



Course Syllabus

 **Edit**

NUIP 6940-001: 2022-2023 Academic Year

CAPSTONE

INSTRUCTOR INFORMATION



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[Department of Nutrition and Integrative Physiology](https://health.utah.edu/nutrition-integrative-physiology/)

[\(https://health.utah.edu/nutrition-integrative-physiology/\)](https://health.utah.edu/nutrition-integrative-physiology/)

HPER-North Rm 212

Office hours:

Zoom or in-person, by appointment.



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HPER-N 214

Office hours by appointment, in-person or Zoom



COURSE DESCRIPTION

OVERVIEW

Course	NUIP 6940
Department	Nutrition and Integrative Physiology
Pre-Requisites	Enrolled in Coordinated Master's Program
Credit Hours	3-6 (variable credit) a total of six credits required by program. It is recommended that you sign up for three credits in the fall and three credits in the spring of the second year.
Semester	Fall 2023
Course Description	A Capstone experience designed by student, instructor and preceptor to accomplish learning objectives that will provide in-depth learning in a nutrition practice area of student interest.

REQUIRED MATERIALS

Requirements for this course:

- Virtual meeting capability
- Reading materials as provided on Canvas or available through the U of U Library System
- Transportation to and from Capstone rotation site

COMMUNICATION

Preferred Contact Methods:

Email or Canvas message

amy.reeder@hsc.utah.edu (<mailto:amy.reeder@hsc.utah.edu>)

jean.zancanella@health.utah.edu (<mailto:jean.zancanella@health.utah.edu>)

STUDENT LEARNING OUTCOMES

- The student will demonstrate professional conduct in managing the capstone experience, including setting up a work schedule, writing objectives, communicating with a preceptor, requesting feedback throughout the experience, and obtaining evaluation at the end of the experience.



- The student will identify and develop professional dietetic skills under the guidance of an experienced mentor as an entry-level dietetics professional in the chosen specialty area.
- The student will participate in activities to encourage the development of career readiness for a position in nutrition/dietetics.
- The student will have opportunities to demonstrate the ACEND competencies outlined here and associated with specific Learning Assessments below.
 - CRDN 1.5 Incorporate critical-thinking skills in overall 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.
 - CRDN 2.1 Practice in compliance with current federal regulations and state statutes and rules, as applicable, and in accordance with accreditation standards and the Scope of Practice for the Registered Dietitian Nutritionist, Standards of Practice, Standards of Professional Performance, and Code of Ethics for the Profession of Nutrition and Dietetics
 - CRDN 2.4 Function as a member of interprofessional teams.
 - CRDN 2.11 Show cultural humility in interactions with colleagues, staff, clients, patients and the public.
 - 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 5.6 Demonstrate an understanding of the importance and expectations of a professional in mentoring and precepting others.
 - CRDN 5.2 Identify and articulate one's skills, strengths, knowledge and experiences relevant to the position desired and career goals.
 - CRDN 5.3 Prepare a plan for professional development according to Commission on Dietetic Registration guidelines.
 - CRDN 5.7 Mentor others.

PREREQUISITES

Enrollment in the Coordinated Master's Program in Dietetics at the University of Utah

LEARNING ASSESSMENTS

The material covered includes learning activities required by the Accreditation Council on Education for Nutrition and Dietetics:

DUE Fall Semester:

1. Capstone Goals and Learning Objectives: See **Self-Reflection and Capstone Goals/Learning Objectives assignment** for complete details. You will set Capstone goals and learning objectives, based on a self-reflection. Goals and objectives will guide your Capstone experience. (KRDN 2.1)

2. Fall Semester In-class Learning Activities to cover ACEND Required Elements:

9/25 at 2:00 p.m.: **National Provider Identification (NPI) / Coding & Billing module (KRDN 4.3)**

