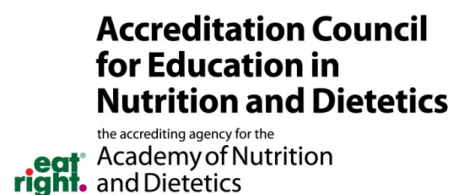

ACEND Virtual Town Hall Meeting
July 8, 2025 11:00 a.m. Central Time

Host: ACEND
Presenter: Darla O'Dwyer, PhD, RDN, LD

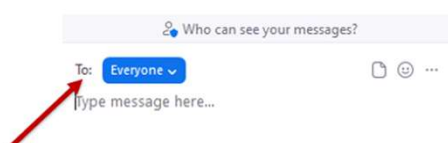


Webinar Recording Link:
<https://vimeo.com/1099782864>

ACEND Team, Presenters thanked all attendees (138 participants). The meeting ended at 12:01 PM CT.

Welcome!

- Lines have been muted.
- If you have questions or comments, use the chat feature and post to Everyone.
- To enable closed captioning, select **Show Captions** icon **CC** from the meeting controls toolbar.



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1

Using Chats During ACEND Town Hall



ACEND encourages attendees to use the chat feature to ask questions and express their opinions respectfully.





At any point, ACEND reserves the right to remove an attendee from the Town Hall for inappropriate or harassing comments.

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2

Accreditation Council
for Education in
Nutrition and Dietetics
the accrediting agency for the
Academy of Nutrition
and Dietetics



This webinar is being
recorded

The slides and recording
will be shared on the
ACEND Town Hall
webpage

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3

Accreditation Council
for Education in
Nutrition and Dietetics
the accrediting agency for the
Academy of Nutrition
and Dietetics

ACEND Announcements and Updates

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4

Upcoming Virtual Program Director Workshop

- Workshop Dates: November 12 – 13, 2025



ACEND Training and Volunteer Opportunities

- Program Directors
- Program Reviewers
- Preceptors and Mentors

[Learn About >](#)

Registration information posted on the ACEND website!

Workshops Covering the 2022 and Future Education Model Accreditation Standards

Dates and Time

- Wednesday, November 12, 2025 | 9 a.m. – 4 p.m. (Central time)
- Thursday, November 13, 2025 | 9 a.m. – 1 p.m. (Central time)

All meetings are virtual.

The Accreditation Council for Education in Nutrition and Dietetics will offer a virtual Accreditation Workshop. The workshop is designed to help dietetic education program directors and others interested in ACEND accreditation learn the latest accreditation standards and specific details on preparing for self-study reports and site visits. This workshop will focus on preparing a self-study report based on the 2022 and FEM standards. During the workshop, interactive sessions cover plans for how to conduct a self-study process and how to work with ACEND staff and reviewers. Individuals with a site visit scheduled in 2024 or 2027; individuals interested in applying to start a new ACEND accredited program; and newly appointed program directors are welcome and encouraged to attend.

Topics:

- Overview of ACEND accreditation
- Review of the 2022 and FEM Standards
- ACEND Accreditation Review Process
- Preparing Your Self-Study Report and On-site Evaluation

Registration Information:

- [Register](#)
- Cost: \$375 per attendee; \$250 for new directors of ACEND-accredited programs. Registration closes November 10.
- **Cancellations:** Cancellations must be submitted to acend@eatright.org in writing on or before November 5 will be refunded (minus a \$50.00 processing fee). Registrations are non-refundable after November 5.

More information about the next workshop will be posted soon. For information, email ACEND or call 800/877-1600 (ext. 5400).

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5

2022 Accreditation Standards Template Reminder



Accreditation Standards, Fees and Policies

- 2022 Standards and Templates
- Future Education Model Standards and Templates
- Doctoral Standards and Templates
- Policies and Procedures: Manual, Substantive Change Guidelines and Templates
- Decision Calendars
- Fee Schedule

[Learn About >](#)

Templates are found on the ACEND website!

[Home >](#) [ACEND >](#) [Accreditation Standards, Fees and Policies >](#) 2022 Standards and Templates

2022 Standards and Templates

The Accreditation Council for Education in Nutrition and Dietetics 2022 Accreditation Standards for Nutrition and Dietetics Coordinated Programs (CP), Didactic Programs (DP), Internship Programs (DI), Technician Programs (DT) and Foreign (FDE) Programs, resources and templates are provided below. International institutions seeking ACEND accreditation for programs leading to graduates' eligibility to take the Commission on Dietetic Registration's credentialing exam for dietitian nutritionists will follow the CP standards.

Students of ACEND-Accredited programs cannot achieve competencies without being trained in in-patient, acute-care settings such as hospitals, long-term care facilities, and renal dialysis centers.

New programs applying for candidacy must first submit an [eligibility application](#).

