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UNIVERSITY of NORTH FLORIDA

DIDACTIC PROGRAM IN DIETETICS

Program Handbook

The purpose of the Didactic Program in Dietetics (DPD) Handbook is to serve as supplement to the University of North Florida Undergraduate Catalog by providing information, policies, and procedures specific to this program.

Updated 11/11/26

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Welcome from the UNF DPD Director

Welcome to the University of North Florida's Didactic Program in Dietetics (DPD)! We are delighted to have you join our community of aspiring nutrition professionals. Your decision to pursue a Bachelor of Science and a Master of Science degree in Nutrition and Dietetics marks the beginning of an exciting journey toward becoming a Registered Dietitian Nutritionist (RDN).

Our ACEND-accredited DPD program is designed to provide you with a rigorous, science-based education that integrates foundational knowledge with practical skills. Through comprehensive coursework and experiential learning opportunities, you will be prepared to apply for supervised practice programs, pursue graduate studies, and ultimately, contribute meaningfully to the field of nutrition and dietetics.

At UNF, we are committed to fostering an inclusive and supportive learning environment. Our faculty and staff are dedicated to your academic and professional success, offering guidance and mentorship as you navigate your educational path. We encourage you to engage actively in your studies, participate in research and community outreach, and take advantage of the resources available to you.

This handbook serves as a valuable resource throughout your time in the program. It outlines important policies, procedures, and requirements that will help you stay on track and make the most of your educational experience. Please review it carefully and refer to it often.

We are excited to support you on this journey and look forward to celebrating your achievements along the way. Welcome to the UNF Nutrition and Dietetics family!

Warmest regards,



Dr. Casey Colin, DCN, RDN, LDN, FAND
Director, Undergraduate Programs
UNF Department of Nutrition and Dietetics

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Department Mission and Vision

Mission: The mission of the UNF Department of Nutrition and Dietetics is to educate and inspire students of every level through leadership, scholarly pursuits, and community engagement.

Vision: The vision of the UNF Department of Nutrition and Dietetics is to be at the forefront of nutrition and dietetics by transforming students into valued nutrition and healthcare leaders who contribute to communities around the world.

University Accreditation Statement

The University of North Florida is accredited by the Southern Association of Colleges and Schools Commission on Colleges to award baccalaureate, master, and doctoral degrees. Contact the Commission on Colleges at 1866 Southern Lane, Decatur, GA, 30033- 4097, or call (404) 679-4500 for questions about the accreditation of the University of North Florida. Individual contact with the Commission on Colleges about the University of North Florida's accreditation status should only occur if evidence appears to support significant noncompliance with a requirement or standard.

Program Mission Statement and Goals

Mission: The Department of Nutrition and Dietetics provides a high-quality Didactic Program in Dietetics (DPD) and an experiential learning environment that prepares graduates for professional employment, further education, and supervised dietetic practice leading to eligibility for the Commission on Dietetic Registration (CDR) credentialing exam to become a registered dietitian nutritionist.

Goal #1: The UNF DPD will maximize the potential for graduates to transition to entry-level practice as registered dietitians.
Objectives:

- At least 80% of program students complete program/degree requirements within 6 years (150% of the program length). (ACEND-required objective)
- At least 60% of program graduates apply for admission to a supervised practice program prior to or within 12 months of graduation. (ACEND- required objective)
- Of program graduates who apply to a supervised practice program, at least 50% are admitted within 12 months of graduation. (ACEND- required objective)
- 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%. (ACEND-required objective)
- At least 90% of supervised practice program directors who return surveys will rate the program graduate's overall preparation at a median score of four or higher on a 5-point scale. (ACEND-required objective)

- At least 75% of senior students in the DPD who complete the Graduate Exit Survey will rate their DPD experience at a median score of four or higher on a 5-point scale.

Goal #2: Program graduates will pursue professional opportunities in addition to employment.

Objective:

- At least 50% of program graduates will pursue higher education, advanced credentials, and/or leadership roles.

Notice of Master's Degree Requirement

Since January 1, 2024, a master's degree is required to practice nutrition and dietetics for all new students entering academic programs. Completing the Didactic Program in Dietetics is only the first step in becoming a registered dietitian nutritionist. The second step is to complete ACEND-accredited dietetic internship program and graduate (master's or doctoral) degree, as the Commission on Dietetic Registration requires students have a master's degree (any subject) to be eligible to complete the National Registration Examination for Dietitians.

Most previously stand-alone internships (as opposed to MS/DI combined programs) now partner with a university, so students will complete the supervised practice and master's program simultaneously. However, some programs require the student to earn their master's degree before entering the dietetic internship. Each program may structure its schedules differently, so check the website and attend an open house of the program(s) you are interested in for details.

Program graduates who do not pursue the RDN credential often seek employment as community nutrition educators, dietary technicians/supervisors, food service managers, or medical salespersons. All graduates of the DPD program are eligible to take the examination to become a dietetic technician (DTR) and Certified Dietary Manager, Certified Food Protection Professional (CDM®, CFPP®). Dietetic technicians and CDMs typically work under the direction of an RDN in hospitals, nursing homes, clinics, and wellness centers.

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Profession of Nutrition and Dietetics

A career in nutrition and dietetics holds a lifetime of opportunity for exciting and diverse employment. RDNs work in:

- hospitals
- health departments
- wellness centers
- long-term car school districts private practice food companies research
- clinics
- home health agencies substance abuse
- eating disorder recovery centers grocery stores
- universities diabetes centers cancer centers dialysis centers
- community agencies mental health centers

Many RDNs have their own private practices and are active on social media, television, print, etc. Other RDNs hold challenging positions in government agencies such as the US Food and Drug Administration and the US Department of Agriculture.

Depending on their place of employment, RDNs may do the following: assess the nutritional status of diverse individuals and populations and help people implement beneficial lifestyle changes; manage health/nutrition programs and supervise staff; manage and direct food service operations; conduct research; teach; direct university nutrition/dietetic programs; develop and market food and supplement products; oversee school food service operations; author books and articles, and more.

According to the most recent Academy of Nutrition and Dietetics Compensation and Benefits Survey, the median hourly wage amongst practicing Registered Dietitians and Registered Dietitian Nutritionists (in all positions) was $37.98 per hour, while the median average salary is about $80,400 per year. Compensation varies based on the type of position, length of employment, and geographic location. Typically, compensation ranges from approximately $60,000 (10th percentile; 10% earn less) to $124,900 (90th percentile; 90% earn less).

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Program Curriculum

The program of study and mandatory course sequencing schedule is outlined below. Important program information is as follows:

- Students are expected to complete the prerequisite courses before entering the sequencing schedule in the fall semester of the junior year. Exception: Transfer students may take FSS1202 Food Fundamentals and FSS1202L Food Fundamentals Laboratory in the summer before or fall of the junior year since these courses are not offered at some community/state colleges.
- Newly admitted upper-level DPD students (juniors or post-baccalaureates) must meet with a Brooks College of Health advisor to adjust their degree plan with the graduate coursework. This meeting can be done over Zoom for students who do not reside in the area.
- To complete the Nutrition and Dietetics DPD Program and earn the BS degree, requirements are as follows:
    - Complete all program courses with a grade of "C" or higher in each course
    - Maintain a minimum cumulative GPA of 2.0
    - Satisfactorily demonstrate all ACEND DPD competencies (KRDNs)
    - Maintain continuous enrollment in the program unless an approved leave of absence is granted.