10/30 at 2:00 p.m.: **Professional Development Portfolio module (CRDN 5.3)**

11/27 at 2:00 p.m.: **Licensing and Certification module (KRDN 2.2)**

3. Professional Portfolio Document: Complete in-class activity on 10/30 during which you will explore **CDR resources (https://www.cdrnet.org/)** the **Professional Development Portfolio Guide (https://www.cdrnet.org/pdp-guide-featuring-essential-practice-competencies)**. Spend some time considering your professional goals for the next five years. What areas of nutrition and dietetics will you focus on? In what areas will you need additional training? Are there additional credentials you will need to earn? (CRDN 5.3)

4. Mentoring Activity: As a second-year student, you will be paired with a first-year student and serve as their mentor through the year. At the end of each semester, you will submit a **Mentoring Log**. (KRDN 5.6, KRDN 5.7)

5. Hours Log: Update UBox Hours Log by end of Fall semester to reflect your current hours. By end of Fall semester you should have approximately 160 hours of the required Capstone total of 320 hours.

DUE Spring Semester:

1. Spring Semester In-class Learning Activities to cover ACEND Required Elements:

Three in-person meetings; dates TBA.

Resume Development (CRDN 5.2)

Interview Preparation (CRDN 5.2)

Salary Negotiation

2. Preceptor Evaluation: Provide the **Capstone Evaluation Form** to your preceptor at least two weeks before completing your hours. Schedule a time to complete the Capstone evaluation with your preceptor to get the most out of the feedback and evaluation. Submit completed evaluation. (KRDN 2.1, CRDN 1.5, CRDN 2.1, CRDN 2.4, CRDN 2.11)

3. Mentoring Activity: As a second-year student, you will be paired with a first-year student and serve as their mentor through the year. At the end of each semester, you will submit a **Mentoring Log**. (KRDN 5.6, CRDN 5.7)

4. Web-based Professional Presence: Create a web-based professional presence (independent website or LinkedIn profile). See **assignment** for full details.

5. Final Summary Paper: Answer reflection questions and describe your Capstone experience. See **assignment** for full details. (CRDN 5.2)

6. Hours Log: Update UBox Hours Log by end of Spring semester to reflect total Capstone hours (minimum 320 required).

GRADE SCHEME

The following grading standards will be used in this class:

Grade	Range
A	100 % to 92.5%
A-	< 92.5 % to 89.5%
B+	< 89.5 % to 87.5%
B	< 87.5 % to 82.5%
B-	< 82.5 % to 79.5%
C+	< 79.5 % to 77.5%
C	< 77.5 % to 72.5%
C-	< 72.5 % to 69.5%
D+	< 69.5 % to 67.5%
D	< 67.5 % to 62.5%
D-	< 62.5 % to 59.5%
F	< 59.5 % to 0.0%

CAPSTONE TIMELINE

Step	Description
1	Meet with the instructor to determine your practice site. Sites are based on student interest and preceptor availability. This may happen during the summer before the fall semester. In some cases this will be arranged during the spring semester of your first year.



- 2 Instructor obtains approval from Preceptor for Capstone experience.

Student contacts Preceptor by e-mail to set up an appointment to discuss goals and objectives. Obtain information about required orientation or safety training (if any) required by the facility; make arrangements for completion.
- 3
- 4 The student works with the course instructor and Preceptor to set 3-5 objectives for Capstone experience. See **Assignment** for details.

The student begins Capstone experience.
- 5 The student begins building a personal web page or LinkedIn site.
6. The student participates in all Capstone assessments and in-class learning activities; include in professional online presence.
7. The student communicates via e-mail to the course instructor periodically throughout the Capstone experience, summarizing activities, questions, concerns.
8. Student requests feedback on performance from Preceptor regularly.

Student provides Preceptor with the **Capstone Evaluation Form** at least two weeks before completing Capstone hours.
9. The student asks Preceptor to complete the **Capstone Evaluation Form** and review it together.
10. Student sends or gives a hand-written Thank You note to Preceptor. This step is very important!
- 11 The student writes a **3-5 page summary and reflection of Capstone experience** and submits log of 320 completed hours.
- 12 Student completes **Web-based Professional Presence**. (Update at end of each semester.)