2022 Accreditation Standards Webinar and Trainings

- [Presentation Recording](#) (external link)
- [Presentation Slides](#) (.pdf)
- [Presentation Questions and Answers](#) (.pdf)
- [Standard 4-Student Learning Assessment Recording](#) (external link)

2022 ACEND Accreditation Standards

- [2022 Accreditation Standards for Nutrition and Dietetics Coordinated Programs \(CP\)](#) (.pdf)
- [2022 Accreditation Standards for Nutrition and Dietetics Internship Programs \(DI\)](#) (.pdf)
- [2022 Accreditation Standards for Nutrition and Dietetics Didactic Programs \(DP\)](#) (.pdf)
- [2022 Accreditation Standards for Nutrition and Dietetics Technician Programs \(DT\)](#) (.pdf)
- [2022 Accreditation Standards for Nutrition and Dietetics Education Programs \(FDE\)](#) (.pdf)

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6

Competency Training Resources Now on ACEND Portal

Accreditation Information
 Program Status: N/A
 Next Site Visit Year: 2027
 Current Term Ends On: 6/30/2028

Program Details
 Program ID: 15
 Program Director: Sean Murphy
 Credentials: PhD, RDN
 Email: acend@eatright.org
 Phone: 123-456-7890
 Free-Standing DI: Yes

Address
 120 S. Riverside Plaza
 Suite 2190
 Chicago, 60640

Actions
[Upload Reports to DocuWare](#)
[Manage Administrator Contacts](#)
[Download an Annual Report Submission Summary](#)
[View Enrollment Data](#)
[View Graduate Data](#)

Download Templates
[Download Substantive Program Change Cover Page](#)
[Download Interim and Progress Report Cover Page](#)

Competency Software
[Login to Competency Software](#)
[Access Competency Software Trainings and Resources](#)

**Accreditation Council
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**Academy of Nutrition
and Dietetics**

[Home](#) [ACEND](#) [Training and Resources](#) [Professional Development](#) [Logout](#)

Competency Software Training and Resources

On this page:

- User guides
- System Overview by Program Type
- Brief Instructional Videos
- Learning Management System Integration Resources and Documentation
- Competency Software Trainings for Students
- Competency Software Trainings for Preceptors/Faculty

For questions, please contact [ACEND](#).

User Guides

Program directors are assigned to their ACEND-accredited programs under a Program Director role. Within Competency, Program Directors can create, edit, and manage program schedules, users, and assessment data, as well as create reports for checklists, rubrics, and supervised hours.

For additional information on software features and use, please download the user guides below.

- [User Guide for Program Directors](#)
- [User Guide for DPO Program Directors](#)
- [User Guide for Graduate Program \(GP\) Directors](#)

User Guides
and Videos can
be downloaded!

7

**Accreditation Council
for Education in
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the accrediting agency for the
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and Dietetics**

Organizing DI Program in Competency: Practical Insights from First Year

Darla O'Dwyer, PhD, RDN, LD

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8

Organizing DI Program in Competency Practical Insights from First Year

Stephen F. Austin State University
MS/DI Nutrition and Integrative Health

Darla O'Dwyer, PhD, RDN, LD
Dietetic Internship Director

9

Program Structure Overview

- Cohort
 - DI Cohort 2023-2025
 - DI Cohort 2024-2026
- Course – NUTR 5431 Supervised Practice for Dietetic Interns
- Phase
 - Year 1 2023-2024, Year 2 2024-2025
 - Year 1 2024-2025, Year 2 2025-2026
- Block
 - Summer 2024
 - Fall 2024-Spring 2025
 - Summer 2025
 - Fall 2025-Spring 2026

10

+ • ○

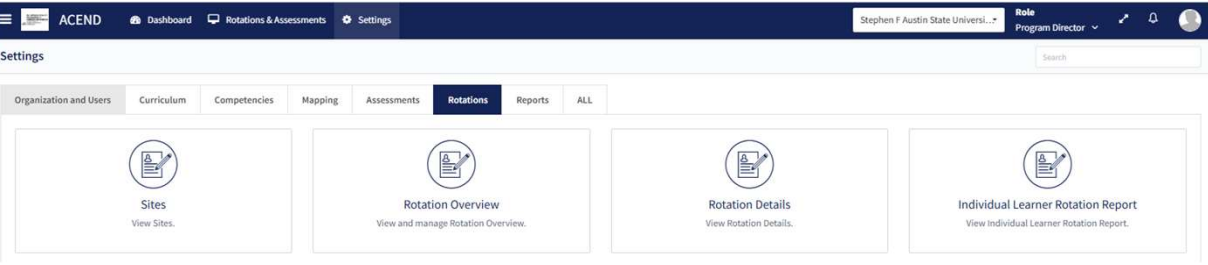
Populating Students, Preceptors, Sites

- Bulk Upload – easy since information is already in a spreadsheet
- Convert to the system's template
- Can also add individually

11

Rotations

- The software makes it easy to assign rotations
 - Rotation Overview
 - Rotation Details



12

Rotation Overview

- Allows you to create, view and manage rotations
- Needed to create Rotation Details
 - Includes full rotation information
 - Dates, preceptors, students, etc.
- Overview can be used repeatedly
- It is like a shell

