



The Florida Department of Health in Pasco County Dietetic Internship

Spring 2023 Dietetic Internship Match – Admission and Application Information

Second Round Selection

The Florida Department of Health in Pasco County Dietetic Internship will be participating in the second round of the 2023 Spring Dietetic Internship Match for our Class of 2024 cohort.

We are looking to fill six seats in the following regions:

- Duval: 1 seat available
- Escambia: 1 seat available
- Miami: 1 seat available
- Palm Beach: 2 seats available
- Pasco: 1 seat available

Admission Requirements for WIC Track:

- Degree requirement (must meet one of the below):
 1. Master's degree or higher from a US accredited institution* or
 2. Bachelor's degree from a U.S. accredited institution* **and** intent to complete the UNF MS in Nutrition and Dietetics (the "UNF MS Degree Information Sheet" can be found on the homepage under important documents).

*For candidates with degrees from foreign institutions, transcripts must be evaluated by one of the Commission on Dietetic Registration's (CDR) approved foreign degree evaluation agencies to determine degree equivalence. The internship director will review the Foreign Degree Evaluation to determine whether it is acceptable to meet the admission requirements of the internship. This link provides a list of Foreign Degree Evaluation Agencies: <https://www.eatrightpro.org/acend/students-and-advancing-education/international-students/foreign-degree-evaluation-agencies>

- Evidence of a GPA of 3.0 or greater in undergraduate degree, DPD coursework, or graduate degree is preferred. However, leadership, work, and volunteer experience could bolster a candidate with a GPA less than 3.0 if the candidate provides evidence of that experience and how it relates to their ability to succeed in the internship.
- Official Verification Statement of Completion or “Declaration of Intent to Complete” form from a U.S. accredited Didactic Program in Dietetics (DPD) or ACEND accredited Foreign



Dietitian Education program (FDE). If completion date is prior to 2018, the candidate will need to show recency of education.

Recency of Education

Candidates with a DPD verification statement of completion date in a calendar year greater than five years from the year in which the internship starts must show evidence of recent coursework in dietetics. A candidate that is beyond the five-year cut off time but within 10 years must complete three (3) credit hours of DPD coursework with a grade of B or better within the past two years prior to the application deadline. A graduate or advanced level medical nutrition therapy or clinical nutrition course is highly recommended.

Candidates with a DPD verification statement of completion date in a calendar year greater than 10 years from the year in which the internship starts must show evidence of recent coursework in dietetics. A candidate that is beyond the 10-year cut off time must complete six (6) credit hours of DPD coursework within the past two years prior to the application deadline. A graduate or advanced level medical nutrition therapy or clinical nutrition Course is highly recommended in addition to another advanced level DPD nutrition course.

For the class of 2024, recency of education classes must have been completed since 2020.

The recency of education requirements can be waived in the following situations:

- Candidate completed a graduate degree program related to nutrition and/or dietetics within three (3) years of the year in which the internship starts.
- Candidate has passed the exam for dietetic licensure in Florida within five (5) years of when the intern is expected to graduate (June/July of the graduating year).

For the class of 2024, waiver requirements must have been completed since 2020 (graduate degree) or June/July of 2019 (RD exam).

Licensed Dietitians:

Dietitians licensed in Florida (LD) can apply for the WIC Track of the internship and can submit a portfolio of their prior work to earn credit towards supervised practice hours, didactic hours, and competency attainment. Portfolios will be requested after acceptance into the internship. For more information on opportunities for Licensed Dietitians, see "Internship Track Descriptions" under Important Documents in the home page. The internship is no longer offering the Prior Assessed Learning (PAL) Track to licensed dietitians.



Prior to Application Considerations:

We want all our Match candidates to know before they apply that:

- The FDOH in Pasco County Dietetic Internship is a graduate level internship. If candidates do not already have a master's degree, they **must apply for and graduate from** the "Nutrition & Dietetics online MS" program through the University of North Florida which will be completed concurrently with the internship. **Dietetic Internship Verification Statements of Completion will not be awarded to interns without a graduate degree.**
- As payback for the internship, graduates that came to the program through the Match are expected to complete a work service obligation of 5200 hours in a Florida WIC Agency after the internship.
- Interns entering the internship through the Match that are not WIC employees will need to complete the training required of a Florida Department of Health WIC Nutrition Educator prior to the start of the internship. This training is mostly online but will require at least a week's worth of in person training prior to the start of the internship.
- Although interns are assigned to a regional location, they will be required to travel to Pasco County for clinical didactic week and the literature review and to Tallahassee for public policy week at the intern's expense.
- Although the Florida Department of Health does not mandate the flu or COVID-19 vaccination as a condition of employment, interns will need these vaccinations prior to placement in clinical and foodservice rotations. Additional vaccinations expected of our supervised practice sites include hepatitis B, varicella, MMR, Tdap, PPD. Please contact the director if you have questions related to vaccination.

Application Requirements for the WIC Track

Candidates who apply after the pre-selection period must:

- **Register for an account** with the Dietetic Internship Centralized Application Services (DICAS) 3.0 Platform and select the Florida Department of Health in Pasco County Dietetic Internship to send us your application. **The application window for the second round will open on April 5, 2023, and close on April 12, 2023.** The DICAS application fee for the first designation is \$50 and \$25 for each additional designation. Access the application portal at: <https://dicas.liaisoncas.com/applicant-ux/#/login>



Interns needing to apply for the graduate program at UNF have a deadline of April 15th which is why we have limited time to accept second round applicants. If you already have a graduate degree, we will extend the application deadline until May 5th, but you must contact the director to open the DICAS portal for your application if after April 15th. Her contact information is below.

- **Include the following** in their letter of intent (personal statement):
 - Candidate's reason for entering dietetics
 - Candidate's interest in public health
 - Candidate's attributes that make them a good fit for the program
 - Candidate's short-term and long-term goals in dietetics
 - Candidate's expectations of the internship

The letter of intent is a great opportunity to address potential holes in an application like less than favorable grades or lack of volunteer experience. Having these addressed helps application reviewers get a more wholistic picture of each candidate.

Selection criteria is based on a review of the DICAS application and supporting documents with consideration of work experience, leadership and initiative, academic record, letter of intent (personal statement), and references in addition to impressions made during a virtual interview in which the candidate will be assessed on motivation, communication, teamwork, decision making, dependability, integrity, and achievement.

The internship director, Amanda Maucere, will call or email you to schedule your interview. Her number is 727-619-0323 and email is amanda.maucere@flhealth.gov

Application fee: If selected for the internship, candidates who entered through the dietetic internship match (including the second round) will be asked to submit a non-refundable application fee in the amount of \$50 which is separate from the fees collected by DICAS. Candidates do not need to pay this application fee to have their applications reviewed.