



### **On-Line Registration Eligibility Processing**

CDR has transitioned the registration eligibility application process from a disk/software program to an on-line process effective February 2004. Several dietetics education program directors assisted CDR in pilot-testing the various iterations of this new process over the past two years. Their input has been instrumental in refining and enhancing this system. The new process will:

- eliminate many of the system incompatibilities that existed with the disk/software system;
- streamline internal processing within CDR reducing the time to process and transmit candidate data from CDR to its testing agency, ACT from 5-7 business days to 1-2 business days; and
- enhance security since passwords and program codes are required to access the system.

In conjunction with this new on-line system, we have added a “Program Director” button on the left side of our website homepage at [www.cdrnet.org](http://www.cdrnet.org). In addition to providing access screens for the new online process this new section of CDR’s Web site will include several resources and links for dietetics education program directors and students. These include:

- Student exit packet;
- Educator’s Desk Reference; and
- Candidate Handbooks for the Registration Examination for Dietitians and Dietetic Technicians.

### **CDR Strategic Planning**

CDR completed and prioritized its 2004-2007 Strategic Plan in January. This plan will be used for the development of the 2004-2005 CDR operating plan and budget. A copy of the goals and strategies are attached to this report.

### **Professional Development Portfolio**

Professional Development Portfolios have been sent to the 17,000 credentialed practitioners scheduled to begin the new recertification process in June 2004. This table summarizes learning plan submission data since the Portfolio process was implemented.

Current Date	Total	LPs Submitted	% Complete
6/2/2000- 5/31/2001 (New RDs/DTRs on Portfolio)	2748	2508	91.3%
6/1/2001- 5/31/2002	14395	13466	93.5%
6/1/2002- 5/31/2003	14594	11722	80.3%
6/1/2003- 5/31/2004	13748	6758	49.2%
<b>TOTALS:</b>	<b>45,485</b>	<b>34,454</b>	<b>75.7%</b>

### **Childhood and Adolescent Weight Management Programs**

The second Certificate of Training in Childhood and Adolescent Weight Management Program was held March 3-5 in Chicago. Over 230 dietetics practitioners participated. A preliminary review of program evaluations indicates that the program was well received with 100% of program attendees indicating that they would recommend the program to a colleague. A third program is planned for April 30-May 1 in Chicago to accommodate those on the waiting list from the March program. A fourth program will be held in Little Rock, Arkansas, November 1-3, 2004.

### **Specialty Board Certification**

A total of 120 individuals have applied to take the May 2004 specialty certification examinations in Renal or Pediatric nutrition. This represents a 14% increase in applications over past May administrations. The increase is attributed to the implementation of an examination application fee discount coupon offer for recertifying specialists. There are currently 324 Board Certified Specialists in Renal Nutrition and 322 Board Certified Specialists in Pediatric Nutrition.

### **Registration Eligibility Program Audit**

In January of 2003 CDR implemented a registration eligibility program audit process. The intent of this audit was to assist in ensuring that program directors have the required documentation verifying that each applicant has met registration eligibility requirements. CADE standards stipulate that dietetics programs require completion of applicable degree requirements prior to program admission or upon completion, as appropriate. In addition, Dietetic Internship programs are required to ensure that enrolled students have a signed verification statement documenting completion of a current Didactic Program in Dietetics.

The Commission had assumed that supervised practice program directors were complying with this standard. However, CDR learned that both the degree and Didactic Program verification documentation were not consistently required by program directors. Unfortunately, the summary data for the 2003 audit indicates that the issues that prompted the initiation of this audit process persist. Overall, less than fifty percent of the programs passed the audit on the first submission.

The primary issues identified in the audit were:

- Dietetic Internship students are accepted into the program without a final original transcript documenting that the minimum of a Baccalaureate degree has been conferred. Verification statements are incomplete. This includes missing signatures, dates.
- *Declaration of Intent to Complete* forms are accepted in lieu of a verification statement.
- Foreign degree equivalency statements are missing.

CDR is accountable to its accreditation agency, the National Commission for Certifying Agencies, to ensure that systems are in place to protect the integrity of the credentialing process. Both CDR and students rely on Program Directors to accurately verify program completion for registration eligibility. Program Directors are accountable for following established CADE program accreditation standards to ensure that all program completion standards are met prior to submission of eligibility information to CDR. CDR is sharing the results of this audit process with CADE. The audit will continue in 2004.

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## **CDR Strategic Plan 2004-2007**

### **CDR Vision Statement**

The public and other professionals rely on CDR's optimal credentialing processes to identify knowledgeable and skilled dietetics practitioners.

### **CDR Mission Statement**

CDR protects the public through credentialing processes of dietetics practitioners.

### **CDR Purpose Statement**

CDR has sole and independent authority in all matters pertaining to certification, including but not limited to standard setting, establishment of fees, finances, and administration.

### **Goals**

- Ensure CDR's recertification systems and professional development programs promote ongoing competence of credentialed dietetics practitioners
- Ensure the value of CDR's credentials to potential and current registrants
- Increase public recognition of the value of CDR's credentials
- Ensure the efficacy of CDR's credentialing systems for public protection
- Ensure the relevancy of CDR's dietetics registration entry-level assessment system.

### **Strategies**

#### **Goal 1**

1. Promote the professional growth of credentialed dietetics practitioners through recertification.
2. Promote the professional growth of credentialed and future potential credentialed dietetics practitioners by providing guidance and tools.

#### **Goal 2**

1. Determine what does/would make the dietetics credentialing system valued and meaningful to stakeholders.
2. Continually measure the access to, value of, demand for, and use of the credentials.
3. Clarify and validate the full range of professional knowledge tasks and activities essential for current practice in dietetics.

#### **Goal 3**

1. Educate targeted markets on CDR's credentials.
2. Support and participate in initiatives by other groups that are promoting CDR's credentials.

#### **Goal 4**

1. Maintain and enhance CDR's credentialing systems.
2. Ensure compliance with credentialing industry standards and adoption of best practices.
3. Uphold the value of CDR's credentials.

#### **Goal 5**

1. Conduct ongoing comprehensive environmental scanning for trends in dietetics practice.
2. Explore mechanisms to shorten the timeframe from environmental scanning to test specification and examination development.
3. Evaluate assessment system options to enable credentialing of a wider range of dietetics practitioners.