

PDI Final Checklist

- ☐ All assignments should be completed and turned into Internship Coordinator
- ☐ Submit final journal entries
- ☐ Turn-in May's Time Log
- ☐ Returned borrowed resources
- ☐ Turn-in laptop with case, keyboard, mouse, and all accessories & cords
- ☐ Turn-in completed evaluations of didactic materials and presenters
- ☐ Turn in all competencies to Internship Coordinator and if needed have PDI sign-off
- ☐ Turn-in any Leave Slips
- ☐ Turn-in Clinical Self-Evaluations
- ☐ Turn-in Clinical Evaluations from Preceptors
- ☐ Turn-in Intern Evaluations of Affiliates
- ☐ Fill out CDR paperwork to take the RD exam and to receive a verification statement
- ☐ Take final exam
- ☐ Prepare remarks about the 'Highlights of your Internship' for the graduation ceremony
- ☐ Meet with PDI Director and Internship Coordinator for exit interview
- ☐ Turn-in your Exit Interview Form
- ☐ Turn-in your Final Evaluation of the PDI
- ☐ Turn in ID badge
- ☐ Receive your Final Evaluation of Performance
- ☐ **Relax and enjoy your accomplishment!!**