

Program Guide
2009-2010
Dietetic Internship



MISSION STATEMENT

The Michigan State University Dietetic Internship Program will prepare its graduates to become dietitians in state-of-the-art practice, within diverse and challenging healthcare, food service, and entrepreneurial positions.

ACCREDITATION STATUS

The Dietetic Internship at Michigan State University is currently granted accreditation by the Commission on Accreditation for Dietetics Education (CADE) of The American Dietetic Association (ADA), 120 South Riverside Plaza, Suite 2000, Chicago, IL 60606-6995, 312/899-4876.

PROGRAM DESCRIPTION

The Dietetic Internship at Michigan State University (MSU) is a generalist dietetic internship (DI) program. The program provides supervised practice experiences necessary for qualified dietetics graduates to write the Registration Examination for Dietitians administered by the Commission on Dietetic Registration. The actual program is designed to last 10 months (including 2 weeks of vacation). The internship will begin August 24, 2009 and will end June 18, 2010. **Interns are expected to have reliable vehicles and considerable driving should be expected during the internship.**

For more information, please refer to our website;

www.msu.edu/unit/fshn/grad/intern.html

To Apply: Obtain a Michigan State DI program application packet by calling 517-355-7713, Extension 183, 517-449-2911, or email your request to rogersg3@msu.edu.

Complete the ADA supervised practice program application form (computer matching), prepare a letter of application, and include a \$40 application fee payable to Michigan State University. Request instructions and a mark/sense card to prioritize your DI preferences from any ADA Didactic Program in Dietetics or from D&D Digital Systems, located at 137 Lynn Avenue, Ames, IA 50014-7126. There is a \$50 fee for computer-matching that should accompany your application and is payable to D&D Digital Systems. Completed application packages for all components must be postmarked by Tuesday February 17, 2009 for Fall 2009 DI program admission.

DI AND GRADUATE SCHOOL

Interns who wish to combine the DI with graduate school must apply separately to the Graduate School and will be required to submit GRE scores with the graduate school application. Prospective interns interested in this option should contact the DI Director and MSU graduate school faculty to discuss the process prior to completing an application. Interns choosing this option should expect to take approximately 36 months to complete both the DI and a Masters Degree. Fees will be based on current MSU graduate school tuition fees in addition to the regular DI program fee.

ADMISSION QUALIFICATIONS

Admission to the MSU DI Program is determined by the Internship Selection Committee (ISC). The ISC consists of the Dietetic Internship Director, MSU faculty and preceptors from the internship program. Qualified applicants will have already earned a bachelor's degree from any U.S. regionally accredited college or university (or a foreign degree, if verified as equivalent), and have completed an ADA Didactic Program in Dietetics. For recency of educational requirements, a course in medical nutrition therapy is required to have been taken within the last five years.

A cumulative grade point average of 3.0 or above (on a 4.0 scale) for college work is required. A minimum GPA of 3.00 in professional didactic courses is also required. In addition, work experience and letters of recommendation are taken into consideration.

PRE-ENTRANCE REQUIREMENTS

Interns will complete a proficiency exam in medical terminology and abbreviations during the MSU DI Program orientation

LOCATION

Interns in the MSU DI Program will be placed in either in the Lansing/Battle Creek or Grand Rapids/ Muskegon, Michigan areas. ***If you wish to be placed in a specific location (either Grand Rapids area or Lansing area), this must be clearly expressed in your letter of application.*** Although every effort will be made to accommodate location preferences, ***requests for placement in a specific location do not guarantee placement in that location if accepted to the MSU-DI.***

It will be necessary for interns to travel. Travel will include travel to rotation sites, travel during rotations to other sites, some travel to Lansing or Grand Rapids / Muskegon as well as other areas as needed for classes and other brief experiences (2 weeks or less) to meet specific competencies. All interns are required to have an automobile to travel to rotation sites. Assignment to specific areas will be made after acceptance into the MSU DI Program.

PROGRAM EXPENSES

The DI program fee is \$7,365* for the 2009-2010 academic year. Upon acceptance to the program, a non-refundable \$100 down payment is due. Remaining payments follow this schedule:

*\$100.00 down payment due upon notification of acceptance into program

*\$7,265 due first day of orientation (August 24, 2009)

Summary of Internship Expenses

	In-State and Out-of-State Interns
Program Fee	\$7365
Health Insurance	\$750 to 800 ^{1,3}
Liability Insurance	\$30-50 ²
Housing	\$500-800/month ³
Travel	\$Variable
Application Fee	\$40 ⁴
ADA Associate Member Fee	\$49
Non-refundable deposit	\$100 ⁵

- For the 2009-2010 year
- Fees subject to change

¹Health insurance may be purchased through a private carrier or HMO if interns are not already covered by a policy.