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DPD Program of Study

94 Total Credit Hours. See UNF Course Catalog for full details.

Students must demonstrate competency in all KRDNs and complete all concentration-required courses with a grade of "C" or higher

Prerequisite Coursework (38 Credits)

Course Number	Course Name	Credit Hours
MAC1105(GM)	College Algebra	3
STA2023	Elem. Statistics (Non-Business)	3
POS2041	Intro to American Government	3
FSS1202	Food Fundamentals	3
FSS1202L	Food Fundamentals Lab	3
HUN2201	Basic Principles of Human Nutrition	3
BSC1010C	General Biology I with Lab	4
BSC2085C	Human Anatomy and Physiology I	4
BSC2086C	Human Anatomy and Physiology II	4
CHM2045	General Chemistry I	3
CHM2045L	General Chemistry I Lab	1
MCB2010C	Microbiology with Lab	4

Requisite Coursework (4 Credits)

Course Number	Course Name	Credit Hours
BCH3023	Survey of Organic Biochemistry	3
BCH3023L	Survey of Organic Biochemistry Lab	1

Concentration Requirements (52 Credits)

Course Number	Course Name	Credit Hours
HUN3800	Nutrition Science, Research, and Ethics	3
HUN3403	Lifespan Nutrition	3
HUN3230	Metabolism of Macronutrients	3
DIE3310	Community Nutrition	3
HSC3578	Food, Health, and Society	3
FOS4041	Food Science and Composition	3
FOS4041L	Food Science and Composition Lab	3
HUN3014	Nutrition and Fitness	3
HUN4601C	Nutrition Education	3
HUN3231	Metabolism of Micronutrients	3
DIE4122	Management of Food and Nutrition I	3
DIE3213	Nutrition Therapy I	4
DIE4005	Orientation to Professional Dietetics	2
DIE4931	Nutrition Trends/Leadership	3
DIE4125	Management of Food and Nutrition II	3
DIE3246	Nutrition Therapy II	4
HUN4016C	Nutrition Counseling and Communication	3

DPD Program of Study

94 Total Credit Hours. See UNF Course Catalog for full details.
Students must demonstrate competency in all KRDNs and complete all concentration-required courses with a grade of "C" or higher

Junior Year

Summer Term Prior to Sequence	Fall Term, Junior Undergrad	Spring Term, Junior Undergrad
FSS1202 (3CR)[§] FSS1202L (3CR)[§]	FSS1202 (3CR)[§] FSS1202L (3CR)[§] BCH3023/L (4CR) HUN3800 (3CR) HUN3403 (3CR)	HUN3230 (3CR) DIE3310 (3CR) FOS4041 (3CR) FOS4041L (3CR)
Total Semester Credit Hours: 0-6	Total Semester Credit Hours: 10-16	Total Semester Credit Hours: 12

[§]Can be taken either Summer or Fall of Junior Year

Senior Year

Summer Term, Senior Undergrad	Fall Term, Senior Undergrad	Spring Term, Senior Undergrad
HUN3014 (3CR) HUN4601C (3CR)	HUN3231 (3CR) DIE3213 (4CR) DIE4122 (3CR) DIE4005 (2CR)	DIE4931 (3CR) DIE3246 (4CR) DIE4125 (3CR) HUN4016C (3CR)
Total Semester Credit Hours: 9	Total Semester Credit Hours: 12	Total Semester Credit Hours: 13

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FAQs

How are nutrition program classes scheduled at UNF?

Classes are typically scheduled during daytime and evening hours, Monday through Friday. In addition, most program courses are offered only once a year. Therefore, students must follow the proper sequence of coursework.

Is there an online DPD option?

Yes, all DPD upper-level courses are now offered online. Please note the following:

- Students choosing the online option for all DPD courses must request the online DPD concentration at Brooks College of Health Advising office in person or through UNF email.
- Online sections of DPD courses are restricted to the online concentration students only except for a few DPD courses that are only taught online.
- DPD students have one chance to change from the in-person concentration to the online concentration or vice versa.

Can I take program prerequisites at a community/state college?

Yes, many community/state colleges offer the required prerequisites, and articulation agreements exist with many local and regional institutions to simplify the transfer process. You may contact a

- Brooks College of Health advisor for additional information regarding course transfers.

My transfer college didn't offer one of the prerequisites, FSS1202 and FSS1202L Food Fundamentals and the Laboratory. What should I do?

We know that many state colleges don't offer this course. You can take it in the fall semester of your junior year. It's also been provided during the summer term for the past few years, and we will continue this if funds permit.

In addition to completing the required program courses, will I participate in other activities?

We hope so! We encourage students to participate in the campus community and to become active and engaged citizens. There are opportunities for membership and leadership positions within the UNF Student Nutrition and Dietetic Association (SNDA), Nutrition and Dietetics Leadership Association (NDLA), the UNF Nutrition Journal Club, and Meals on Wings. Students can become members of the Academy of Nutrition and Dietetics, the Florida Academy of Nutrition and Dietetics, and the North Florida Academy of Nutrition and Dietetics. In addition, campus and community volunteer opportunities are plentiful.

Admission Requirements

We value a diverse student body at the University of North Florida. Prospective nutrition students will apply for admission to the University. There is no separate application to the nutrition program. General admission information can be found on the UNF Admissions website.

Post-baccalaureate students should apply for undergraduate admission to seek a second bachelor's degree in nutrition and dietetics. Prospective post-baccalaureate students can contact a Brooks College of Health advisor or visit the UNF Admissions website for general information regarding the transfer of course credits.

If transferring credits, coursework completed more than ten years prior to matriculation may not be used to satisfy program requirements; any exception to this policy is at the program director's discretion. A formal transcript evaluation is completed *after* the student is accepted to UNF. Additional admission information can be found on the UNF Admissions website.

International students who are not U.S. citizens or permanent residents can find admission information on the UNF Admissions website.

Program Costs

Tuition, fees, and textbooks make up most of the costs to students. Detailed information regarding tuition and fees can be found on the UNF Tuition & Fees website.

Additional expenses may include:

- Oil-resistant non-skid shoes ($25-40, senior year)
- Travel to and from off-campus sites for field experiences and service work (costs vary, most places are in Duval County)
- ServSafe Examination ($70 for the score sheet, senior year)

Financial aid is regulated by a variety of institutional, state, and federal regulations, all of which vary depending on a student's need, enrollment, course level, and program level. It is therefore required that students consult with Financial Aid before applying.

- Bright Futures aid can be used to fund graduate courses (at the undergraduate rate) that count toward the baccalaureate degree. Once a student is officially classified as a graduate student, they may be eligible for one term of Bright Futures funding (up to 15 credit hours at the undergraduate rate).