Rotation Overview

← Back Download Create

<input type="checkbox"/>	Name	Specialty	Clerkship Director	Objective	Patient Encounter/Ch...	Status	Action
<input type="checkbox"/>	Alternate Hours	Stephen F Austin State University (DI)			Manage	Active	
<input type="checkbox"/>	Course	Stephen F Austin State University (DI)			Manage	Active	
<input type="checkbox"/>	Diabetes Outpatient	Stephen F Austin State University (DI)			Manage	Active	
<input type="checkbox"/>	Dialysis	Stephen F Austin State University (DI)			Manage	Active	
<input type="checkbox"/>	Elective	Stephen F Austin State University (DI)			Manage	Active	
<input type="checkbox"/>	Extension	Stephen F Austin State University (DI)			Manage	Active	
<input type="checkbox"/>	Hospital Clinical	Stephen F Austin State University (DI)			Manage	Active	
<input type="checkbox"/>	Hospital FSM	Stephen F Austin State University (DI)			Manage	Active	
<input type="checkbox"/>	School FSM	Stephen F Austin State University (DI)			Manage	Active	
<input type="checkbox"/>	WIC	Stephen F Austin State University (DI)			Manage	Active	

13

Rotation Details

Assign sites to a preceptor and to students

ACEND Dashboard Rotations & Assessments Settings

Stephen F Austin State Univers... Role Program Director

← Back to List

Create Rotation Details

General Info Learner Preceptor

Site* Christus TMF Hospitals and Clinics - Clinical Cohort* DI Cohort 2023-2025 Phase* Year 2 2024-2025

Block* Fall 2024-Spring 2025 Rotation Overview* Hospital Clinical Start Date* 08/01/2024

End Date* 05/02/2025 Submission Due Date Select Submission Due Date Status Pending

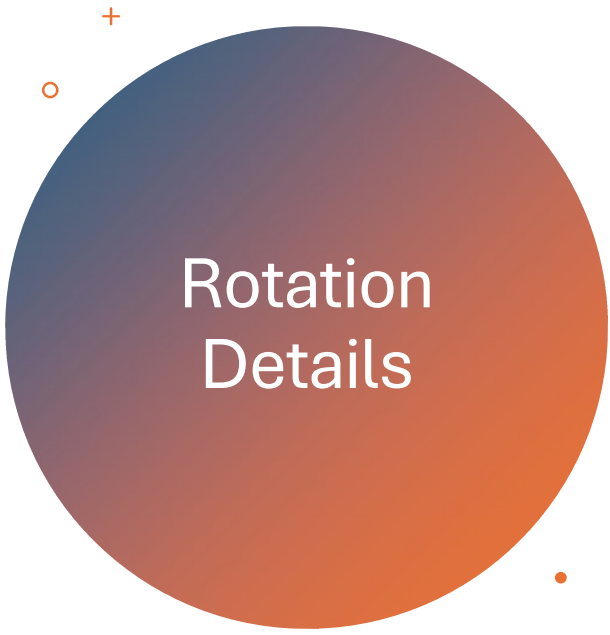
Enable Mid-Term Assessment Yes Mid-Term Assessment Due Date Select start date Final Assessment Due Date Select end date

Major Select Major On-Site/Virtual On-Site Number of Virtual Hours

Number of On-Site Hours

Cancel Save

14



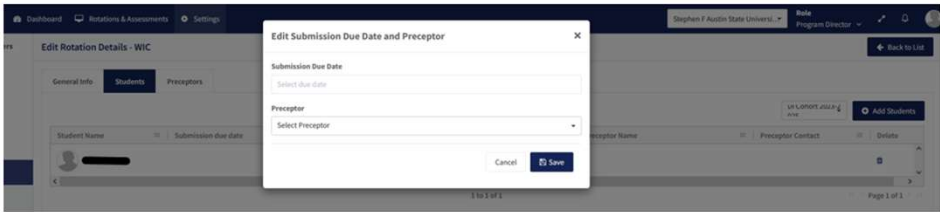
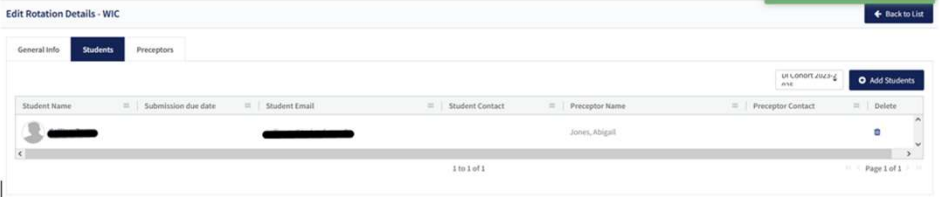
Rotation Details

- Troubleshooting
 - Issue: Site/Preceptor/Student not visible in dropdown menu when assigning
 - Solution: Ensure they are marked as active

15

Extra Step When Assigning Preceptor

- Issue: Have to add preceptor twice
 - For preceptor to appear in student profile and reports
 - Doesn't impact assignment