- 13 Student schedules final meeting with the course instructor(s) to review all assessments and submissions.

UNIVERSITY POLICIES

COVID-19 CAMPUS GUIDELINES



CAMPUS COVID-19 RESOURCES

INFORMATION & PRECAUTIONS

We are a mask friendly campus

Masks are no longer required in indoor spaces on main campus. The general public will not be required to wear masks in public facilities—including the Utah Museum of Fine Arts, Natural History Museum of Utah, and Pioneer Theatre. It is important that our campus remain “mask-friendly.” Those who still wish to wear masks are encouraged to do so, especially those at high risk of severe illness from COVID-19.

Masks are now optional in most University of Utah Health

facilities. Please read the policy [here](#).



VACCINATION INFORMATION




GUIDANCE FOR THE CAMPUS COMMUNITY



WORK REIMAGINED



COVID-19 Central @ The U

 801-213-2874



DROP/WITHDRAWAL POLICIES

Students may drop a course within the first two weeks of a given semester without any penalties.

Students may officially withdraw (W) from a class or all classes after the drop deadline through the midpoint of a course. A “W” grade is recorded on the transcript and appropriate tuition/fees are assessed. The grade “W” is not used in calculating the student’s GPA.

For deadlines to withdraw from full-term, first, and second session classes, see the U's [Academic Calendar \(https://registrar.utah.edu/academic-calendars/index.php\)](https://registrar.utah.edu/academic-calendars/index.php).

PLAGIARISM AND CHEATING

It is assumed that all work submitted to your instructor is your own work. When you have used the ideas of others, you must properly indicate that you have done so.

Plagiarism and cheating are serious offenses and may be punished by failure on an individual assignment, and/or failure in the course. Academic misconduct, according to the University of Utah Student Code,

“...Includes, but is not limited to, cheating, misrepresenting one’s work, inappropriately collaborating, plagiarism, and fabrication or falsification of information...It also includes facilitating academic misconduct by intentionally helping or attempting to help another to commit an act of academic misconduct.”

For details on plagiarism and other important course conduct issues, see the U's [Code of Student Rights and Responsibilities \(http://regulations.utah.edu/academics/6-400.php\)](http://regulations.utah.edu/academics/6-400.php).

COURSE MATERIALS COPYRIGHT

The Content is made available only for your personal, noncommercial educational, and scholarly use. You may not use the Content for any other purpose, or distribute, post or make the Content available to others unless you obtain any required permission from the copyright holder. Some Content may be provided via streaming or other means that restrict copying; you may not circumvent those restrictions. You may not alter or remove any copyright or other proprietary notices included in the Content.

Please see the [Code of Student Rights and Responsibilities \(https://regulations.utah.edu/academics/6-400.php\)](https://regulations.utah.edu/academics/6-400.php), Section III.A.5 regarding the **use and distribution of**

class Content (<https://regulations.utah.edu/academics/6-400.php>) and materials. Section III.A.5. prohibits the following:

Sale or distribution of information representing the work product of a faculty member to a commercial entity for financial gain without the express written permission of the faculty member responsible for the course. ("Work product" means original works of authorship that have been fixed in a tangible medium and any works based upon and derived from the original work of authorship.)

SAFETY AT THE U

The University of Utah values the safety of all campus community members. You will receive important emergency alerts and safety messages regarding campus safety via text message.

For more safety information and to view available training resources, including helpful videos, visit safeu.utah.edu (<http://safeu.utah.edu>).

To report suspicious activity or to request a courtesy escort, contact:

Campus Police & Department of Public Safety

☎ 801-585-COPS (801-585-2677)

🌐 dps.utah.edu (<https://dps.utah.edu>)

📍 1735 E. S. Campus Dr.

Salt Lake City, UT 84112

WELLNESS AT THE U

Your personal health and wellness are essential to your success as a student. Personal concerns like stress, anxiety, relationship difficulties, depression, or cross-cultural differences can interfere with a student's ability to succeed and thrive in this course and at the University of Utah.