²Liability insurance is available through providers affiliated with the American Dietetic Association.

³Estimates only.

⁴MSU DI Program Application Fee

⁵Non-refundable deposit is paid upon acceptance in the program. This deposit is credited to the first installment of the program fee due in August.

Interns are responsible for their own living arrangements and expenses. A wide variety of housing possibilities are available in the Lansing, Grand Rapids, and Muskegon areas, with prices dependent on specific type of arrangement and location. While a limited number of dormitory rooms may be available to interns, most choose to live off campus. The Student Services Program, located in the Student Services Building, maintains lists of apartments and houses available for rent in the Lansing area. That office can be accessed at the MSU website (<http://www.msu.edu/>). In addition, interns must arrange for their own transportation, since supervised practice facilities where interns receive the majority of their training are not easily accessible by public transportation.

Interns are required to carry their own health and professional liability insurance. Liability insurance is available from Marsh Affinity Group Services. The price is approximately \$40 per year. It is the intern's responsibility to carry the appropriate

health and automobile insurance policy to cover liability in travel related to the internship and in assigned work during the internship. Michigan State University offers a health insurance plan to eligible students and their dependents through The Chickering Group of Cambridge, Massachusetts. Prices vary based on the health insurance plan selected. Interns are covered for injury while working in the facilities for supervised practice by each facility's liability insurance carrier.

All interns are required to enroll in a 1-credit seminar course both Fall and Spring semesters through MSU's Lifelong Education program. Enrollment information will be provided upon acceptance to the MSU DI. The tuition for the seminar class is included in the MSU DI program fee.

Federal financial aid is only available to interns who are concurrently enrolled as regular status graduate students at MSU. Alternative student loans are available to interns, however, and information on these can be obtained from the MSU Financial Aid office.

All interns are expected to hold ADA Affiliate Membership. This membership costs about \$49 per year and includes a subscription to The Journal of the American Dietetic Association.

During the internship, Interns are expected to attend a professional conference and there will be some out-of-pocket expenses associated with this activity.

Clinical and some food service management field sites require a lab coat worn over professional clothing, which interns must provide. Other miscellaneous costs may arise that will be the responsibility of the intern.

Part-time work may be difficult to schedule given the expectations of the internship. The schedule of any outside jobs must be flexible enough to accommodate the schedule of facilities to which interns are assigned or course work in which they are enrolled.

Interns are eligible to apply for two scholarships through the Michigan State University Department of Food Science and Human Nutrition that apply to the internship program. If interested in applying for these scholarships, information can be obtained from the Program Director.

PROGRAM CONTACT

Gail J. Rogers, MS, RD,
Dietetic Internship Director
325 Malcolm Trout Food Science Building,
Michigan State University
East Lansing, Michigan 48824
Phone: 517-355-7713, ext 183
Cell phone: 517-449-2911
e-mail: rogersg3@msu.edu

APPLICATION GUIDELINES

Please type all materials using an easy-to-read sans serif font (e.g. Times, Courier, Arial, Helvetica) in a size no smaller than 11 point.

1. Letter of application (typed) to the program director in no more than two single-spaced pages using a business format. It should address the following issues.
 - Reasons for selecting dietetics as a career
 - Statement of career goals, short and long term
 - Reasons for applying to the MSU Dietetic Internship Program and a statement of how a generalist dietetic internship will help meet career goals
 - Description of your strengths and weaknesses, and
 - Descriptions of a challenging situation in which you needed to apply innovative problem-solving skills
2. Completed ADA Dietetic Internship Program Application form. This form must be signed.
3. Application fee to the Department: \$40.00 check or money order. Please note that all checks and loans must be made out to **Michigan State University Dietetic Internship Program**.
4. Resume
5. Official copy of all college transcripts. All transcripts must show descriptive titles. If course numbers are shown, a catalogue description must be provided.
6. Official Verification Statement of Completion of ADA Didactic Program in Dietetics (DPD) or a Declaration of Intent to complete degree and ADA academic requirements, obtained from your DPD Program Director. This form must be signed. Upon acceptance to the program, an official verification statement and official transcript with the degree conferral stamp must be submitted.
7. Three references, at least one from a former employer (paid or volunteer) and at least one from a professor in foods, nutrition, and/or foodservice management. Please duplicate the ADA recommendation forms in the application packet as needed.
8. **GRE scores are NOT required unless you are concurrently enrolling in a graduate program.**
9. Please include a phone number where you can be reached, if necessary, on appointment day.
10. Scholarships in the amount of \$2000 are typically awarded to the two applicants with the highest selection committee rankings who enter the MSU DI. The amount of the scholarships to be awarded for 2009-2010 has not yet been determined.