16

Individual Learner Rotation Report

- Allows me to see student placements and preceptor assignments in one report

Student A	#### Email	Kilgore ISD	No	Hammerbacher, Jenn	08/01/2024	05/02/2025
Student B	#### Email	Kilgore ISD	No	Hammerbacher, Jenn	08/01/2024	05/02/2025
Student C	#### Email	Lufkin ISD Student Nutrition Services	No		08/01/2024	05/02/2025
Student D	#### Email	Lufkin ISD Student Nutrition Services	No		08/01/2024	05/02/2025
Student E	#### Email	Lufkin ISD Student Nutrition Services	No		08/01/2024	05/02/2025
Student F	#### Email	Nacogdoches ISD	No	Stamper, Laurie	08/01/2024	05/02/2025
Student G	#### Email	Nacogdoches ISD	No	Stamper, Laurie	08/01/2024	05/02/2025

17

Assessment Rubrics Setup

- Create rubrics to assess competencies at each site
 - AgriLife Extension
 - DM Outpatient
 - Hospital and ISD FSM
 - Hospital Clinical
 - WIC
- Student evaluation rubric (dispositions) same for every site
- Scoring (include numeric)
 - Excellent = 100
 - Satisfactory = 80
 - Unsatisfactory = 0

18

Assessment Rubric Example

Rubric - Diabetes Outpatient Competency Assessment					← Back	Save
Criteria		Performance Standards				Action
		Excellent <input type="checkbox"/> N/A 100	Satisfactory <input type="checkbox"/> N/A 80	Unsatisfactory <input type="checkbox"/> N/A 0	Not Applicable <input checked="" type="checkbox"/> N/A	
1	Counseling techniques	Applied change management strategies to achieve desired outcomes, demonstrated negotiation skills, and used behavior change techniques frequently with minimal direction from the preceptor. Continuous improvement was seen. Demonstrated skills above an entry level for dietitians.	Applied change management strategies to achieve desired outcomes, demonstrated negotiation skills, and used behavior change techniques frequently with minimal direction from the preceptor. Continuous improvement was seen. Demonstrated skills at an entry level for dietitians.	Was unable to apply change management strategies to achieve desired outcomes, demonstrate negotiation skills or use behavior change techniques at most encounters. Continuous improvement did not occur. The skills of an entry-level dietitian were not attained while at this site.	Competency criteria were not available at this site.	
Competency						
CRDN 2.7 X						
CRDN 2.8 X						
CRDN 3.10 X						
2	Health screening and routine pharmacotherapy interventions performance	Routine health screening assessments including measuring blood pressure, conducting waived point-of-care laboratory testing (such as blood glucose or cholesterol), recommending and/or initiating nutrition-related pharmacotherapy plans (such as modifications to bowel regimens,	Routine health screening assessments including measuring blood pressure, conducting waived point-of-care laboratory testing (such as blood glucose or cholesterol), recommending and/or initiating nutrition-related pharmacotherapy plans (such as modifications to bowel regimens,	Routine health screening assessments including measuring blood pressure, conducting waived point-of-care laboratory testing (such as blood glucose or cholesterol), recommending and/or initiating nutrition-related pharmacotherapy plans (such as modifications to bowel regimens,	Competency criteria were not available or completed at this site.	
Competency						
CRDN 3.3 X						
3	Provide instruction to clients/patients for self-monitoring blood glucose considering diabetes medication and medical nutrition therapy plan.	Provided instruction to clients/patients for self-monitoring blood glucose considering diabetes medication and medical nutrition therapy plan. The student was knowledgeable, confident, and prepared. Demonstrated skills above an entry-level for dietitians.	Provided instruction to clients/patients for self-monitoring blood glucose considering diabetes medication and medical nutrition therapy plan. The student was somewhat knowledgeable, confident, and prepared. Demonstrated skills at an entry-level for dietitians.	Unable to provide instruction to clients/patients for self-monitoring blood glucose considering diabetes medication and medical nutrition therapy plan due to lack of knowledge, confidence, or preparation. Performed less than an entry-level dietitian's skill.	Competency criteria were not available or completed at this site.	
Competency						
CRDN 3.4 X						

19

Rubric Best Practices

- Naming: Add site name to rubric for clarity

Assessments

Hospital Clinical Rubric Assessment Memorial x +6 ▲

☐ Select All

Search

- ☐ Extension Competency Assessment
- ☐ Outpatient DM Competency Assessment
- ☒ DM Outpatient Competency Assessment
- ☐ ISD FSM Competency Rubric
- ☐ DM Outpatient Competency Assessment Wisenbaker



20

Running Reports

Run a report for all rubrics - sub competency

Rubric Assessments Report ← Back Download

Cohort DI Cohort 2023-2025	Phase Year 2 2024-2025	Block Fall 2024-Spring 2025 (08/01/2024 - 05/02/2025)	Course NUTR 5431
Rubric All	Assessments Extension Competency Assessment x +60	Sub-Competency Select Sub-Competency	Conditions or Disease States Select
Populations & Diverse Cultures Select	Learner All	Faculty All	

☐ Include Narratives
☐ Show raw score

Show Report By
☐ Criteria
☒ Sub-Competency / Conditions or Disease States / Populations & Diverse Cultures

Download Assessment comparison report by:
☒ By Sub-Competency
☐ By Conditions or Disease States
☐ By Populations & Diverse Cultures