Please feel welcome to reach out to your instructor or TA to handle issues regarding your coursework.

For helpful resources to manage your personal wellness and counseling options, contact:

Center for Student Wellness

☎ 801-581-7776

🌐 wellness.utah.edu (<http://wellness.utah.edu>)

📍 2100 Eccles Student Life Center

1836 Student Life Way

Salt Lake City, UT 84112

Women's Resource Center

☎ 801-581-8030

🌐 womenscenter.utah.edu (<https://womenscenter.utah.edu>)



📍 411 Union Building
200 S. Central Campus Dr.
Salt Lake City, UT 84112

ADDRESSING SEXUAL MISCONDUCT

Title IX makes it clear that violence and harassment based on sex and gender (which includes sexual orientation and gender identity/expression) is a civil rights offense subject to the same kinds of accountability and the same kinds of support applied to offenses against other protected categories such as race, national origin, color, religion, age, status as a person with a disability, veteran's status, or genetic information.

If you or someone you know has been harassed or assaulted, you are encouraged to report it to university officials:

Title IX Coordinator & Office of Equal Opportunity and Affirmative Action

📞 801-581-8365

🌐 [oeo.utah.edu \(https://oeo.utah.edu/\)](https://oeo.utah.edu/)

📍 135 Park Building
201 Presidents' Cir.
Salt Lake City, UT 84112

Office of the Dean of Students

📞 801-581-7066

🌐 [deanofstudents.utah.edu \(https://deanofstudents.utah.edu/\)](https://deanofstudents.utah.edu/)

📍 270 Union Building
200 S. Central Campus Dr.
Salt Lake City, UT 84112

To file a police report, contact:

Campus Police & Department of Public Safety

📞 801-585-COPS (801-585-2677)

🌐 [dps.utah.edu \(https://dps.utah.edu/\)](https://dps.utah.edu/)

📍 1735 E. S. Campus Dr.
Salt Lake City, UT 84112

If you do not feel comfortable reporting to authorities, the U's Victim-Survivor Advocates provide **free**, **confidential**, and **trauma-informed** support services to **students, faculty, and staff** who have experienced interpersonal violence.

To **privately** explore options and resources available to you with an advocate, contact:



Center for Student Wellness

📞 801-581-7776

🌐 [wellness.utah.edu \(http://wellness.utah.edu/\)](http://wellness.utah.edu/)

📍 328 Student Services Building

201 S. 1460 E.

Salt Lake City, UT 84112

AMERICANS WITH DISABILITIES ACT (ADA)

The University of Utah seeks to provide equal access to its programs, services, and activities for people with disabilities.

All written information in this course can be made available in an alternative format with prior notification to the Center for Disability & Access (CDA). CDA will work with you and the instructor to make arrangements for accommodations. Prior notice is appreciated. To read the full accommodations policy for the University of Utah, please see Section Q of the [Instruction & Evaluation regulations \(http://regulations.utah.edu/academics/6-100.php\)](http://regulations.utah.edu/academics/6-100.php).

If you will need accommodations in this class, or for more information about what support they provide, contact:

Center for Disability & Access

📞 801-581-5020

🌐 [disability.utah.edu \(https://disability.utah.edu/\)](https://disability.utah.edu/)

📍 162 Union Building

200 S. Central Campus Dr.

Salt Lake City, UT 84112

DIVERSE STUDENT SUPPORT

Your success at the University of Utah is important to all of us here! If you feel like you need extra support in academics, overcoming personal difficulties, or finding community, the U is here for you.

Student Support Services (TRIO)

TRIO federal programs are targeted to serve and assist low-income individuals, first-generation college students, and individuals with disabilities.

Student Support Services (SSS) is a TRIO program for current or incoming undergraduate university students who are seeking their first bachelor's degree and need academic assistance and other services to be successful at the University of Utah.