Scholarship Opportunities

UNF Scholarships

- Application dates vary
- Must be admitted to UNF
- Available on the UNF Scholarships website

Brooks College of Health Scholarships

- Application dates vary
- Must be admitted to a BCH major
- Available on the BCH Scholarships website

The Academy of Nutrition and Dietetics Foundation Scholarships

- Applications generally due in the spring
- Must be a member of the Academy
- Available on the Academy Foundation website

Florida Academy of Nutrition and Dietetics (FAND)

- Application dates vary
- Must be a member of FAND
- Available on the FAND website

North Florida Frozen and Refrigerated Foods Association (NFFRFA) Doug Milne Scholarship

- Applications are generally due in late Fall (Nov/Dec)
- Must be a junior or senior with a BS in Nutrition and Dietetics major
- Available on the NFFRFA website

Please also consider pursuing scholarship options outside of UNF.
Here are some additional resources.

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Program Policies and Procedures

Non-Discrimination and Equal Opportunity: The University of North Florida is committed to providing an inclusive and welcoming environment for all who interact in our community. In building this environment, we strive to attract interns, faculty, and staff from a variety of cultures, backgrounds, and life experiences. While embracing these concepts, including our obligations under federal, state, and local law, UNF is equally committed to ensuring that educational and employment decisions, including but not limited to recruitment, admission, hiring, compensation, and promotion, are based on the qualifications, skills and abilities of those desiring to work, study, and participate in our community. To accomplish this intent, UNF shall not commit, or permit discrimination or harassment based on genetic information, race, color, religion, age, sex, disability, gender identity/expression, sexual orientation, marital status, national origin, or veteran status in any educational, employment, social or recreational program or activity it offers. Similarly, UNF will not commit or permit retaliation against an individual who complains of discrimination or harassment or an individual who cooperates in an investigation of an alleged violation of University Regulation. In exercising these standards, the University will not abridge either free speech or academic freedom based on its context.

Withdrawal and Refund of Tuition and Fees. The University of North Florida has academic policies and procedures addressing course withdrawals, tuition, and fee refunds. Call One Stop Student Services at 904-620-5555 or see the most current UNF Catalog.

Scheduling and Program Calendar. The DPD program follows the UNF Academic Calendar. A course schedule search can be done through the UNF Catalog. Courses can be searched by subject, by department, and within the distance learning schedule.

Protection of Privacy of Student Information. The Family Educational Rights and Privacy Act (FERPA), commonly known as the Buckley Amendment, is intended to protect the accuracy and privacy of student educational records. UNF adheres to the policy that a student's academic record is confidential and cannot be released without their written consent. Exceptions to the written consent rule include but are not limited to, other post-secondary educational institutions; certain federal, state, local, and independent agencies; University officials who have a legitimate educational interest in the information, such as members of the University Appeals Committee and academic advisors and may be released to parents of dependent students; and as the dissemination of Directory Information.

Access to Personal Files. Students' rights to access, release and correct academic records under the Buckley Amendment are more specifically explained in the Student Records brochure, which is available in One Stop Student Services, located at Hicks Hall, Bldg. 53, Suite 1700. Picture identification is required when

picking up copies of information related to student files. If someone other than the student is picking up requested information, written authorization from the student and picture identification is required. Students who decide to release information to a parent can provide parent access to a limited amount of student information.

Access to Student Support Services, Including Health Services, Counseling, and Financial Aid Resources. UNF has a wide array of student support services, including Accessibility and Accommodations, Academic Advising, Academic Services (including Academic Testing), Campus Involvement, Campus Services, Financial Services (including Financial Aid), Fitness and Health, Multicultural Services, Career Services, Personal Support Services (including Counseling), Student Enrollment and Records, and Veteran and Military Services.

- Student Health Services provides on-campus primary care services for the student population at UNF, and its medical compliance team monitors health requirements and risks. Acute and chronic medical concerns are evaluated and treated. Risk factors for future health problems are addressed, and individualized counseling is provided to promote optimal long-term health.
- At the UNF Counseling Center, professional mental health counselors provide individual and group counseling to students experiencing personal problems or concerns. Counseling services are voluntary, confidential, and free of charge to all currently enrolled students.
- Helpful financial aid resources can be found at UNF Financial Aid.

Insurance Requirements. There are no specific insurance requirements for students enrolled in the undergraduate DPD/Nutrition program. However, automobile insurance must be purchased if a student owns a vehicle registered in Florida. See the website of the Florida Highway Safety and Motor Vehicles for required coverage.

Liability for Safety in Travel. The student assumes responsibility for safe travel to and from community service sites and field experiences. The University of North Florida Board of Trustees and the State of Florida assume no responsibility for any injury or damage arising from or in connection with the student transporting themselves and passenger(s). The University of North Florida does not provide collision or property/liability insurance coverage.

Injury or Illness While in a Facility for Service Work or Field Experiences. The University of North Florida does not employ engaged medical personnel at community sites. Before site visits begin, course instructors provide an Acknowledgment Form with the general release for emergency medical treatment. Students will have the opportunity to grant permission to site representatives to authorize emergency medical treatment. The University of North Florida Board of Trustees and the State of Florida assume no responsibility for any injury or damage arising from or in connection with such emergency medical treatment. The student is

responsible for the cost of any such emergency medical treatment. On-site injuries should immediately be reported to a site supervisor and the DPD Program Director.

Drug Testing and Criminal Background Checks. Drug testing is not required. However, background checks may be required for volunteer and coursework experiences. Detailed instructions are provided to students at that time. Students pay for their background checks. The initial check includes fingerprints and is more expensive than the subsequent re-checks.

Filing and Handling Grading or Academic Complaints. By UNF policy, if a student has a grade appeal or other academic appeal, they should first appeal to the appropriate faculty member. If the student disagrees with the proposed resolution, they may appeal to the departmental chairperson. If a student has a program-related complaint regarding the accreditation standards, they may appeal directly to the department chair. If the student disagrees with the proposed resolution from the department chair, they may appeal to the college dean. If the student disagrees with the dean's proposed resolution, they may appeal to the University Academic Appeals Committee. In the Academic Policies and Procedures section, detailed instructions regarding grade appeals and other academic appeals can be found in the most recent edition of the UNF Student Handbook. Suppose a student believes the resolution of their complaint was unsatisfactory after following the procedures outlined above. In that case, they may file a complaint with the Accreditation Council for Education in Nutrition and Dietetics (ACEND), 120 South Riverside Plaza, Suite 2190, Chicago, IL 60606-6995, 1-800-877-1600, ext. 5400.

Formal Assessment of Student Learning and Reports of Performance and Progress. A variety of assessment methods are used to gauge student learning. Assessment methods are clearly outlined in the syllabus of each program course and include the unit and final examinations, quizzes, case studies, laboratory reports, research papers, presentations, and projects. In addition, the national ServSafe test is administered each year to senior nutrition students. The Brooks College of Health advisors tracks student progress through academic roadmaps and online degree evaluation tools. In addition, overall program completion times are tracked for all nutrition students.