Apply Save

21

Rubric Assessment Report

Assessment Name	Criteria / Question	Sub-Competency Mapping	Student A	Student B	Student C
Chartwell's FSM	Tray audit	CRDN 1.1, CRDN 4.10, CRDN 4.3	-1	-1	-1
	Plate waste study	CRDN 1.4, CRDN 4.6	100	100	100
	Active participation in meetings/rounds	CRDN 2.3, CRDN 2.4, CRDN 5.6	100	100	100
	Contribute to Community Organization	CRDN 2.9	100	-1	100
	Participation in ordering, receiving, dist	CRDN 3.13	100	100	100
	Recipe development and evaluation for	CRDN 3.14	100	100	100
	Participated in the maintenance of emj	CRDN 4.1	100	-1	100
	Conducted a temperature control audit	CRDN 4.2	100	100	100
	Menu evaluation	CRDN 4.5	100	100	100
	Average		88.78	66.33	88.78
	Faculty		Jessup, Marie	Jessup, Marie	Jessup, Marie
Assessment Name	Criteria / Question	Sub-Competency Mapping	Student D	Student E	
Competency Assessment Kilgore ISD	Tray audit	CRDN 1.1, CRDN 4.10, CRDN 4.3	-1	-1	
	Plate waste study	CRDN 1.4, CRDN 4.6	-1	-1	
	Active participation in meetings/rounds	CRDN 2.3, CRDN 2.4, CRDN 5.6	-1	80	
	Contribute to Community Organization	CRDN 2.9	80	80	
	Participation in ordering, receiving, dist	CRDN 3.13	80	-1	
	Recipe development and evaluation for	CRDN 3.14	100	-1	
	Participated in the maintenance of emj	CRDN 4.1	-1	-1	
	Conducted a temperature control audit	CRDN 4.2	80	80	
	Menu evaluation	CRDN 4.5	-1	80	
	Average		37.22	35	
	Faculty		Hammerbacher, Jennie	Hammerbacher, Jennie	

22

Run a Report by Site Rubric

Rubric Assessments Report Back Download

Filters

Saved Filters
Select

Cohort
DI Cohort 2023-2025

Phase
Year 2 2024-2025

Block
Fall 2024-Spring 2025 (08/01/2024 - 05/02/2025)

Course
NUTR 5431

Rubric
Diabetes Outpatient Competency Assessment

Assessments
Outpatient DM Competency Assessment x +4

Sub-Competency
Select Sub-Competency

Conditions or Disease States
Select

Populations & Diverse Cultures
Select

☐ Include Narratives
☐ Show raw score

Faculty
All

Download Assessment comparison report by,
☒ By Sub-Competency
☐ By Conditions or Disease States
☐ By Populations & Diverse Cultures

Apply Save

Chartwell's FSM

Assessments
☒ UnSelect All
☒ Outpatient DM Competency Assessment
☒ DM Outpatient Competency Assessment
☒ DM Outpatient Competency Assessment Wisenbaker
☒ DM Outpatient Competency Assessment UT North Campus
☒ Diabetes Outpt Comp Assessment

23

Running Reports

Assessment Name	Criteria / Question	Sub-Competency Mapping	Student A
Diabetes Outpt Comp Assessment	Counseling techniques	CRDN 2.7,CRDN 2.8,CRDN 3.10	100
	Health screening and routine pharmac	CRDN 3.3	100
	Provide instruction to clients/patients	CRDN 3.4	100
	Effective communication and documenta	CRDN 3.7	80
	Recipe development and evaluation for	CRDN 3.14	-1
	Coding and Billing	CRDN 4.9	100
	Average		83.17
	Faculty / Evaluator		Tucker, Marie
Assessment Name	Criteria / Question	Sub-Competency Mapping	Student B
DM Outpatient Competency Assessment	Counseling techniques	CRDN 2.7,CRDN 2.8,CRDN 3.10	100
	Health screening and routine pharmac	CRDN 3.3	100
	Provide instruction to clients/patients	CRDN 3.4	100
	Effective communication and documenta	CRDN 3.7	100
	Recipe development and evaluation for	CRDN 3.14	100
	Coding and Billing	CRDN 4.9	80
	Average		96.67
	Faculty / Evaluator		Hall, Audrey

