

Updated Recommendations and Rationale for the Second Round Match by the NDEP Computer Match Committee

Updates to the recommendations – Made in August 2016 for the Spring 2017 cycle and beyond.

The second-round selection guidelines were implemented in Spring 2015. After each cycle, the computer match committee forms focus groups with DI directors and DPD directors involved in the second-round match process to gather feedback on ways to improve the process for the next upcoming cycle. They are provided below. The calendars in the rest of this document have been updated to reflect the updated changes.

The Task Force has created “four periods” that can be attributed to the matching and post-match process. These four periods include:

1. Pre-match period

The pre-match period is defined as the time when DI Directors are establishing their methods for communicating their second round selection procedures in the event they have openings in the second round selection period.

2. First round match

The first round match follows the existing system. Applicants will apply to DI programs using DICAS or other means directed by the DI program and submit their DI rankings to D&D Digital for the match. DI directors will submit their list of qualified applicants to D&D Digital, ranking their top applicants for their available spots.

3. Interim selection period

The Interim selection period is defined as the time after the first round match notification but before D&D Digital releases the names of the DI programs with openings to all applicants.

4. Second round selection period

The second round selection period is defined as the time when unmatched applicants can submit their applications to the DI programs with open spots.

First Round Match Timeline	
Date & Time	Action
Early February	Deadline for Dietetic Internship Directors to go online (www.dnddigital.com) and verify, enter or edit Dietetic Internship matching information.
Sunday, Match Day 6 p.m. (CST)	DI Directors and DPD Directors have access to the match data on D&D Digital.
Monday after Match 6 p.m. (time zone of the program)	Applicants notify DI Directors of their acceptance or withdrawal from the program.

Interim Selection Period	
Date & Time	Action
Tuesday after match day 6 a.m. (CST)	<ul style="list-style-type: none"> • DI Directors who have filled their open spots through first round match will update their “open” status to “closed” on D&D Digital. DI Directors will send an e-mail to D&D Digital notifying them of their closed status and provide the name and e-mail of the applicant(s) who filled the open spot(s). (Note: D&D requests this step so the records provided to ACEND are more accurate) • DI Directors with openings may access the list of unmatched applicants who have given their permission to release their name and the DPD from which they received their verification statement. All DI Directors with available openings can review the list of unmatched applicants to see if any qualified applicants they originally entered on the D&D Digital website are listed. DI Directors can then contact and invite any of those applicants from their original list who did not match to attend their program.
Tuesday after match day 8 p.m. (CST)	<ul style="list-style-type: none"> • All appointments of the Dietetic Internship’s own unmatched applicants must be confirmed by applicants to DI directors. • DI Directors need to notify D&D Digital with the names of the applicants selected into the program during this interim selection period.

Second Round Selection Period	
Date & Time	Action
Wednesday after match day 11 a.m. (CST)	The “match/non-matched” list and DI programs with open spots are made available to all stakeholders
Wednesday after match day After 11 a.m. (CST)	DI Directors are encouraged to accept second round selection applications through DICAS. Program directors should clearly communicate the application and process for review and acceptance into their programs on their website. Program directors can determine when they will review and accept applicants into their program. A list of applicants not matched to any program will be provided to Coordinated Programs in Dietetics, Individualized Supervised Practice Pathway (ISPP) and Future Education Model (FEM) Graduate Programs only upon request.