



**NATIONAL HEALTHCARE CORPORATION (NHC)
DIETETIC INTERNSHIP**

OVERVIEW AND CURRICULUM

National HealthCare Corporation (NHC) is a long-term health care company that operates health care centers, Alzheimer's units, homecare programs, hospice programs, assisted living and independent living centers. NHC's health care centers provide skilled and intermediate nursing care as well as speech, physical and occupational therapy. NHC is recognized nationwide as an innovator in the delivery of quality long-term care. Our goal is to provide a full range of extended care services designed to maximize the well-being and independence of patients of all ages. We are dedicated to meeting patient needs through an interdisciplinary approach combining compassionate care with cost-effective health care services. NHC was founded in 1971, began trading publicly on NASDAQ in 1983, listed on the American Stock Exchange, and operated as a limited partnership from 1986 until December 1997 at which time it converted back to a corporation. To learn more about the sponsoring company, please visit www.nhccare.com.

In order to become a registered dietitian or registered dietitian nutritionist an individual must complete a three step process including: 1. Complete the Accreditation Council for Education in Nutrition and Dietetics (ACEND) Didactic Program in Nutrition and Dietetics academic requirements plus obtain the minimum of a Bachelor's degree, 2. Complete an ACEND accredited supervised practice program (i.e. Dietetic Internship Program) and 3. Obtain a passing score on the registration examination for the RD or RDN credential as set by the Commission on Dietetic Registration (CDR).

The primary objective of the program is to train qualified individuals to become competent dietitians. For the 2019-20 class, six dietetic interns were selected for the program. The ten-month internship program begins in mid-August. Currently, dietetic interns rotate through the following facilities: NHC centers in the Middle Tennessee area, Skyline Medical Center, Horizon Medical Center, VA TN Valley Healthcare System, Fresenius Kidney Care, WIC, Homecare, school foodservice, wellness and fitness experiences and various hospitals in Memphis for pediatric training.

NHC's Dietetic Internship is currently granted accreditation by the Accreditation Council for Education in Nutrition and Dietetics (ACEND) and the United States Department of Education. Upon successful completion of the dietetic internship program, the interns will meet the ACEND required core competencies and program specific concentration competencies for the RDN. In addition, intern graduates will be eligible for active membership in the Academy of Nutrition and Dietetics and to take the registration exam. Upon successfully passing the RD exam, individuals will be eligible to obtain the Licensed Dietitian Nutritionist credential in the state of Tennessee.

Care is taken during recruitment and selection, as well as actual administration, to protect student civil rights. The program director seeks a diversified class and works to maintain an appropriate percentage between minorities who interview for the program and those accepted. The program and sponsoring organization both adhere to policies regarding the selection, hiring and promotion based on ability regardless of race, color, religion, creed, sex (including pregnancy), retaliation, sexual harassment, age, national origin, disability or genetic information. Student privacy is respected during the program. Grades and evaluation outcomes are handled on an individual basis, and space is provided in the internship director's office for private counseling as needed.



ACCREDITATION

The NHC Dietetic Internship Program is currently granted Accreditation status by the Accreditation Council for Education in Nutrition and Dietetics (ACEND) of the Academy of Nutrition and Dietetics, 120 South Riverside Plaza, Suite 2000, Chicago, IL 60606-6995, 312/899-0040, Ext. 5400. (website www.eatright.org/ACEND ; email ACEND@eatright.org). ACEND is the only accrediting agency for dietetics education recognized by the United States Department of Education (USDE).

NHC MISSION, GOALS, AND OBJECTIVES

All program goals and objectives are being met at this time. Specific levels achieved for these outcome measures are available from the director upon request.

The mission of the NHC's Dietetic Internship is "To prepare interns to become successful entry-level registered dietitian nutritionists through supervised practice and didactic learning experiences in clinical, foodservice management and community nutrition with an emphasis in geriatric nutrition. "The mission of the program drives the goals and outcome measures that are listed below:

The specific program goals and objectives to meet these goals are listed below:

Goals and Objectives:

Program Goal 1: The program will produce competent graduates who are prepared for entry-level practice as registered dietitian nutritionists.