24

Process to Ensure All Competencies are Met

Core Competency Statement	Course or supervised practice rotation in which the competency is assessed	Specific, required assessment method(s) (exam, rubric, project, etc.) used to measure student/intern achievement of competency	Completed Competencies Indicate the rotations where you completed the competency. Ex. ISD FSM, Hospital Clinical, etc.
CRDN 3.3 Perform routine health screening assessments including measuring blood pressure, conducting waived point-of-care laboratory testing (such as blood glucose or cholesterol), recommending and/or initiating nutrition-related pharmacotherapy plans (such as modifications to bowel regimens, carbohydrate to insulin ratio, B ₁₂ or iron supplementation).	NUTR 5431 Supervised Practice for Dietetic Interns – hospital clinical or DM outpatient Or NUTR 5431	Preceptor evaluation of health screening and routine pharmacotherapy interventions performance. Nursing simulation lab experience evaluated by DI Director	DM Outpatient Confirmed 5/14/2025
CRDN 3.4 Provide instruction to clients/patients for self-monitoring blood glucose considering diabetes medication and medical nutrition therapy plan.	NUTR 5431 Supervised Practice for Dietetic Interns – DM outpatient	Preceptor evaluation of MNT interventions	DM Outpatient Confirmed 5/14/2025
CRDN 3.5 Explain the steps involved and observe the placement of nasogastric or nasointestinal feeding tubes; if available, assist in the process of placing nasogastric or nasointestinal feeding tubes.	NUTR 5431 Supervised Practice for Dietetic Interns – hospital clinical	Preceptor evaluation of explanation and observation of tube feeding placement	Nursing Simulation
CRDN 3.6 Conduct a swallow screen and refer to the appropriate health care professional for full swallow evaluation when needed.	NUTR 5431 Supervised Practice for Dietetic Interns – hospital clinical	Preceptor evaluation of swallow screen and referral for full swallow evaluation Upload Completed Document to Competency Folder in OneDrive-Swallow Screen Semester Year Initials	Hospital Clinical Confirmed 5/14/2025
CRDN 3.7 Demonstrate effective communication and documentation skills for clinical and client services in a variety of formats and settings, which include telehealth and other information technologies and digital media.	NUTR 5431 Supervised Practice for Dietetic Interns – DM Outpatient, WIC clinic, Extension, private practice course module	Preceptor evaluation of effective communication and documentation skills, including telehealth OR DI Director evaluation of course module case study for telehealth	WIC clinic, AgriLife Extension, DM OutPt. Confirmed 5/13/2025
CRDN 3.8 Design, implement and evaluate presentations to a target audience.	NUTR 5431 Supervised Practice for Dietetic Interns	Rubric assessed by DI Director to evaluate a blog that may be published on the MS/DI web page	NUTR 5431

- Cross-referenced student report with site rubric reports

25

Reports by Criteria

Rubric Assessments Report

[Back](#)
[Download](#)

Filters

Saved Filters

Select

Cohort

DI Cohort 2023-2025

Phase

Year 2 2024-2025

Block

Fall 2024-Spring 2025 (08/01/2024 - 05/02/2025)

Course

NUTR 5431

Rubric

All

Assessments

Extension Competency Assessment x +60

Sub-Competency

CRDN 1.1 x +32

Conditions or Disease States

Select

Populations & Diverse Cultures

Select

Learner

All

Faculty

All

☐ Include Narratives
 ☒ Show raw score

Show Report By

☒ Criteria
 ☐ Sub-Competency / Conditions or Disease States / Populations & Diverse Cultures

[Apply](#)
[Save](#)

26

Reports by Criteria



Did not find helpful



Will list the criteria

Tray audit

Plate waste study

Temperature control audit



Have to go back to the competency assignment to determine CRDN's

27

Hours Tracking

System is user friendly

- Preceptors could easily find it and approve time logs
- Student entered time in a drop-down menu-up to 12 hours

Issues

- Student cannot edit time log after submission to preceptor
- Preceptor must reject for resubmission

28

Example Hours Tracking Report

Student A	10/31/2024	7:30	On-Site	UT Health Claire Teft	Screened med-surg unit to check for patients in need of nutritio
Student A	11/1/2024	8:00	On-Site	UT Health Claire Teft	Screened 5 units to check for patients in need of nutrition asses
SubTotal		344:30:00			
Student A	11/5/2024	8:30	On-Site	Texas A&N Erica Davi	Prepared fruit salad for Walk and Learn. Assisted with set-up/cl
Student A	11/6/2024	8:00	On-Site	Texas A&N Erica Davi	Typed up list of weekly supplies needed for Learn Grow Eat Go p
Student A	11/7/2024	7:30	On-Site	Texas A&N Erica Davi	Cut 3; 75-foot long rolls of paper into newspaper-size strips for
Student A	11/8/2024	8:00	On-Site	Texas A&N Erica Davi	Assisted Erica with entering pre-surveys for food waste program
Student A	11/12/2024	8:00	On-Site	Texas A&N Erica Davi	Cut 5; 75-foot long rolls of paper into newspaper-size strips for
Student A	11/13/2024	8:00	On-Site	Texas A&N Erica Davi	Laminated papers for bulletin board. Assisted Amy in setting up
Student A	11/14/2024	8:00	On-Site	Texas A&N Erica Davi	Created participant folders for Amy's class (Cooking Well with F
Student A	11/15/2024	8:00	On-Site	Texas A&N Erica Davi	Entered participant information and pre-test results for Learn G
SubTotal		64:00:00			
Student A	11/19/2024	8:00	On-Site	UT Health Allison Ad	Served food in breakfast and lunch tray lines. Assisted Holly in
Student A	11/20/2024	8:00	On-Site	UT Health Allison Ad	Attended inter-disciplinary meeting for unit managers with Seth
Student A	11/21/2024	8:00	On-Site	UT Health Allison Ad	Attended foodservice manager meeting. Created new safety bin