Academic Probation. Any DPD Program student with a semester GPA and cumulative GPA under 2.0 is placed on a probation contract. The contract outlines obstacles the student has faced, possible solutions, and resources and requires the student to meet with their academic advisor several times during the semester. The contracted student is typically referred to the undergraduate program director for a meeting. An undergraduate student who fails to maintain good academic standing after attempting a cumulative total of 12 or more undergraduate credit hours will be placed on academic probation and referred to an academic advisor. Academic probation is a warning. Transcripts will reflect probations.

Academic Suspension and Dismissal. Suppose the current semester and total institutional GPA fall below 2.0 at the end of a semester in which a student is on academic probation. In that case, the student will be eligible for suspension. If suspended, the student will be dropped from any course for which they are currently registered and denied the opportunity to re-enroll. A suspended student who desires to be re-admitted to the same major field as when last enrolled may do so upon the written recommendation of the advisor, the department chair, and/or departmental committee designated by the department and college in which the student was last enrolled at the time they were suspended. The dean may deny a student's continued registration in the department. A student who is suspended from a degree program at UNF who wishes to be re-admitted into another UNF degree program must have the readmission approved by the appropriate advisor, the department chair, or the departmental committee of both programs.

Student Accountability and Code of Conduct. Students are expected to adhere to the UNF Student Code of Conduct, which outlines university policies designed to maintain a safe, respectful, and professional learning environment. Violations include, but are not limited to:

- Sexual misconduct
- Endangerment
- Harassment (of fellow students or faculty
- Possession of a weapon on university property
- Hazing
- Fire or safety violations
- Unauthorized possession of pets or interaction with wildlife
- Possession of illegal drugs or misuse of medication
- Prohibited use of alcohol
- Smoking and tobacco use
- Misuse of technology
- Improper use of vehicles or transportation devices
- Disruptive behavior, such as:
    - Classroom disturbances
    - Disrespectful verbal or email correspondence with students or faculty
- Unauthorized collaboration
- Misuse of academic materials
- Plagiarism
- Falsification of identity or records
- Vandalism or theft
- Invasion of privacy
- Failure to follow directives and obstruction of the university conduct system
- Complicity in misconduct (bystander participation)
- Discrimination
- Retaliation
- Violations of UNF regulations, policies, or guidelines
- Violations of criminal law

Refer to the full UNF Student Code of Conduct for a comprehensive description of each policy.

Artificial Intelligence (AI) Policy. Students are not permitted to use generative AI to produce work for your classes unless your instructor specifies that AI use is allowed. You will be permitted to use generative AI tools, including Microsoft Copilot, for designated assignments only, provided appropriate attribution is given. It is essential to acknowledge the contributions and ideas of others in all academic work. Each assignment will include specific guidelines for using AI tools, and students must clearly indicate any writing text, or media generated by AI when submitting their work.

When submitting work for grading, students must indicate how AI tools were used throughout the content development process, including verifying AI-generated citations. Students must also take responsibility for the accuracy of any generated content. You may NOT use AI-generated content for writing essay assignments. Failure to properly acknowledge AI-generated contributions will be regarded as academic misconduct and may result in penalties such as reduced grade, a formal academic integrity report, or further disciplinary action in accordance with university policy.

To properly acknowledge AI-generated contributions, include an AI statement before the reference page of each assignment where the use of AI is permitted. The AI statement should include the following:

- Name the specific AI tool(s) used.
- Describe the purpose (e.g., brainstorming, summarizing).
- Clarify your own role and responsibility.
- State that you reviewed and edited the AI output.

Example:

> **AI Statement**
>
> **Copilot (Microsoft, 2025) was used to improve clarity, spelling, grammar, citations, and to strengthen arguments in this assignment. All AI-generated suggestions were critically reviewed and edited by the author to ensure accuracy and relevance to the course objectives. The final analysis and interpretation were completed by the author, who takes full responsibility for the content.**

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Please refer to the table below for guidance on what you can or cannot use AI for.

Acceptable AI Use

AI Use: DO	AI Use: DON'T
Brainstorm ideas or organize outlines	Submit AI-generated work as your own
Get feedback on drafts or clarity	Use AI when prohibited by instructions
Check spelling, grammar, citations	Plagiarize or fail to cite AI use
Analyze data or create visualizations (if allowed)	Share confidential or private data with AI
Use AI for study guides or practice questions	Create deepfakes or harmful content
Use AI to help break down a concept	Over-rely on AI, neglecting your own learning

Academic Integrity. Students are expected to honor the Academic Integrity standards. Academic misconduct shall consist of any attempt to misrepresent one's performance on any exercise submitted for evaluation. The primary responsibility for ensuring adherence to the principle of academic integrity rests with students and faculty. Therefore, any infraction that comes to the attention of any person should be brought to the faculty member's attention to whose course it pertains. Violations of the code include, but are not limited to:

- Cheating: Intentionally using, providing, obtaining, or attempting to use unauthorized materials, information, notes, study aids, AI, or other devices in any academic exercise. This definition includes unauthorized communication of information during an academic exercise.
- Fabrication and falsification: Intentional and unauthorized alteration or invention of any information or citation in an academic exercise including, but not limited to, hallucinated citations on a submission. Falsification is a matter of altering information, while fabrication is a matter of inventing or counterfeiting information for use in an academic exercise. Knowingly or unknowingly using a fake reference citation resulting from an AI hallucination may be considered fabrication or falsification.
- Multiple submissions: Submitting any portion of the same academic work for credit more than once without authorization.
- Plagiarism: Intentionally or knowingly presenting the work of another as one's own (i.e., without proper acknowledgment of the source). The sole exception to the requirement of acknowledging sources is when the ideas, information, etc., are common knowledge. Unauthorized use of AI may be considered plagiarism.
- Abuse of academic materials: Intentionally or knowingly destroying, stealing, or making inaccessible library or other academic resource materials.

Uploading copyrighted materials, recorded lectures, slide decks, or any other course materials to Open AI sources without explicit permission from the instructor may be considered an abuse of academic materials.

- Complicity in academic dishonesty: Assisting in any form to help another to commit an act of academic dishonesty.
- Instructors may deploy various strategies to verify a student's identity during online testing. These strategies may include a proctored exam, the use of a webcam, or the use of an online proctoring system such as Honorlock or LockDown Browser. Information regarding these strategies can be found in the respective course syllabus.

BS in Nutrition and Dietetics Progressive Disciplinary Process for Student Code of Conduct Violations. The following levels describe one possible framework for addressing conduct concerns at the program level. Not all cases will proceed through each level, and some concerns may warrant immediate referral through university processes. The Program Director maintains records of reported concerns to identify patterns of behavior and ensure consistent application of program policies.

Level 1: Initial Review and Documentation

Trigger

- A first concern regarding professional, academic, or ethical conduct.
- Suspected academic misconduct, including (but not limited to) unauthorized use of artificial intelligence (AI).
- A pattern of concerning behavior that does not warrant immediate university referral.

