Intern Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*Instructions: As a distance dietetic internship, we require interns to secure their own supervised practice rotations with qualified Registered Dietitians using sites and preceptors of your choice. Fill in the spreadsheet according to the dates you have secured with the preceptor/facility. You may have one or more than one site for your rotation sites and can also split weeks if that works best for you and your preceptor. You must have a minimum of 32 hours a week but can schedule up to 40 hours a week, depending on your workload. Business and Entrepreneurship rotation must be finalized and approved by the program 8 weeks prior to your intended start date.   
For the Week Of column, start with the week of Orientation (dates found on KADDI website) then fill in the dates for the following weeks.* ***Please keep assigned colors for rotations the same as the examples provided.***

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Week | Week of: | Hours | Facility Site Name (Remove the rotation type and add Facility Name) | Preceptor’s Name | Preceptor Phone Number | Preceptor e-mail | Comments |
| 1 |  |  | Pre-Orientation | KADDI Clinical Instructor | 918-574-8598 | [KADDI@consultingdietitians.com](mailto:KADDI@consultingdietitians.com) |  |
| 2 |  |  | Pre-Orientation | KADDI Clinical Instructor | 918-574-8598 | [KADDI@consultingdietitians.com](mailto:KADDI@consultingdietitians.com) |  |
| 3 |  |  | Pre-Orientation | KADDI Clinical Instructor | 918-574-8598 | [KADDI@consultingdietitians.com](mailto:KADDI@consultingdietitians.com) |  |
| 4 |  |  | Pre-Orientation | KADDI Clinical Instructor | 918-574-8598 | [KADDI@consultingdietitians.com](mailto:KADDI@consultingdietitians.com) |  |
| 5 |  | 76 hrs total | Pre-Orientation | KADDI Clinical Instructor | 918-574-8598 | [KADDI@consultingdietitians.com](mailto:KADDI@consultingdietitians.com) |  |
| 6 |  | 20 | *Livin’ On Tulsa Time* Orientation | KADDI Program Director | 918-574-8598 | [KADDI@consultingdietitians.com](mailto:KADDI@consultingdietitians.com) |  |
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| Rotation | Target Hours | My Hours |
| Pre-Orientation | 76 |  |
| Orientation | 20 |  |
| Clinical | 392 |  |
| Foodservice | 224 |  |
| Community | 128 |  |
| B&E | 160 |  |
| PAL |  |  |
| Total Time | 1000 |  |