29

Preceptor Common Issues

Forgot to submit rubric after saving

- Student can't see it

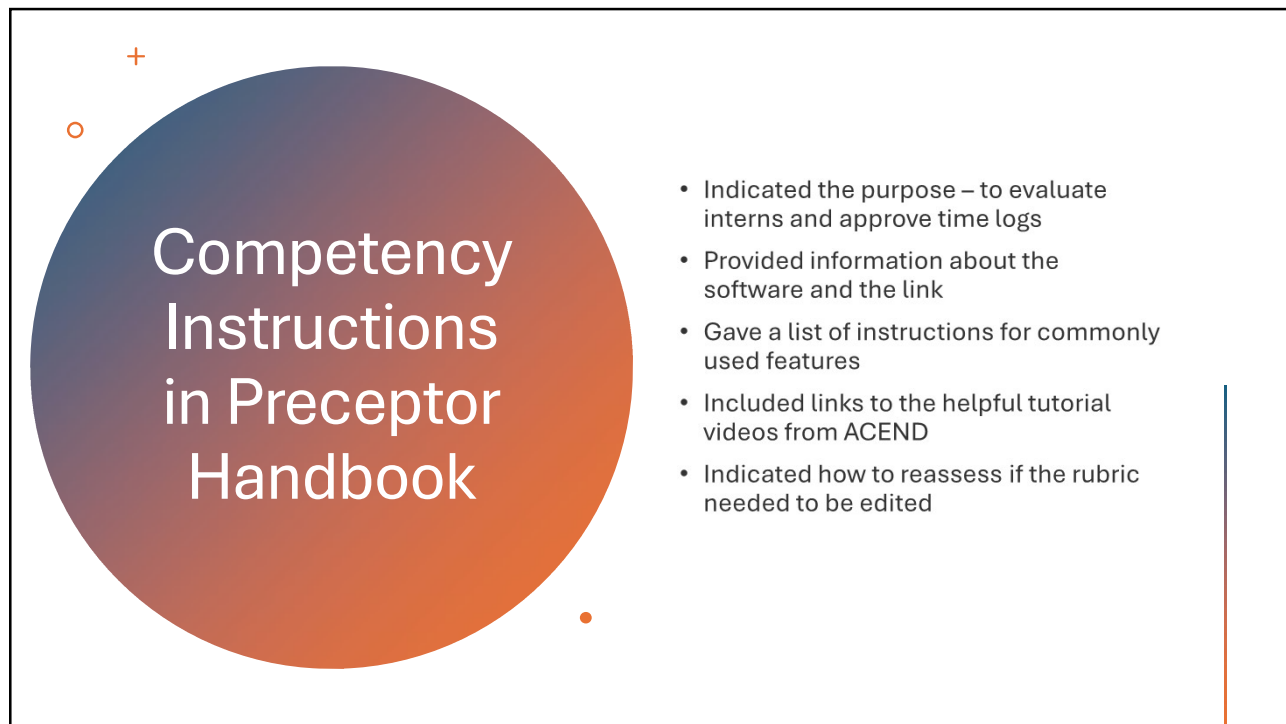
Mistakenly scored the wrong student

- Very common issue due to default view
- Must go through a series of steps to reassess