Actions

- The instructor gathers and preserves relevant documentation.
- The instructor notifies the Program Director of the concern and provides supporting documentation.
- A meeting is held between the instructor and student. The Program Director may participate as appropriate.
- The concern is discussed, expectations are clarified, and relevant guidance or resources are provided.
- Academic or course-related consequences may be imposed by the instructor consistent with university policies and course expectations.
- A verbal and/or written warning may be issued.
- Documentation of the incident and outcome is maintained in program records.

Level 2: Formal Reporting and Program Review

Trigger

- A subsequent documented violation.
- Repeated or escalating conduct concerns.
- Failure to comply with expectations established during a Level 1 intervention.
- A serious violation warranting immediate university review.
- Academic misconduct that may warrant referral under university policies.

Actions

- The instructor notifies the Program Director and provides supporting documentation.
- An official report is submitted to the appropriate university office(s), which may include:
    - Dean of Students
    - University Police Department, when applicable
    - Title IX Coordinator, when applicable
    - Other university offices as appropriate
- Program-level actions may occur in conjunction with institutional processes, as permitted by university policy.
- Students found responsible for multiple academic misconduct violations may be subject to dismissal from the program in accordance with program policies.

**Serious violations may include, but are not limited to, conduct that threatens safety, endangers others, constitutes harassment or discrimination, involves criminal behavior, or violates university policies related to sexual misconduct.*

Possible Faculty Actions in Cases of Academic Misconduct.

Allegations or suspicions of academic misconduct may be addressed through one or more actions permitted under university policy. Actions initiated by the course instructor may include, but are not limited to, referral to appropriate support services; assignment of a grade reduction on an academic assessment; assignment of a reduced final course grade; assignment of an unforgivable "F" for the course; referral of the matter to the program director, department chair, college dean, and/or referral of the matter to the Dean of Students for formal review.

The BS in Nutrition and Dietetics Progressive Disciplinary Process is an internal, program-level framework intended to promote early identification, education, and corrective intervention when appropriate. Use of this process is not mandatory, not sequentially required, and does not limit the authority of the course instructor or the university to take action as permitted by institutional policy. At the discretion of the course instructor, concerns related to academic misconduct may be reported directly and immediately to the Dean of Students without prior use of the progressive disciplinary process, particularly when the instructor determines that the nature, severity, timing, or context of the concern warrants institutional review or formal adjudication.

No provision of this handbook shall be interpreted as guaranteeing a student the use of the progressive disciplinary process prior to referral to the Dean of Students. Final determination of responsibility and imposition of institutional sanctions rests solely with appropriate university officials in accordance with the Student Code of Conduct and applicable university policies.

Disciplinary Actions and Termination Procedures. A student may face disciplinary action, including potential termination from the program, for reasons such as unsatisfactory academic performance; inappropriate, disruptive, and/or

criminal behavior (e.g., academic dishonesty, plagiarism, harassment, etc.). Students who are found responsible for multiple incidents of academic misconduct may be dismissed from the program. The program reserves the right to refer any suspected academic misconduct to the appropriate university offices and to impose program-level consequences consistent with university policy. For further details regarding the Dean of Students Misconduct Process, visit the Dean of Students Office website. This decision will be based on the severity and recurrence of the violations, in accordance with university policies and due process procedures. Dismissal determinations will be made by the department chair, program director, and appropriate university offices.

Appeal Process. Students may appeal a Level 1 warning or a Level 2 referral, or a dismissal from the program.

Step 1: Submit a Written Appeal

The student must submit a written appeal to the Program Director within 5 business days of receiving written notification of the disciplinary action. The appeal must include:

- The specific decision being appealed.
- The reason(s) for the appeal.
- Any supporting documentation.

Step 2: Grounds for Appeal

Appeals will be considered only on one or more of the following grounds:

- Procedural Error: A department policy or procedure was not followed, and the error may have affected the outcome.
- New Evidence: Relevant information that was not available at the time of the original decision has become available.
- Disproportionate Action: The disciplinary action imposed is significantly disproportionate to the violation.

Step 3: Program Review

The appeal will be reviewed by the Program Director, Department Chair, and/or relevant faculty members who were not directly involved in the incident when possible. Following review of the appeal, the department may:

- Uphold the original decision.
- Modify the disciplinary action.
- Reverse the disciplinary action.

The review will typically be completed within 10 business days of receipt of the appeal.

Step 4: Notification of Decision

The student will receive written notification of the appeal decision and the rationale for that decision. The decision made on the appeal is final within the Department of Nutrition and Dietetics. Students who remain dissatisfied may pursue additional grievance or appeal procedures available through the Dean of Students Office or other applicable university policies.

Graduation and DPD Completion Requirements. To complete the 120-credit hour BS in Nutrition and Dietetics, DPD Program concentration and earn the

BS degree, the student must complete all DPD program courses with a grade of "C" or higher in each class and maintain overall GPA of 2.0 or higher.

DPD Verification Statements. To receive the DPD Verification Statement, students must meet the graduation/DPD completion requirements above AND achieve all ACEND-required knowledge requirements (KRDNs). The KRDNs are listed in the associated DPD classes where they are met. A DPD Verification Statement is typically required to continue the pathway toward becoming credentialed as an RDN. Students elect to receive their verification statement through email or postal mail. If email is chosen, one original verification statement with a verified digital signature from the program director is emailed to both the student's chosen personal email address and their UNF email address. If postal mail is chosen, six original verification statements are mailed to program graduates approximately four weeks after graduation.

KRDN Remediation. To receive a DPD Verification Statement, students must meet all ACEND-required Knowledge Requirements for Dietetics (KRDNs). Each KRDN is assessed through specific assignments that require a minimum score (typically 70%) to demonstrate competency. If a student does not achieve the minimum score on a KRDN-linked assignment:

1. The instructor will notify the student that the KRDN was not met and outline the remediation option. Students may be allowed to revise and resubmit the assignment to demonstrate competence or may need to complete an additional similar assignment. The original grade associated with the KRDN will not change. The resubmission must meet or exceed the required benchmark to satisfy the KRDN.
2. The instructor will provide a deadline for the resubmission and any additional instructions. Students must acknowledge the notification and indicate whether they will complete the remediation.
3. After resubmission, the instructor will evaluate the revised work solely for competency. If the required benchmark is met, the KRDN will be recorded as satisfied. Students who remain below the benchmark after remediation will not meet the KRDN and should discuss next steps with the Program Director.

Only one remediation opportunity per KRDN-mapped assignment is guaranteed; additional remediation opportunities are granted at the instructor or program director's discretion. Deadlines must be followed; late submissions may not be accepted. If a student chooses not to remediate or does not respond by the stated deadline, the KRDN will remain unmet.

Failure to meet all KRDNs means the student cannot receive a DPD Verification Statement, which is required for dietetic internship eligibility and progression toward the RDN credential. However, the student may still be eligible to receive the BS degree without the DPD Verification Statement if they meet all other graduation requirements.

Relationship to University Policy. This handbook is intended to provide program-level guidance and does not supersede or replace the University Student

Code of Conduct, university regulations, or applicable law. In the event of any inconsistency, university policy shall govern. The university reserves the right to interpret, modify, or apply policies as necessary to address specific circumstances.