Objective 1.1: At least 80% of program interns complete program/degree requirements within 15 months (150% of the program length).

Objective 1.2: Of graduates who seek employment, 89% are employed in nutrition and dietetics or related fields within 12 months of graduation.

Objective 1.3: 89% percent of program graduates take the CDR credentialing exam for dietitian nutritionists within 12 months of program completion.

Objective 1.4: The program's one-year pass rate (graduates who pass the registration exam within one year of first attempt) on the CDR credentialing exam for dietitian nutritionists is at least 80%.

Objective 1.5: Program graduates will rate knowledge and preparedness for entry-level dietetics practice as adequate, as evidenced by a mean score of 4.0 or higher (out of 5.0) on the graduate/employer survey.

Objective 1.6: Employers of program graduates will rate knowledge and preparedness for entry-level dietetics practice as adequate, as evidenced by a mean score of 4.0 or higher (out of 5.0) on the graduate/employer survey.

Program Goal 2: The program will prepare graduates to practice in the geriatric nutrition field and provide a return on investment (ROI) for the sponsoring institution.



Objective 2.1: Over a five-year period, 50% of graduates provide the sponsoring institution with one to two years of work, to provide a return on investment (ROI) to NHC and encourage further sponsorship of the program.

Program Goal 3: The program will prepare graduates to demonstrate a commitment to the community through professional involvement, leadership and service in a variety of personal or professional settings.

Objective 3.1: The interns will become members of the national, state, and local dietetic association and will attend a local district dietetic association meeting and a national dietetic association meeting while in the program

Objective 3.2: When surveyed, graduates will rate their level of involvement in professional activities, community service or leadership activities as adequate, as evidenced by a mean score of 4.0 out of 5.0 or above on the graduate/employer survey.

Program Goal 4: The program will develop within the interns the skills and motivation to pursue learning opportunities during and after the program.

Objective 4.1: Dietetic interns will write a personal action plan identifying personal and professional competency. At the end of the program, each intern will have met 66-75% of these competencies.

Objective 4.2: Dietetic interns will demonstrate how to complete a sample CDR professional development portfolio (PDP) plan.

Objective 4.3: When surveyed, graduates will rate their participation in continuing education activities as adequate, evidenced by a mean score of 4.0 out of 5.0 or above on the graduate/employer survey.

CURRICULUM, SCHEDULE, AND PROGRAM COMPLETION

The ten-month program currently provides didactic and supervised practice experiences as follows:

Orientation and Clinical Conferences	First 2 weeks of internship
Dietetic intern classes	Mondays
MTSU Graduate class (3 hrs.)	Mondays- afternoon (one semester only)
NHC (clinical)	5 weeks (160 hours)
NHC (food services)	5 weeks (160 hours)
NHC (staff relief)	4 weeks (152 hours)
Skyline Medical Center (clinical)	5 weeks (160 hours)
Horizon Medical Center (clinical)	4 weeks (128 hours)
Alvin C. York VA Medical Center	5 weeks (160 hours)
Fresenius Kidney Care	3 weeks (96 hours)



Pediatric (St. Jude, LeBonheur, Boling CDD)	2 weeks (64 hours)
Wellness and Fitness	1 weeks (32 hours)
Lebanon Special Schools	2 weeks (64 hours)
Community/Elective	2 weeks (56-64 hours)
TwelveStone (nutrition support/wellness)	1 week (32 hours)

The NHC Dietetic Internship is completed in approximately ten months on a full-time schedule beginning in mid-August and extending into early June. Most weeks consist of at least 40 hours per week of classes and supervised practice experiences, with completion of written projects being done at home. A two-week orientation is mandatory for all interns held at NHC corporate office in Murfreesboro, TN and several affiliate sites. Before starting the program, interns must have proof of medical insurance, have professional liability insurance (paid for by NHC), drug screen, background check, and health form requirement. Currently, the supervised practice hours are completed during the weekdays with the exception of approximately three weekends. If a leave of absence is requested and approved by the director, the program requirements must be completed within 150% of the program length or 15 months. Information regarding leave of absences will be discussed further in the policy and procedure manual upon acceptance into the dietetic internship. A master rotation schedule is given to each student at the beginning of the program and Monday class schedules are given to interns at least two weeks ahead of time.

