistry, biochemistry, physiology, genetics, microbiology, pharmacology, statistics, nutrient metabolism, and nutrition across the lifespan.

SK 5.3. The behavioral and social science foundation of the dietetics profession must be evident in the curriculum. Course content must include concepts of human behavior and diversity, such as psychology, sociology or anthropology.

Taken from APPENDIX A: Foundation Knowledge Requirements and Learning Outcomes for Didactic Program in Dietetics. [www.eatright.org/CADE/content.aspx?id=10365&terms=ERAS](http://www.eatright.org/CADE/content.aspx?id=10365&terms=ERAS)

**APPENDIX B**

**REQUEST TO TAKE A COURSE OUT OF SEQUENCE**

I, \_\_\_\_\_ (name), would like to request to take the courses listed below during \_\_\_\_\_ semester (Fall, Spring, or Summer and year).

I am making this request because \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

<b><u>Course prefix &amp; number</u></b>	<b><u>Course title</u></b>	<b><u>Semester (when plan to take)</u></b>
<i>Eg. NFS 3173</i>	<i>Culture &amp; Food</i>	<i>Summer 2011</i>

Signatures    Student    \_\_\_\_\_    Date    \_\_\_\_\_  
                  Advisor    \_\_\_\_\_    Date    \_\_\_\_\_  
                  DPD Director    \_\_\_\_\_    Date    \_\_\_\_\_

A copy of this form will be put in student file in the department office.

## APPENDIX C

My signature denotes my responsibility to read and abide by the policies and procedures outlined in this handbook.

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DPD Student (Print Name)

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Student ID

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DPD Student (Signature)

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Date

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Received by (Print Name)

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Received by (Signature)

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Date