Professionalism Expectations and Tips for Success

The DPD program is committed to supporting student success and preparing graduates for entry into professional practice. This preparation extends beyond academic performance and includes the development of professional behaviors, communication skills, and personal accountability expected of future healthcare professionals.

UNF provides many services to support this growth, including professional development programming, mock interviews, résumé assistance, academic support, and student success resources. Information about these opportunities is available through UNF Career Services and UNF Student Success. Students are expected to take initiative in identifying and using these resources as part of their professional development.

Professional Growth and Engagement

As students advance through the DPD, expectations increase regarding independence, initiative, and professional conduct. Students are expected to actively engage with faculty, challenge themselves beyond their comfort zone, and demonstrate maturity, accountability, and professionalism consistent with preparation for supervised practice and professional employment.

Faculty.continuously.observe.student.performance, not only in terms of academic achievement but also with respect to work ethic, punctuality, communication, responsiveness, and overall conduct. These behaviors form the foundation of a student's professional reputation. Faculty frequently serve as references for dietetic internships, graduate programs, and employment, and their evaluations reflect both academic competence and professional behavior.

Career Preparation

To strengthen professional readiness and applications for internships, graduate programs, or employment, students are encouraged to pursue a variety of nutrition and dietetics-related experiences, including both paid and unpaid opportunities. These may include:

- Shadowing registered dietitians or related professionals
- Holding leadership or committee positions in nutrition-related student organizations
- Volunteering with community nutrition, food access, or public health programs

- Working in the food service industry
- Participating in faculty-mentored research projects

Students are encouraged to seek diverse experiences to better understand areas of the profession that align with their interests and goals. Students should also maintain a detailed log of relevant experiences for future applications.

Academic, Technical, and Communication Expectations

Students are expected to enter and progress through the DPD curriculum with foundational academic and professional skills. These skills include the ability to:

- Accurately paraphrase information from reputable, evidence-based sources
- Cite sources correctly using AMA 11th edition citation style
- Demonstrate basic proficiency in Microsoft Word and PowerPoint
- Use instructional technologies, including recording and submitting video assignments using Canvas Studio
- Describe fundamental research methodologies and apply problem-solving strategies
- Communicate clearly and professionally in written, verbal, and recorded formats

Students are expected to be actively.engaged in their coursework, which includes, at minimum:

- Reviewing assigned readings and lectures
- Attending and participating in required class sessions and synchronous activities
- Communicating proactively with faculty through office hours, scheduled meetings, or designated communication channels

These competencies are considered essential and are required for success in advanced coursework, supervised practice, and professional employment.

Professional Behavior and Conduct

Demonstrating professionalism is an essential component of preparation for the nutrition and dietetics profession. Professional behavior is expected in all academic, clinical, experiential, and communication settings. Professionalism includes, but is not limited to:

- Arriving on time and being prepared for classes, labs, meetings, and assignments
- Communicating clearly, respectfully, and professionally in all formats
- Taking responsibility for learning, behavior, and academic performance
- Upholding ethical standards and academic integrity
- Seeking feedback and applying it constructively to support growth

Daily actions and interactions shape how others perceive a student's readiness for the responsibilities of a healthcare professional. Students are expected to approach each interaction with faculty, peers, and external partners as an opportunity to build trust and demonstrate commitment to professional standards and excellence.

How to Compose a Professional Email

SUBJECT LINE: Always include a course number if that is the purpose of your email; otherwise specify a very brief, specific topic of your email in the subject line

SALUTATION: [Dear/Good morning, etc.] + Appropriate honorific (Dr., Professor, Mr./Ms.) + recipient's last name. Double-check the correct spelling of their name! Attention to detail matters.

BODY: Concisely tell /ask whatever you may need to communicate, ensuring you are clear with any requests for action. Proofread for punctuation and grammar. Separate large blocks of text into paragraphs (however, if your email is concise, no large blocks of text should be necessary).

CLOSING: [Sincerely/Best regards, etc.], Your first and last name

Example:

From: Student <n12345678@unf.edu>
To: Colin, Casey <casey.colin@unf.edu>
Subject: DIE3246 Questions

Hi Dr. Colin,

I am having some trouble understanding the Module 2 content, and I couldn't attend office hours. Could we please schedule a Zoom meeting?

Sincerely,
Student
N#12345678

UNF
Nutrition and Dietetics

Credentialing Exams and Licensure

National Registration Examination for Dietetic Technicians, Registered

After successfully completing the DPD program, you will be eligible to take the Dietetic Technician, Registered Examination. The application must be initiated by your DPD program director, and you must reach out to start the process. The exam costs approximately $160. This exam is a computer-adaptive test with at least 110 questions and a maximum of 130 questions that takes approximately 3 hours and is a proctored exam through Pearson VUE testing center. The exam tests entry-level knowledge of nutrition science, food service, and clinical care. Upon passing this exam, CDR will notify you that you are officially a dietetic technician, registered (DTR).

National Registration Examination for Registered Dietitians

After successfully completing the graduate program with supervised practice, you will be eligible to take the Registration Examination for Dietitians. The exam costs approximately $250. This exam is a computer-adaptive test with at least 125 questions and a maximum of 145 questions that takes approximately 3 hours and is a proctored exam through a Pearson VUE testing center. The exam tests knowledge of food and nutrition, nutrition services (community and clinical), education and research, foodservice systems, and management. Upon passing this exam, the Commission on Dietetic Registration (CDR) will notify you that you are officially a registered dietitian nutritionist (RDN).

State Licensure

To practice, RDNs are required to have a state license. Each state has different laws and procedures regarding licensure, so students need to check on the requirements of the state they are seeking licensure.

Florida has a licensure requirement for dietitians. In Florida to apply for licensure by endorsement, you must complete an accredited DPD, dietetic internship (or supervised practice hours), graduate degree, and pass the national Registration Examination for Dietitians

UNF
Nutrition and Dietetics

Important Contacts

BS in Nutrition and Dietetics Faculty Advisor

Dr. Casey Colin, DPD Program Director
email: casey.colin@unf.edu

Support

UNF One Stop Student Services
UNF Student Success

Other Contacts

For additional UNF Nutrition and Dietetics faculty, who may be helpful in obtaining research opportunities, see the UNF Faculty Directory.

Undergraduate Advising

Students will receive guidance from the Undergraduate Program Director and the BCH undergraduate advising team throughout their undergraduate coursework to ensure they meet requirements and are on track to complete the DPD program.

UNF
Nutrition and Dietetics

ACEND 2022 Core Knowledge Requirements (KRDNs) Evaluated in the UNF DPD

Effective until August 1, 2027

Domain 1: Scientific and Evidence Base of Practice: Integration of scientific information and translation of research into practice.

- KRDN 1.1 Demonstrate how to locate, interpret, evaluate and use professional literature to make ethical, evidence-based practice decisions.
- KRDN 1.2 Select and use appropriate current information technologies to locate and apply evidence-based guidelines and protocols.
- KRDN 1.3 Apply critical thinking skills.