Both didactic and supervised practice experiences shall be included in the dietetic internship program. Planned learning experiences shall be offered in logical progression from introductory to the expected degree of competence in program graduates. RD Exam practice tests will be administered throughout the year and will require a passing score in order to graduate from the program. In addition, during the final week of the program, the interns will complete procedures for eligibility to take the RD examination. The RDNE misuse form will be explained by the director and signed by students to be kept in their student files.

Upon graduation, students are expected to have met core and emphasis competencies. Successful completion of all didactic training, 1200+ supervised practice hours and rotation assignments will ensure that the core competencies for entry-level dietetics, and geriatric emphasis competencies, have been met and that a verification statement will be issued to graduates. Grading expectations are listed in the policy and procedure manual.

MEMPHIS TRAINING

Two weeks of pediatric training will be scheduled in the spring in Memphis, Tennessee. Housing has traditionally been provided by NHC. Some meals and gas are reimbursed by NHC. The projected cost to the intern for the Memphis rotation is \$150.00-\$200.00.



STAFF RELIEF

Staff relief is scheduled at an approved NHC facility in a convenient location for minimal lodging and/or travel costs to the intern.

COMPLAINT POLICY

Any grievances or complaints about the dietetic internship should first be presented to the director. If the intern is dissatisfied with the results of the conference with the director, then the intern should make a request, in writing, for a conference with the grievance committee. The Grievance Committee will be composed of at least two (2) dietitians of NHC, the director, and a staff member of the home office of NHC. If the intern is still dissatisfied, then a written request should be made for a conference with the senior vice president of patient services. All grievances will be documented and signed by the director and the intern. The original will be filed in the intern's folder and kept on file in the office of the director.

If an individual other than an intern such as faculty, preceptor, dietetics practitioner and/or member of the public has a complaint, they may submit a complaint against the program. If the complaint can be addressed with the program director, that is the first course of action. If it is believed that it can't be resolved through the program director, the complaint can be brought to the senior vice-president of patient services. The procedure to file complaints against accredited programs to ACEND is discussed in the policy and procedure manual. Please submit complaints directly to ACEND only after all other options with the program and the institution have been exhausted. All grievances will be handled in a manner that prevents retaliation.

CLASSES

Interns meet at least three times per month for dietetic internship classes on various topics throughout the entire program. Interns are required to enroll in a three-hour graduate class, which meets on Monday afternoons at Middle Tennessee State University. Interns have an option to pay for and receive three to six additional graduate credits for the Dietetic Internship.

BENEFITS AND EXPENSES

STIPEND

A stipend of \$1,350.00 (total for program) is provided by the company. The first check will be mailed on September 30 and the final check on April 30. Monthly checks will be available on the last day of the month unless that date is a weekend, in which case they will be issued on the following Monday. The final check will be applied toward RD Exam workshop registration. NHC will pay the remaining registration fee.

INSURANCE

Interns are REQUIRED to obtain their own health insurance and professional liability insurance while completing the NHC DI program. Interns provide proof prior to beginning the internship. The cost of the liability insurance premium will be reimbursed once the intern starts the program. Interns are





responsible for all medical expenses incurred during the internship, including having a physical exam, all required vaccinations, and a drug screen prior to starting the program. A background check will be conducted and paid for by NHC. Interns are required to have automobile insurance and assume own liability while traveling to and from internship practice experiences and classes.

MEALS

During assigned training only, lunch will be provided on most rotations. Interns will be responsible for meals on class day and when attending meetings.