Reassessment of learner

- All assessments and comments are deleted

30

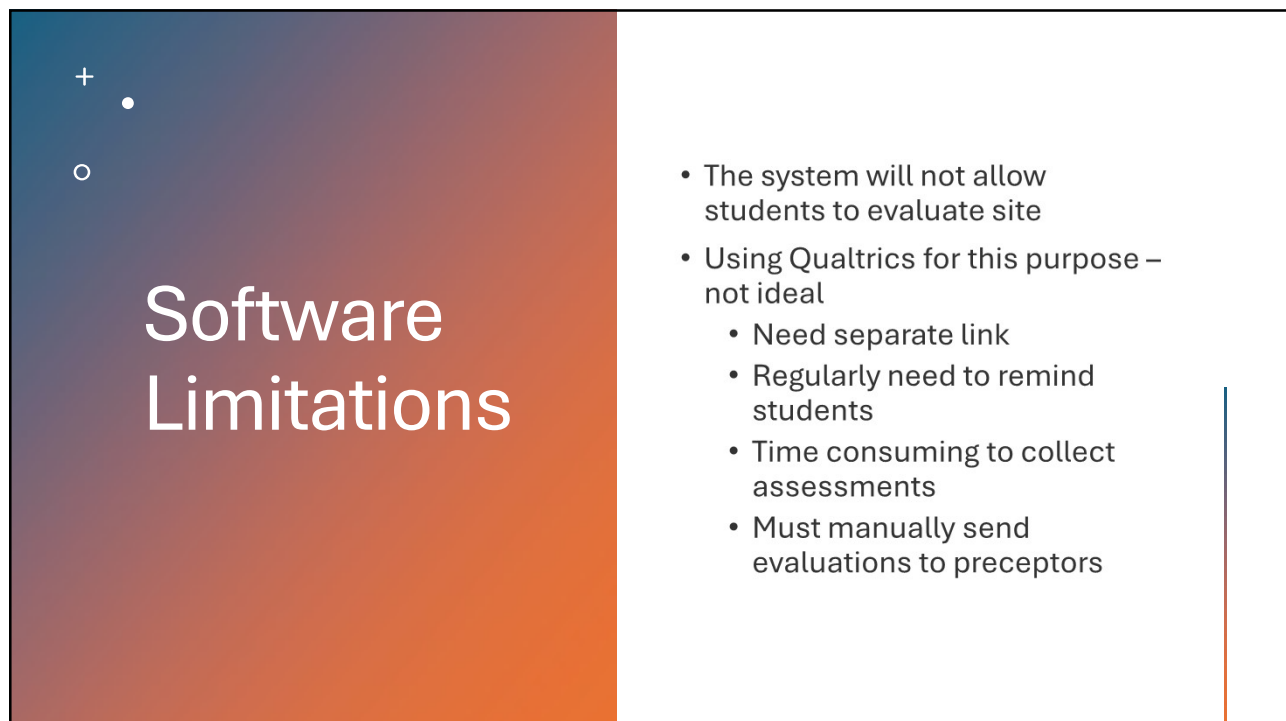


The slide features a large circular graphic with a blue-to-orange gradient. Inside the circle, the text "Competency Instructions in Preceptor Handbook" is written in white. To the left of the circle, there are three small orange icons: a plus sign, an open circle, and a solid dot. To the right of the circle, there is a bulleted list of five items. A vertical line with a blue-to-orange gradient runs down the right side of the slide.

Competency Instructions in Preceptor Handbook

- Indicated the purpose – to evaluate interns and approve time logs
- Provided information about the software and the link
- Gave a list of instructions for commonly used features
- Included links to the helpful tutorial videos from ACEND
- Indicated how to reassess if the rubric needed to be edited

31

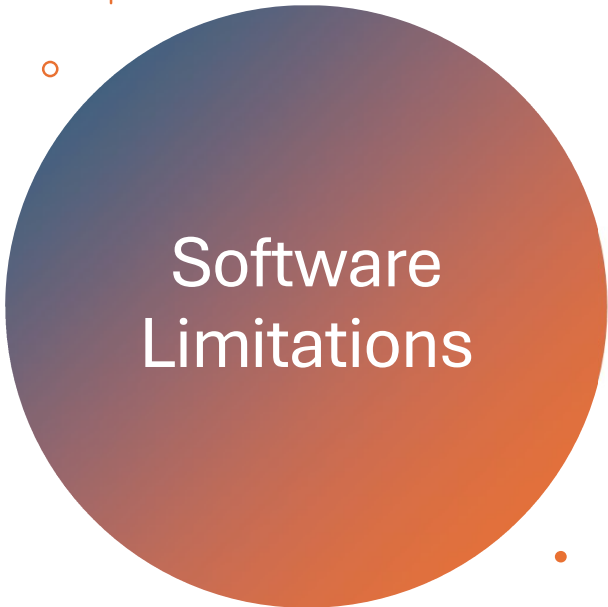


The slide features a large rectangular graphic with a blue-to-orange gradient. Inside the graphic, the text "Software Limitations" is written in white. To the left of the graphic, there are three small white icons: a plus sign, a solid dot, and an open circle. To the right of the graphic, there is a bulleted list of five items. A vertical line with a blue-to-orange gradient runs down the right side of the slide.

Software Limitations

- The system will not allow students to evaluate site
- Using Qualtrics for this purpose – not ideal
 - Need separate link
 - Regularly need to remind students
 - Time consuming to collect assessments
 - Must manually send evaluations to preceptors

32



Software Limitations

- Cannot Upload Work Samples
 - Using Microsoft Office 365 OneDrive
 - Each student gets their own OneDrive folder
 - Students add work samples associated with competencies
- Does not have a print/export feature for the rubrics
- Dashboard wasn't helpful
- Remediation process is clunky
 - Erases initial assessment

33

Overall, Happy with the Software

EMS was very receptive and helpful

- Responsive to emails
- Form on the ACEND website to submit feedback
- Made multiple improvements since its introduction

Will continue to use the software

34

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Student and Preceptor Feedback

- Students and preceptors were asked to rate their experience
- 5-point scale, very easy to use to very difficult to use
- Students
 - 67% (4/6) rated the software as easy to use and very easy to use
 - 33% (2/6) rated the software as neutral
- Preceptors
 - 71% (15/21) rated the software as easy to use and very easy to use
 - 19% (4/21) rated the software as neutral
 - 10% (2/21) rated it as difficult to use

35

Conclusion



The DI program at Stephen F. Austin State University has found the Competency software to be very useful



CRDN assessment and Time Log Tracking is streamlined for both preceptors and students



For report generation, rubrics need numeric scoring metrics (e.g., Excellent = 100, Satisfactory = 80, Unsatisfactory = 0)



Software limitations hinder full functionality (students cannot evaluate sites) but other tools are available (Qualtrics)



Reports can be generated in multiple ways, aiding in competency and time log tracking



Overall, the majority of students (67%) and preceptors (71%) found the software easy to use

36