Domain 2: Professional Practice Expectations: Beliefs, values, attitudes and behaviors for the nutrition and dietetics practitioner level of practice.

- KRDN 2.1 Demonstrate effective and professional oral and written communication and documentation.
- KRDN 2.2 Describe the governance of nutrition and dietetics practice, such as the Scope of Practice for the Registered Dietitian Nutritionist and the Code of Ethics for the Profession of Nutrition and Dietetics.
- KRDN 2.3 Assess the impact of a public policy position on nutrition and dietetics practice.
- KRDN 2.4 Discuss the impact of health care policy and different health care delivery systems on food and nutrition services.
- KRDN 2.5 Identify and describe the work of interprofessional teams and the roles of others with whom the registered dietitian nutritionist collaborates.
- KRDN 2.6 Demonstrate cultural humility, awareness of personal biases and an understanding of cultural differences as they contribute to diversity, equity and inclusion.
- KRDN 2.7 Describe contributing factors to health inequity in nutrition and dietetics including structural bias, social inequities, health disparities and discrimination.
- KRDN 2.8 Participate in a nutrition and dietetics professional organization and explain the significant role of the organization.
- KRDN 2.9 Defend a position on issues impacting the nutrition and dietetics profession.

Domain 3: Clinical and Client Services: Development and delivery of information, products and services to individuals, groups and populations.

- KRDN 3.1 Use the Nutrition Care Process and clinical workflow elements to assess nutritional parameters, diagnose nutrition related problems, determine appropriate nutrition interventions and develop plans to monitor the effectiveness of these interventions.
- KRDN 3.2 Develop an educational session or program/educational strategy for a target population.
- KRDN 3.3 Demonstrate counseling and education methods to facilitate behavior change and enhance wellness for diverse individuals and groups.
- KRDN 3.4 Practice routine health screening assessments, including measuring blood pressure and conducting waived point-of-care laboratory testing (such as blood glucose or cholesterol).
- KRDN 3.5 Describe concepts of nutritional genomics and how they relate to medical nutrition therapy, health and disease.
- KRDN 3.6 Develop nutritionally sound meals, menus and meal plans that promote health and disease management and meet client's/patient's needs.

Domain 4: Practice Management and Use of Resources: Strategic application of principles of management and systems in the provision of services to individuals and organizations.

- KRDN 4.1 Apply management theories to the development of programs or services.
- KRDN 4.2 Evaluate a budget/financial management plan and interpret financial data.
- KRDN 4.3 Demonstrate an understanding of the regulation system related to billing and coding, what services are reimbursable by third party payers, and how reimbursement may be obtained.
- KRDN 4.4 Apply the principles of human resource management to different situations.
- KRDN 4.5 Apply safety and sanitation principles related to food, personnel and consumers.
- KRDN 4.6 Explain the processes involved in delivering quality food and nutrition services.

ACEND 2022 Core Knowledge Requirements (KRDNs) Evaluated in the UNF DPD (cont.)

Effective until August 1, 2027

- KRDN 4.7 Evaluate data to be used in decision-making for continuous quality improvement.

Domain 5: Leadership and Career Management: Skills, strengths, knowledge and experience relevant to leadership potential and professional growth for the nutrition and dietetics practitioner.

- KRDN 5.1 Perform self-assessment that includes awareness in terms of learning and leadership styles and cultural orientation and develop goals for self-improvement.
- KRDN 5.2 Identify and articulate one's skills, strengths, knowledge and experiences relevant to the position desired and career goals.
- KRDN 5.3 Practice how to self-advocate for opportunities in a variety of settings such as asking for needed support, presenting an elevator pitch)
- KRDN 5.4 Practice resolving differences or dealing with conflict.
- KRDN 5.5 Promote team involvement and recognize the skills of each member
- KRDN 5.6 Demonstrate an understanding of the importance and expectations of a professional in mentoring and precepting others.

UNF
Nutrition and Dietetics

ACEND 2027 Bachelor Level Competencies for Nutrition and Dietetics Evaluated in the UNF DPD

Effective August 1, 2027

ACEND's Bachelor Level Competencies and Performance Indicators are organized hierarchically from broad learning expectations to more specific indicators.

- Level 1: The Units (e.g., Unit 1, Unit 2) are the broad content areas that describe a group of competencies and a focus area
- Level 2: The Competencies (e.g., 1.1, 1.2) follow and describe what learners should achieve within that unit. Competencies identify expected performance (knowledge, skill, and judgment)
- Level 3: The Performance Indicators are the sub-statements (e.g., 1.1.1, 1.1.2) that define each competency or the level of expected performance into specific, measurable skills that demonstrate how the broader outcome is applied in practice

Unit 1: Foundational Knowledge

1.1 Apply foundational sciences and knowledge in food and nutrition (S)

- 1.1.1 Describe nutrient metabolism, including the integration and regulation of macro- and micro-nutrition (K)
- 1.1.2 Apply organic chemistry and biochemistry knowledge to make informed food and nutrition decisions for medical nutrition therapy and optimal health (S)
- 1.1.3 Apply an understanding of social, physical, and behavioral factors that impact food and nutrition across the lifespan (S)
- 1.1.4 Integrate knowledge of molecular factors, including genes, proteins, and metabolites, in the development and management of disease (K)

1.2 Apply knowledge of pharmacology and pharmacokinetics to recommend, prescribe, and administer medical nutrition therapy (K)

- 1.2.1 Identify the classifications of nutraceutical and pharmacological agents and their actions on the body (K)
- 1.2.2 Apply knowledge of classifications, categories, and indications for commonly used medications and supplements (for example, weight management, hypertension, diuretics, cardiovascular disease, diabetes) (K)
- 1.2.3 Demonstrate understanding of pharmacokinetics as it applies to medications and supplements (K)

1.3 Apply an understanding of the impact of integrative and functional nutrition on disease, health, and wellness (S)

- 1.3.1 Explain how nutrients and nutrition supplements influence disease, physical activity, and wellness (K)
- 1.3.2 Evaluate the safety and efficacy of integrative and functional nutrition approaches and interventions (S)
- 1.3.3 Critically evaluate evidence-based literature to inform decisions about the use of integrative and functional nutrition (S)

1.4 Integrate research methods and principles into evidence-based practice (S)

- 1.4.1 Explain the steps of the research process (K)
- 1.4.2 Choose appropriate statistical methods, perform statistical analysis, and interpret results in various data analysis situations (S)
- 1.4.3 Evaluate research to support evidence-based decision-making and draw valid conclusions (S)

Unit 2: Community Services

2.1 Promote health and wellness for individuals and groups (S)

- 2.1.1 Engage in community outreach to address the nutrition-related needs of the target group (S)
- 2.1.2 Use nutrition and health coaching strategies to create a shared vision and goals with individuals (S)
- 2.1.3 Assess and monitor the effectiveness, adequacy, and quality of infant feeding practices (S)
- 2.1.4 Provide evidence-based breastfeeding education to promote human milk feeding, human lactation, nutrition, and well-being (S)

2.2 Design and implement a program that addresses the nutrition needs for health, wellness, and disease prevention (S)

- 2.2.1 Conduct a community needs assessment to identify the health status and behavior of the community and the gaps in resources and services (S)

ACEND 2027 Bachelor Level Competencies for Nutrition and Dietetics Evaluated in the UNF DPD (cont.)

