

Lagniappe Wellness Dietetic Internship
Fall 2025 Orientation Agenda
Sept 3-4, 2025
ALL TIMES ARE CENTRAL TIME. PLEASE PLAN ACCORDINGLY

Synchronous Sessions will be held as a group or as an activity that everyone will do at the same scheduled time.

Asynchronous Sessions will be completed independently depending on your time zone, in the morning for Eastern and Central time zones or the afternoon for Mountain and Pacific time zones. Links for all activities and modules will be found on the Orientation page of the Intern Portal.

Day 1, Wednesday

12:00 PM start

Synchronous Sessions

Group Zoom meeting

- ❖ Introductions: Name, school you attended, where you live, who are your peeps, day off activity, something interesting about yourself that most people don't know about you
- ❖ LWDI Mission, Goals, and Objectives
- ❖ Competency Review [LWDI Competency Checklist](#)
- ❖ Preceptor Resources
 - Send this link to all of your preceptors and ask them to fill out the request form to obtain detailed info about our program: <https://lagniappewellness.com/information-for-preceptors/>
- ❖ [Q&A forum](#)
- ❖ General announcements
 - Please make an appointment with Robin for PAL review if you are requesting to use PAL.

Asynchronous on your own, Wednesday afternoon

- ❖ Read Intern Handbook linked here: [Intern Handbook](#)
- ❖ Student Handbook and Compliance Form - sign and add link to your personal forms spreadsheet before 6:00 CT [Handbook Compliance form](#)
- ❖ Read the following papers linked below and complete this [Professionalism Articles and Reflections Assignment](#) These reflections must be posted by the end of the day Friday Sep 6, 2024
 - [Code of Ethics](#)
 - [Professional Boundaries](#)
 - [Social Media and Dietetics](#)

Day 2

12:00 PM start

Synchronous Session

Group Zoom meeting [Day 2 Zoom link](#)

- ❖ Office hours and meetings
 - Schedule via Calendly link.
 - Mindy's office hours: Wednesdays from 4-6pm Central
 - Mindy's Scheduling link: <https://calendly.com/mscott-lwdi/officehours>
 - Robin's office hours: Mondays & Wednesdays 10:30am-12pm and Saturday mornings via text message
 - Robin's Scheduling link: <https://calendly.com/rschenk-lwdi/office-hours>
- ❖ [Hours Tracking Form](#)
- ❖ Examples of google site submission pages
- ❖ Review [Rotation Signature/Evaluation Procedures](#)
- ❖ Rotations, Syllabi, and evaluation review
- ❖ Supervised Practice forms and procedures: [Information for Forms and Procedures](#)

Asynchronous Activity: on your own

- ❖ View tutorial videos for:
 - [Google Drive Basics & Forms Spreadsheet](#)
 - [Google site set up](#)
 - [Weekly Hours tracking/preceptor signature](#)

Day 3

Synchronous Session 12:00 pm CTstart

Group Zoom meeting

- ❖ [Q&A forum](#)
- ❖ Zoom/Class policies, procedures, and expectations Class Policies, Procedures & Expectations
- ❖ RD bootcamp walkthrough
- ❖ Refresher Week
- ❖ Progress of assignments, Q&A, etc.

Synchronous Activity 3:00 CT, Diagnostic RDN Exam to be administered online via RD Bootcamp

Asynchronous Session immediately after completion of the Diagnostic RD Exam

- ❖ Self evaluation following the Diagnostic RDN exam and study plan posted to the Submission page by the end of the day Friday.
- ❖ Finish incomplete items

Orientation and Refresher Week assignments are designed to get you refreshed and prepared for your rotations. Some Pre-Orientation, Orientation, and Refresher Week assignments must be completed and uploaded to your Submission Page before rotations commence.

A few notes about communication:

I am required to keep records and accounts of interns' communications. For that reason, I prefer that you communicate with me exclusively via email, unless it is an emergency. I will address emails on Saturday morning, but I do not work on Sunday and I suggest you do the same with one day devoted to your faith, family, friends, cooking, pets, me-time or whatever! *Work-Life balance is important so start developing that habit now.*

You are reflected in how you communicate with others, verbally, in writing, and with body language in Zoom meetings. Make a habit of communicating **well**. This includes your language, grammar and punctuation in all written messages including text messages! A casual communication may come back to haunt you if a preceptor potentially becomes a hiring manager. **Always** read what you write before sending!

If you are frustrated, tired, or disappointed, take some time before composing a written message. Failing to do so usually doesn't end well. This is self explanatory.

After **EVERY** rotation, send your preceptor a hand written thank you note. In addition to being common courtesy, this is important networking following your rotation and goes along with the idea that any preceptor could potentially hire you!

As your Program Directors, Mindy and I will always have your best interests at heart. Do not be hesitant or afraid to come to us with issues that are concerning you, even if you feel uncomfortable doing so.

THERE IS NO GROWTH IN THE COMFORT ZONE!

LWDI Pre-Internship Assignment Checklist

***Completion of the Clinical Terminology Module, Weight Bias Module, and Clinical Skills Module is required before rotations can start.**

ASSIGNMENT	Action	DATE COMPLETED AND LINKED
*Clinical Terminology module	Completed on RD boot camp	
*Weight Bias module	Weight Bias Module completed	
*CLINICAL SKILLS MODULE		
Nutrition Care Process module	Certificate linked on Submission page	
NFPE module (CRDN 3.2)	Self assessment rubric, video, and 2 PES statements posted to Submission page	
Swallow Evaluation (CRDN 3.6)	Attend webinar and post write up to submission page	
NGT tube insertion (CRDN 3.5)	Narrative posted on Submission page	
Blood Glucose Monitoring (CRDN 3.4)	Narrative posted on Submission page	
Clinical Review: Diabetes, Renal & Nutrition Support	Completed on RD Boot Camp, worksheets uploaded to submission page	
PROFESSIONALISM MODULE		
Professionalism Webinar	Reflection linked on Submission page	
Professional Development Portfolio	Draft Competency Plan linked on Submission page	
HIPAA training	HIPAA attestation form linked on Submission page	
Navigating Outpatient Billing	Quiz submitted electronically via google form quiz	
DIVERSITY, EQUITY AND BIAS		

Unconscious Bias	Reflection paper posted on Submission page	
Weight Bias	Participation in live discussion	
	This page posted to Submission page	