All materials should be submitted in a single packet. Keep a copy of your applications for your own records, as application materials submitted to this program will not be returned to applicants.

CHECKLIST FOR THE MSU DI PROGRAM

- _____ 1. Letter of application (typed) to the program director in no more than two single-spaced pages in a business format. The letter should address the following:
 - Reasons for selecting dietetics as a career
 - Statement of career goals, short term and long term
 - Reasons for applying to the MSU Dietetic Internship and a statement of how a generalist dietetic internship will help meet career goals,
 - Description of your strengths and weaknesses and description of a challenging situation in which you needed to apply innovative problem-solving skills.

- _____ 2. Completed Application Forms: Enclose ADA's Supervised Practice Experience Program Application. This form must be signed.

- _____ 3. Application fee sent to the Department: \$40.00 check or money order
 - a) Please note that all checks, money orders and loans and must be made out to - **Michigan State University Dietetic Internship Program**

- _____ 4. Resume

- _____ 5. Official Copy of all college transcripts. All transcripts must show descriptive titles. If only course numbers are shown, a catalogue description must be provided.

- _____ 6. Official Verification Statement of Completion of ADA Didactic Program in Dietetics (a.k.a., DPD) or a Declaration of Intent to complete degree and ADA academic requirements, obtained from your DPD Program Director. This form must be signed.

- _____ 7. Three references, at least one from a former employer (paid or volunteer) and at least one from a professor in foods, nutrition, and/or foodservice systems management. Please duplicate the ADA recommendation forms in the application packet as needed.

All material should be submitted in a single packet. Keep a copy of your applications for your own records, as application materials submitted to this program will not be returned to applicants.

Return the checklist with your application

Signature: _____ Date: _____

SAMPLE ROTATION SITE LIST

*Interns will not rotate through all listed rotation sites.

Lansing Rotation

Clinical – Hospital 13 weeks (Staff Relief 2 weeks) Total 15 weeks

Interns will be assigned one of the following

- Sparrow Hospital, Lansing Mich.
- Ingham Regional Medical Center, Lansing Mich.

Foodservice – Hospital 5 weeks

- Interns will be assigned one of the following
 - Sparrow Hospital – Lansing
 - Ingham Medical – Lansing

Sparrow Weight Management Center 2 weeks

- Sparrow Hospital - Lansing

Long Term Care 2 weeks

Ingham County Health Department 3 weeks

- Lansing

Michigan State Extension

- 1 week at state office (MSU)
- 2 weeks county level

Olin Health Center 1 – 2 weeks

- Lansing (MSU)

Hayes Green Beach Community Hospital 3 weeks

- Charlotte

Public Schools 5 weeks

- Charlotte
- Okemos

Sports Nutrition 2 weeks

- MSU

Staff Relief 2 weeks

Muskegon / Grand Rapids

Clinical – Hospital 13 weeks (Staff relief 2 weeks) Total 15 weeks

Interns will be assigned one of the following

- Mercy General Health Partners – Muskegon Mi
- St. Mary's Hospital – Grand Rapids, Mi

Foodservice – Hospital 5 weeks

- Interns will be assigned one of the following
 - Mercy General Health Partners – Muskegon
 - St. Mary's Hospital – Grand Rapids

Mary Free Bed Rehabilitation Hospital 2 weeks

- Grand Rapids

Long Term Care 2 weeks

- Grand Rapids
- Muskegon

Public Health (WIC/MIHP) 3 weeks

- Muskegon County
- Kent County

Zeeland Community Hospital or Memorial Medical Center of West Michigan 3 weeks

- Zeeland, Mi
- Ludington, Mi

Michigan State Extension 3 weeks (1 weeks state level , 2 weeks local)

Public Schools 5 weeks

- Grand Rapids
- Holland
- Forest Hills

Food Industry (Gordon Food Service) 2 weeks

- Grand Rapids

Tendon – 2 weeks Grand Rapids