Effective August 1, 2027

- 2.2.2 Provide evidence-based education to address nutrition misinformation in a manner that supports informed decision-making (S)
- 2.2.3 Demonstrate an understanding of cultural differences as they pertain to patient/client care (S)

Unit 3: Leadership

3.1 Apply critical thinking to make ethical and evidence-based decisions (S)

- 3.1.1 Make decisions based on evidence-based practice and ethical principles (S)
- 3.1.2 Define the problem and determine steps for resolution (S)
- 3.1.3 Identify fundamental research concepts that inform evidence-based practice (K)

3.2 Demonstrate ethical and professional behaviors (S)

- 3.2.1 Apply knowledge of the professional Code of Ethics (S)
- 3.2.2 Maintain confidentiality and security when sharing, transmitting, storing, and managing protected health information (S)
- 3.2.3 Perform self-reflection to identify skills, strengths, knowledge, and experiences, and develop goals for self-improvement (D)
- 3.2.4 Identify and take steps to manage unethical, incompetent, and unsafe behavior (S)
- 3.2.5 Practice in a manner that respects patient/client needs (S)
- 3.2.6 Apply nutrition-related legislation, regulations, and standards of practice (K)

3.3 Apply leadership skills to guide practice (K)

- 3.3.1 Apply knowledge of leadership and management theories (K)
- 3.3.2 Gain an understanding of social cues and group dynamics to facilitate desired outcomes (K)

Unit 4: Nutrition Care Process and Medical Nutrition Therapy for Individuals

4.1 Conduct nutrition screening to identify health and nutrition-related problems (D)

- 4.1.1 Interview individuals and gather information from other sources, following established tools and guidelines (D)
- 4.1.2 Identify and prioritize needs based on screening results (S)

4.2 Conduct a nutrition assessment to inform the nutrition diagnosis (S)

- 4.2.1 Obtain diet history and the level of physical activity (D)
- 4.2.2 Select nutrition assessment tools for individuals and groups (S)
- 4.2.3 Recognize pertinent laboratory values and their impact on health and nutrition (S)
- 4.2.4 Address nutritional risk factors across the life span (S)
- 4.2.5 Conduct a nutrition-focused physical examination and interpret results (D)
- 4.2.6 Identify signs and symptoms of malnutrition and nutrient deficiencies and excesses (S)
- 4.2.7 Assess individual energy and nutrient needs based on physiology and health status (S)
- 4.2.8 Recognize and communicate the causes of disease and nutritional risks (K)
- 4.2.9 Develop a problem, etiology, signs and symptoms (PES) statement to communicate a nutritional diagnosis (S)

4.3 Develop an individualized plan of care that addresses nutrition care needs, diagnosis, and client/patient nutrition goals (S)

- 4.3.1 Develop goals that address nutrition care needs and diagnosis (S)
- 4.3.2 Create a nutrition prescription to address nutrition goals (S)
- 4.3.3 Describe the regulatory system related to billing and coding, what services are reimbursable by third-party payers, and how reimbursement may be obtained (K)

4.4 Create an intervention, monitoring, and evaluation plan to address nutrition diagnosis (S)

- 4.4.1 Evaluate and address the influence of food consumption on the development and management of diseases (S)
- 4.4.2 Address food-medication interactions and food allergies to ensure client/patient safety (S)

ACEND 2027 Bachelor Level Competencies for Nutrition and Dietetics Evaluated in the UNF DPD (cont.)

Effective August 1, 2027

- 4.4.3 Apply medical nutrition therapy principles for the management of enteral and parenteral nutrition (S)
- 4.4.4 Explain the implications of genetic variation for nutritional needs and medical nutrition therapy (K)
- 4.4.5 Instruct clients/patients on self-monitoring blood glucose levels, with consideration of their diabetes medication, and the medical nutrition therapy plan (S)
- 4.4.6 Evaluate the impact of nutrition intervention on the nutrition diagnosis (S)
- 4.4.7 Document all elements of the nutrition care process following professional standards and organizational policies (S)

4.5 Apply counseling and behavior change theories to promote nutritional health and disease prevention (S)

- 4.5.1 Identify the benefits, risks, and limitations of counseling (K)
- 4.5.2 Apply counseling theories, psychological methods, and strategies that empower patients/clients to make changes (S)
- 4.5.3 Explain the effect of mental health on food behavior (K)

Unit 5: Foodservice

5.1 Apply sanitation and food safety principles in compliance with state and federal regulations (D)

- 5.1.1 Apply sanitation principles related to food safety, personnel, and consumers (D)
- 5.1.2 Demonstrate awareness of food regulations specific to the practice settings (K)
- 5.1.3 Adhere to policies and procedures to optimize food and water safety in compliance with state and federal regulations (D)

5.2 Design meals that promote health and disease management for various individuals and groups across the lifespan (D)

- 5.2.1 Develop and modify menus and meal plans to ensure acceptability and affordability, accommodating for age, dietary patterns, preferences, and health status (D)
- 5.2.2 Evaluate recipe acceptability using sensory evaluation methods (D)
- 5.2.3 Modify recipes and ingredients based on preferences, dietary needs, trends, seasonality, and product availability (D)
- 5.2.4 Design therapeutic diets applying food science principles (D)
- 5.2.5 Adjust recipes to scale for the desired quantity (D)
- 5.2.6 Modify recipes or develop a food product integrating principles of chemistry and food science (D)
- 5.2.7 Prepare infant formula and human milk safely and accurately to meet patient/client needs (S)

5.3 Manage the production, distribution, and service of quantity and quality food systems (S)

- 5.3.1 Perform functions related to purchasing, production, and service of food that meet nutrition guidelines, cost parameters, and health needs (S)
- 5.3.2 Perform human resource functions to achieve goals (S)
- 5.3.3 Perform foodservice budget activities to achieve financial goals (S)
- 5.3.4 Apply workplace safety principles to identify and mitigate safety hazards (S)
- 5.3.5 Analyze organizational needs, including workforce, equipment, space, and technology, to ensure sustainability (S)
- 5.3.6 Analyze the workflow design and make recommendations to improve system efficiency (S)
- 5.3.7 Develop disaster planning protocols to ensure safe and continuous food service (S)
- 5.3.8 Conduct a facility analysis of equipment based on resource availability, anticipated future growth, and sustainability (S)

5.4 Apply knowledge of purchasing, receiving, and storage of food products (S)

- 5.4.1 Identify inventory management principles to ensure food production needs are met (S)
- 5.4.2 Manage the process of receiving and storing products, demonstrating adherence to food safety code guidelines and regulations (K)
- 5.4.3 Manage the relationship between forecasting and production as it pertains to recipe needs and organizational demand (S)