For more information about what support they provide, a list of ongoing events, and links to other resources, view their website or contact:



Student Support Services (TRIO)

📞 801-581-7188

🌐 [trio.utah.edu \(https://trio.utah.edu/\)](https://trio.utah.edu/)

📍 Room 2075

1901 E. S. Campus Dr.

Salt Lake City, UT 84112

American Indian Students

The AIRC works to increase American Indian student visibility and success on campus by advocating for and providing student-centered programs and tools to enhance academic success, cultural events to promote personal well-being, and a supportive “home-away-from-home” space for students to grow and develop leadership skills.

For more information about what support they provide, a list of ongoing events, and links to other resources, view their website or contact:

American Indian Resource Center

📞 801-581-7019

🌐 [diversity.utah.edu/centers/airc \(https://diversity.utah.edu/centers/airc/\)](https://diversity.utah.edu/centers/airc/)

📍 Fort Douglas Building 622

1925 De Trobriand St.

Salt Lake City, UT 84113

Black Students

Using a pan-African lens, the Black Cultural Center seeks to counteract persistent campus-wide and global anti-blackness. The Black Cultural Center works to holistically enrich, educate, and advocate for students, faculty, and staff through Black-centered programming, culturally affirming educational initiatives, and retention strategies.

For more information about what support they provide, a list of ongoing events, and links to other resources, view their website or contact:

Black Cultural Center

📞 801-213-1441

🌐 [diversity.utah.edu/centers/bcc \(https://diversity.utah.edu/centers/bcc/\)](https://diversity.utah.edu/centers/bcc/)

📍 Fort Douglas Building 603

95 Fort Douglas Blvd.

Salt Lake City, UT 84113

Students with Children



Our mission is to support and coordinate information, program development, and services that enhance family resources as well as the availability, affordability, and quality of child care for University students, faculty, and staff.

For more information about what support they provide, a list of ongoing events, and links to other resources, view their website or contact:

Center for Childcare & Family Resources

☎ 801-585-5897

🌐 [childcare.utah.edu \(https://childcare.utah.edu/\)](https://childcare.utah.edu/)

📍 408 Union Building
200 S. Central Campus Dr.
Salt Lake City, UT 84112

Students With Disabilities

The Center for Disability and Access is dedicated to serving students with disabilities by providing the opportunity for success and equal access at the University of Utah. They also strive to create an inclusive, safe, and respectful environment.

For more information about what support they provide and links to other resources, view their website or contact:

Center for Disability and Access

☎ 801-581-5020

🌐 [disability.utah.edu \(https://disability.utah.edu/\)](https://disability.utah.edu/)

📍 162 Union Building
200 S. Central Campus Dr.
Salt Lake City, UT 84112

Students of Ethnic Descent

The Center for Ethnic Student Affairs offers several programs dedicated to the success of students with varied cultural and ethnic backgrounds. Its mission is to create an inclusive, safe campus community that values the experiences of all students.

For more information about what support they provide, a list of ongoing events, and links to other resources, view their website or contact:

Center for Ethnic Student Affairs

☎ 801-581-8151

🌐 [diversity.utah.edu/centers/cesa/ \(https://diversity.utah.edu/centers/cesa/\)](https://diversity.utah.edu/centers/cesa/)



📍 235 Union Building
200 S. Central Campus Dr.
Salt Lake City, UT 84112

English as a Second/Additional Language (ESL) Students

If you are an English language learner, there are several resources on campus available to help you develop your English writing and language skills. Feel free to contact:

Writing Center

☎ 801-587-9122

🌐 writingcenter.utah.edu [\(http://writingcenter.utah.edu/\)](http://writingcenter.utah.edu/)

📍 2701 Marriott Library
295 S 1500 E
Salt Lake City, UT 84112

English for Academic Success (EAS) Program

☎ 801-581-8047

🌐 linguistics.utah.edu [\(https://linguistics.utah.edu/\)](https://linguistics.utah.edu/)

📍 2300 LNCO
255 S. Central Campus Dr.
Salt Lake City, UT 84112

English Language Institute

☎ 801-581-4600

🌐 continue.utah.edu/eli [\(http://continue.utah.edu/eli\)](http://continue.utah.edu/eli/)

📍 540 Arapeen Dr.
Salt Lake City, UT 84108

Undocumented Students

Immigration is a complex phenomenon with broad impact—those who are directly affected by it and those who are indirectly affected by their relationships with family members, friends, and loved ones. If your immigration status presents obstacles that prevent you from engaging in specific activities or fulfilling specific course criteria, confidential arrangements may be requested from the Dream Center.

