



## **Nutrition Focused Physical Exam (NFPE) Hands-On Training Workshop**

### **Trainer Information and Application for Adult and Pediatric Populations**

#### **Information on the Workshop**

- The NFPE Hands-On Training is a one-day workshop for registered dietitian nutritionists (RDNs). The NFPE workshop provides RDN participants with 10 CEUs. The Academy NFPE trainers travel to a medical facility in various regions across the country to provide the NFPE Hands-On Training Workshop for RDNs. The NFPE Hands-On Training Workshop consists of 2- 4 trainers depending on the number of RDN registered participants to maintain a 1:6 trainer to RDN participant ratio. The minimum number of RDN participants per workshop is 12 and the maximum is 24.
- The workshop includes:
  - Pre-workshop – Participants review articles and materials
  - Workshop Day – Multiple resources are provided to each RDN participant: presentations; trainer demonstrations; interactive sessions for RDN participants to practice non-invasive NFPE skills on fellow RDNs and trainers; perform NFPE on patient rounds; NFPE Skills Assessment Evaluation
  - Post-workshop – Participants invited to monthly 30-minute phone call with Academy NFPE Trainer for ongoing support; electronic communication forum (Academy's portal) for workshop participants to send and view questions and/or share NFPE experiences, along with being provided other resources.
- Visit [www.eatrightpro.org/NFPE](http://www.eatrightpro.org/NFPE) for additional details on the NFPE workshop.

#### **As a trainer, the responsibilities include:**

- Participation in a 30-60 minute conference call with the other trainers prior to the workshop to review the workshop information/details
- Review the NFPE presentations and materials to familiarize yourself with the information
- Travel to location the night before the workshop, depending on distance
- NFPE Workshop Day is 7:30am-4:30pm (trainers arrive by 7:00am)
- Trainer roles
  - *Lead trainer(s)*
    - 1-2 per workshop
    - Presents workshop PowerPoint
    - Conducts hands-on demonstrations for RDNs
    - Conducts hands-on breakout sessions in small group (6 RDNs)
    - Conducts NFPE patient rounds in small group (6 RDNs)
    - Completes NFPE Skills Assessment for each RDN participant
    - Distributes and collects Pre-/Post- Workshop Assessment and NFPE Workshop Evaluation

- *Co-trainer(s)*
  - 1-2 per workshop
  - Conducts hands-on breakout sessions in small group (6 RDNs)
  - Conducts NFPE patient rounds in small group (6 RDNs)
  - Completes NFPE Skills Assessment for each RDN participant
  - Distributes and collects Pre-/Post- Workshop Assessment and NFPE Workshop Evaluation
- Most trainers will begin as co-trainers and may advance to the lead trainer role as needed and at the discretion of the Academy.
- Travel home after the workshop on the same day.

### **Criteria for being an NFPE Hands-On Training Workshop Trainer**

- Registered Dietitian (RD)/Registered Dietitian Nutritionist (RDN) with at least 2 years of clinical dietetics experience
- At least 2 years of experience performing NFPE in clinical setting
- Member of the Academy of Nutrition and Dietetics
- Available to travel to various workshop sites around the country during the calendar year (minimum of 2)
- Complete pre-workshop exercises and successfully pass the post-assessment
- Provide CV/Resume
- Provide list of references (minimum of 2) to confirm NFPE experience/expertise

### **Additional Trainer Details**

- Honorarium will be provided to the trainer, along with reimbursement for travel expenses, food, and lodging.
- Receive 1 complimentary copy of the NFPE Pocket Guide and NFPA: Making Clinical Connections text by Mary Litchford, PhD, RD, LD. Trainer will be responsible for bringing these to all assigned workshops, along with other provided materials.
- This is an Academy of Nutrition and Dietetics contract position. Trainers are offered workshop assignments based on a number of factors including scheduling needs. Being accepted as a trainer does not guarantee assignment to any workshop.
- Workshop dates and locations will vary. Trainers are not required to accept every workshop assignment that is offered; however, all trainers must deliver at least two (2) workshops per calendar year.

Questions can be emailed to [nfpe@eatright.org](mailto:nfpe@eatright.org)



## **NFPE Hands-On Training Workshop Trainer Application**

**(For Adult and/or Pediatric Trainer)**

**Name:** \_\_\_\_\_

**Degrees/Credentials:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_

**Primary Phone Number:** \_\_\_\_\_

**Academy Member:** Yes  No  **Academy/CDR Number:** \_\_\_\_\_

**Professional Organization Affiliations (i.e. Academy of Nutrition & Dietetics, DPGs, ASPEN, etc.):**

\_\_\_\_\_

**Employer Name:** \_\_\_\_\_

**Position/Title:** \_\_\_\_\_

**Employer Address:** \_\_\_\_\_

**City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip Code:** \_\_\_\_\_

**Home Address:** \_\_\_\_\_

**City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip Code:** \_\_\_\_\_

**Number of Years as RD/RDN:** \_\_\_\_\_

**Number of Years of Clinical Experience:** \_\_\_\_\_

**Please describe any teaching/mentoring experience (not specific to NFPE):**

**Please list or describe any NFPE Training in which you have received/participated (i.e. workshops attended, conference, classes, etc.):**

**Number of years of experience performing NFPE:** \_\_\_\_\_

**Please provide an example of a time when you performed NFPE on a patient. Be specific and include all parts of the NFPE that you completed or assessed, along with finding.**

**Please describe your NFPE teaching/mentoring experience (to staff, students, dietetic interns):**

**Please explain why you are interested in being a NFPE trainer:**

**Interested in being a NFPE Workshop Trainer for:**

**Adults**

**Pediatrics**

**Both Adults/Pediatrics**

**\*\*Please attach your CV or resume, along with a list of references and their contact information (minimum of 2).**

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Please email completed application form to [nfpe@eatright.org](mailto:nfpe@eatright.org)**