FNCE

Attendance is required to the national meeting which will take place October 17-20, 2020 in Indianapolis, IN. Registration and hotel are paid by NHC. Interns are responsible for paying for their travel (gas or airfare) and meals while at FNCE.

HOLIDAYS/VACATIONS

Interns are permitted a one-week vacation during late December and early January. The holidays for the year will be Labor Day, Thanksgiving (2 days), Christmas Day and New Year's Day. The vacation dates for 2020-2021 will be during late December and early January.

SUPPLIES

Some supplies for special projects are reimbursed. Supplies purchased must have a receipt and be turned in on the proper form to the internship director. This does not include routine daily supplies, e.g., paper, pencils and pens, which are the responsibility of the intern. Textbooks are provided for the dietetic intern but are to be returned upon program completion. Interns will be responsible for paying for uniforms and lab coats in the amount of approximately \$100.00. NHC will provide the interns with NHC embroidered polo shirts which can be worn on most rotations if desired. All copying should be done at NHC's corporate office if at all possible.

TRANSPORTATION

Interns must always have access to a vehicle. All maintenance and mileage expenditures will be the responsibility of the intern. Facilities are located in the Murfreesboro, Nashville and surrounding middle TN area with the exception of the Memphis pediatric rotation. A gas allowance is given for some rotations. Monthly transportation costs can range from \$200.00-\$500.00 depending on where you live and gasoline prices.

HOUSING

Interns will be responsible for all housing costs during all training, except the weeks of FNCE and Memphis. Numerous apartment complexes are available in Murfreesboro and Nashville. Monthly rental for one- or two-bedroom apartments is approximately \$500.00 to \$1,200.00 per month, depending on location and roommate availability.

FINANCIAL AID

Interns may apply for NHC dietetic internship tuition reimbursement scholarships of \$1,000.00 each to assist in the payment of education expenses during the dietetic internship. Tuition reimbursement scholarships are awarded to applicants demonstrating professional potential in long-term care and



require a work obligation of one year after graduation. Interns who choose to work for NHC will also receive a \$2,000.00 recruitment bonus at graduation. Tuition reimbursement scholarships and recruitment bonus are available to graduates accepting employment with NHC up to one year after graduation.

UNIVERSITY FEES

Interns are required to enroll in one (3 credit) course which is HSC 6530, Effective Program Management. The course is taken at Middle Tennessee State University (MTSU) which is the local university in Murfreesboro, TN. The course is a hybrid course and meets approximately five times per semester on Monday afternoons. In addition, interns may enroll for six additional credit hours towards a graduate degree. If an intern enrolls in the optional six credit hours, they would have to pay the additional tuition, but no additional classwork is required beyond the normal dietetic internship program hours. MTSU has a Master's of Science degree in Health and Human performance with a nutrition specialization. If you are interested in the optional graduate credit (and possibly finishing your graduate degree at MTSU), please contact the NHC program director to discuss. Interns must pay all university fees, including out-of-state assessments, if applicable. Fee schedules will be updated for 2020-21 so please check the MTSU website for updated fees. Tuition and fees for the 2018-2019 sessions were approximately:

In-state Students

3 hours - \$1,725.00 (required)

9 hours - \$5,175.00 (optional)

APPLICATION FOR NUTRITION AND DIETETICS SCHOLARSHIPS FOR 2020-2021 ACADEMIC YEAR

The application can be downloaded from the Academy of Nutrition and Dietetics from September 2019 to February 2020. Traditionally, the scholarship application must be completed and postmarked by February 15, 2020, but please check the website for deadlines.

Accreditation Council for Education in Nutrition and Dietetics (ACEND)

The Academy of Nutrition and Dietetics

1-800-877-1600, ext. 5400 education@eatright.org

Students must be members of The Academy to be eligible. Dietetic internship applicants may also want to contact their state dietetic association to check on available scholarships awarded for completion of the dietetic internship.

