

**Utah State University Dietetic Internship
Preceptor Responsibility Form**

PRECEPTOR STAFFING INFORMATION

Employed: Full-Time Part-Time*

***If part-time is there another (or several other) preceptor(s) that will be available to assist in mentoring the intern when you are not working?**

Yes No

of years of experience post credentialing (if applicable; meaning if your current job requires a specific degree or license):

<1 year* 1-5 years 6-10 years 10+ years

***If you have worked as a RD or other credential professional for less than one year is there another preceptor that has worked greater than 1 year that would be willing to be the primary preceptor?**

Yes No

Please note employees with less than one year of experience are welcome and encouraged to assist in training the dietetic intern; however, they should not act as the Primary Preceptor.

PRECEPTOR RESPONSIBILITIES

Preceptor is responsible for:

- Working with the intern to schedule learning experiences during the rotation
- Aiding the intern in accomplishing the learning experiences outlined in the USU Dietetic Internship Rotation materials
- Assisting in orienting the intern to the facility and rotation, reading and evaluating written assignments and oral presentations, and evaluating task assignments (note these duties can also be delegated to other preceptors/staff at the facility)
- Conducting the final rotation evaluation of the intern
- Being familiar with and abiding by the USU Dietetic Internship policies and procedures
- Acting as the point of contact in the facility for the USU Dietetic Internship Director(s)

I've read and understand what my basic responsibilities will be as a Primary Preceptor for the USU Dietetic Internship.

Yes No

CONTACT INFORMATION

Preceptor Name: _____ Date: _____

Name of Facility: _____

Office Phone Number: _____ Fax Number: _____

Cell Phone/Pager: _____ Email Address: _____