
DIETETIC INTERNSHIP PROGRAM

Evaluation of Preceptor

Effective Date: 7/89

Date Revised or Reviewed: 8/20

POLICY

The preceptor or Site Liaison will receive a copy of each intern's evaluation of the preceptors and site rotations at the completion of the internship year.

PURPOSE

- To inform the site/preceptor of intern evaluations of preceptors and site rotations

PROCEDURE

1. The evaluation survey link, used by the intern to evaluate the rotation site(s) and the preceptors, will be provided to the intern in the CBE Portal.
2. The intern will use the following process to complete the evaluation:
 - Rotation evaluations will be completed at assigned dates during the internship.
 - Intern will click on the Learning Plan in the Portal for Rotation Evaluation.
 - The intern will complete all feedback questions contained in the survey regarding the rotation and preceptor.
3. Results of the intern evaluations of preceptors will be submitted and retained in Google Forms to assure intern confidentiality during all phases of the program.
4. The Regional Internship Director will verbally provide feedback to the site and/or preceptors as the Director deems necessary throughout the Program year.
5. Annually, the Regional Internship Director will complete a summation of written and verbal feedback received from interns for each preceptor.
6. The Regional Internship Director will send the summation to the site liaison or preceptor after the intern completes the internship program. The Site Liaison shares the intern feedback with each preceptor.