Arrangements with the Dream Center will not jeopardize your student status, your financial aid, or any other part of your residence. The Dream Center offers a wide range of resources to support undocumented students (with and without DACA) as well as students from mixed-status families.

For more information about what support they provide and links to other resources, view their website or contact:



Dream Center

📞 801-213-3697

🌐 dream.utah.edu (<http://dream.utah.edu>)

📍 200 S. CENTRAL CAMPUS DRIVE
UNION, ROOM 80
SALT LAKE CITY, UT 84112

LGBTQ+ Students

The LGBTQ+ Resource Center acts in accountability with the campus community by identifying the needs of people with a queer range of [a]gender and [a]sexual experiences and responding with university-wide services.

For more information about what support they provide, a list of ongoing events, and links to other resources, view their website or contact:

LGBTQ+ Resource Center

📞 801-587-7973

🌐 lgbt.utah.edu (<http://lgbt.utah.edu>)

📍 409 Union Building
200 S. Central Campus Dr.
Salt Lake City, UT 84112

Veterans & Military Students

The mission of the Veterans Support Center is to improve and enhance the individual and academic success of veterans, service members, and their family members who attend the university; to help them receive the benefits they earned, and to serve as a liaison between the student veteran community and the university.

For more information about what support they provide, a list of ongoing events, and links to other resources, view their website or contact:


Veterans Support Center

📞 801-587-7722

🌐 (<http://lgbt.utah.edu>) veteranscenter.utah.edu (<http://veteranscenter.utah.edu>)


📍 418 Union Building
200 S. Central Campus Dr.
Salt Lake City, UT 84112

Women


The Women's Resource Center (WRC) at the University of Utah serves as the central resource for educational and support services for women. Honoring the complexities of women's identities, the WRC facilitates choices and changes through programs, counseling, and training grounded in a commitment to advance social justice and equality. 

For more information about what support they provide, a list of ongoing events, and links to other resources, view their website or contact:

Women's Resource Center

 801-581-8030

 [womenscenter.utah.edu \(https://womenscenter.utah.edu/\)](https://womenscenter.utah.edu/)

 411 Union Building
200 S. Central Campus Dr.
Salt Lake City, UT 84112


Inclusivity at the U

The Office for Inclusive Excellence is here to engage, support, and advance an environment fostering the values of respect, diversity, equity, inclusivity, and academic excellence for students in our increasingly global campus community. They also handle reports of bias in the classroom as outlined below:


Bias or hate incidents consist of speech, conduct, or some other form of expression or action that is motivated wholly or in part by prejudice or bias whose impact discriminates, demeans, embarrasses, assigns stereotypes, harasses, or excludes individuals because of their race, color, ethnicity, national origin, language, sex, size, gender identity or expression, sexual orientation, disability, age, or religion.

For more information about what support they provide and links to other resources, or to report a bias incident, view their website or contact:

Office for Inclusive Excellence

 801-581-4600

 [inclusive-excellence.utah.edu \(https://inclusive-excellence.utah.edu/\)](https://inclusive-excellence.utah.edu/)
<http://continue.utah.edu/eli>

 200 S. CENTRAL CAMPUS DRIVE
UNION, ROOM 70
SALT LAKE CITY, UT 84112

Other Student Groups at the U

To learn more about some of the other resource groups available at the U, check out:

 [getinvolved.utah.edu/ \(https://getinvolved.utah.edu/\)](https://getinvolved.utah.edu/)

 <https://ssc.utah.edu/tools-for-success.php> (<https://ssc.utah.edu/tools-for-success.php>)