APPLICATION & ADMISSION

The Dietetic Internship Program at NHC is participating in the centralized application process. There are three steps to the application process:

Step One: DICAS online application

Step Two: NHC Supplemental Application Form

Step Three: D & D Digital Computer Matching





STEP ONE: CENTRALIZED APPLICATION: DICAS

- ◆ DICAS Application can be accessed at Dietetic Internship Centralized Services (available after 12/1/18)
- ◆ Email DICASinfo@DICAS.org. The online application MUST be completed by February 15, 2019 at 11:59 pm, Central Standard Time. Confirm this deadline on the DICAS website.
- ◆ The fee to DICAS is \$45.00 for the first application and \$20.00 for each additional application. This may change for 2019.
- ◆ On the DICAS application, applicants will be asked to complete a personal statement in 1,000 words or less. NHC appreciates personal statements that are less than 500 words. Information to be addressed includes:
 1. Why do you want to become a dietitian?
 2. What are some experiences that have helped you prepare for your career?
 3. Short and long-term goals.
 4. Strengths and areas needing improvement.
 5. Why you are applying for the NHC program?
- ◆ Official transcripts from all colleges and universities attended should be sent to:

DICAS-Transcript Dept.
PO Box 9118
Watertown, MA 02472
- ◆ GRE score is required to be considered for the NHC Dietetic Internship Program. Please send documentation of the GRE score with NHC's Supplemental Application and/or upload a copy of it to DICAS. You will not be able to have the GRE people send it directly to NHC because we are not a university. There is no minimum required score, but a combined quantitative and verbal score of 300 or higher is preferable in the evaluation process.
- ◆ The recommended minimum GPA is 3.0 (overall) and 3.2 (DPD). Applicants with GPAs below this are not likely to score highly in the selection process. The average GPA over the past three years has been 3.6 to 3.8.
- ◆ When completing the application form, you must list three references and include the names and contact information (email address) for each. This will trigger an email message requesting completion of a reference form. The form will be completed online. Students completing more than one application need to use the same individuals as references for each application. At least one recommendation from your advisor or a professor in your major field and a work recommendation are preferred.
- ◆ Work experience, especially in a nutrition or food service-related field, is recommended. Leadership roles, length of employment, number of hours worked, and volunteer experience will also be considered.
- ◆ Over the past five years, we have received approximately 40-50 applications per year. Once these applications are reviewed, approximately 22 are selected for a personal or a phone interview at the NHC Corporate Office. Hotel accommodations for one night will be provided to applicants selected for an interview if they must travel more than 200 miles one way.

STEP TWO: SUPPLEMENTAL APPLICATION FORM FOR NHC

- ◆ Print the NHC Supplemental Application Form (the form is attached below)
- ◆ Recency of education: Additional courses in a nutrition or dietetics related area are required to update a degree which was completed five or more years prior to application to the NHC Dietetic Internship program. Courses must be taken at a U.S. regionally accredited college or university and require a grade of B or better. An official transcript of these courses must be provided. If your degree was completed 5 to



10 years ago, at least six semester hours is required. If your degree was completed within the past 0 to 5 years, no updated courses are required.

- ◆ In addition to the DICAS application, please mail (postmarked deadline of February 15, 2019) the completed NHC Supplemental Application Form, the non-refundable application fee of \$30.00 (check made payable to NHC Dietetic Internship) and a copy of your GRE score (unless you have uploaded it to the DICAS site) to:

National HealthCare Corporation (NHC)
Patty T. Poe, EdD, RDN, LDN
PO Box 1398
Murfreesboro, TN 37133-1398

STEP THREE: COMPUTER MATCHING D & D DIGITAL

- ◆ Register online for computer matching and select your dietetic internship priority choices by 11:59 pm Central Time on February 15, 2020. There is a \$55.00 computer matching fee to D & D Digital, payable when your priority choices are identified. Confirm this date on D & D Digital Systems.

D & D Digital Systems
3100 S. Riverside Drive
PO Box 887
Ames, IA 50010

