



CEDRD Checklist for Traditional Certification

This checklist is for the CEDRD Traditional Certification, created for registered dietitians who want to pursue advanced expertise and proficiency in the field of eating disorders. If you have been practicing as a registered dietitian in the field of eating disorders for 5 years or more, it is recommended that you review the requirements needed for the Equivalency Certification. (www.iaedp.com)

Requirements for the CEDRD Traditional Certification

Education and Registration Requirements

- BS or higher in nutrition and/or dietetics from an accredited university with the completion of the coordinated undergraduate program, a fifth year dietetic internship, or MS/dietetic internship combination
- Successful completion of the Dietetic Registration examination administered by the Commission on Dietetic Registration (RD status) and ongoing maintenance of this registration with approved CEUs.

Supervised Patient Care Requirements

- 2500 supervised patient care hours directly in the field of eating disorders by an iaedp Approved Supervisor.
 - All patient care hours must be supervised by an iaedp™ Approved Supervisor. Two options exist for selection of an approved supervisor: 1) Choose an iaedp Approved Supervisor from the list of current iaedp members by searching the membership database OR 2) Use a current supervisor with whom you work who meets the requirements for an iaedp Approved Supervisor. Note: a supervisor is not required to be iaedp-certified to qualify. (See "Approved Supervisor Options and Guidelines" for requirements)
 - No less than 75% (up to 100%) of your total supervised patient care hours with the eating disorder population accrued after completing your registration for RD status must be provided by an eating disorder experienced registered dietitian who meets the iaedp Approved Supervisor requirements. Up to 25% may be supervised by an eating disorder experienced therapist, physician or nurse who meets the iaedp Approved Supervisor requirements.
 - 500 of your total 2500 supervised patient care hours can be accrued during your internship/clinical supervision prior to obtaining your RD status.
- Type of Contact (Breakdown of hours): 75% (1875) of your total supervised hours must be direct client service, which means a face-to-face individual, family or group session, and 25% (625 maximum) of your total supervised hours can be from indirect client service, which includes testing, professional consultations, session notes, and treatment plan documentation. No less than one (1) hour of supervision per 120

hours of client contact is recommended, which equals approximately 21 minimum hours of total supervision time.

□ Your Approved Supervisor will use the "Approved Supervisor Documentation Form" (www.iaedp.com under Certification) to record total # of patient care hours, which will be signed upon completion and a copy included in your application. As a supervisee, you may use the Applicant Log of Patient Care Hours to tally your own hours for validation with your supervisor; however, the Applicant Log forms do not need to be turned in with completed application.

Continuing Education Requirements

Continuing Education can include any educational activity such as workshops, seminars, conferences and webinars that provide education on the following topics related to the treatment of eating disorders. Copies of certificates of attendance which indicate hours awarded for each continuing education activity must be included in this application. Hours required:

- 6 clock hours in body image, weight and food issues
- 6 clock hours in abnormal psychology/addictions
- 6 clock hours in counseling/psychotherapy

Core Course and Examination Requirements

□ Complete **iaedp**™ core courses (available online www.iaedp.com or at iaedp's yearly pre-symposium workshop). See "Core Course Information and Guidelines".

The four core courses include:

- Introduction to Eating Disorders
 - Treatment Modalities of Eating Disorders
 - Medical Aspects of Eating Disorders
 - Nutritional Guidelines for Treating Eating Disorders
- Pass **iaedp**™ Certification Exam (available online at www.iaedp.com under Institute link)

Case Study Requirement

□ A 1500 word Case Study – see "Case Study Guidelines". Case study must be of patient actually treated by the applicant.

Recommendation Letters Requirement

□ Three (3) letters of recommendation from professional peers who are experienced in the field of eating disorders and familiar with your work specifically in this field. □ At least one of the three recommendation letters must be from an experienced RD who practices in the field of eating disorders.

- All of your recommendation letters must include full signature, credentials and place of employment of the person who is writing the recommendation. □ All of the recommendation letters should be sent directly to the applicant to be included in the completed application packet. Letters can be sent in a sealed

envelope for iaedp staff only, but must be included in the application packet with the other requirements.

Other Requirements:

- Complete and sign the Statement of Intent found within the Application form
- Sign the Ethics Statement found within the Application form
- Include photocopies of all relevant licenses and certificates
- Include a copy of your CV/resume
- Include one (1) passport size photo
- Include the Application Fee of \$150.00, written to IAEDP
- Proof of current **iaedp**™ membership
- Make a copy of the entire application for your records
- Mail **TYPED*** (fill in form on computer and print copy) and **COMPLETED** application (include everything on this checklist) by regular (NOT Certified) mail) to the following address:

International Association of Eating Disorders Professionals
Attention: Certification Application
PO Box 1295
Pekin, IL 61555-1295

No certified mail will be accepted since this is a post office box and no signature can be required. If you choose to track the package, make sure you select the option that does NOT require a signature at delivery site.

This checklist reviews all the requirements for the Traditional CEDRD Certification. Download and print the Traditional Certification Application to begin completing the certification process. **Please allow 90 (ninety) days from the RECEIPT of your application in the iaedp office for the application review process to be completed.**

IMPORTANT INFORMATION ABOUT CERTIFICATION RENEWAL:

Upon approval, you are responsible to maintain your 20 hours of continuing education directly in the field of eating disorders during each two-year renewable period and to

renew your certification prior to its expiration. Attendance at an iaedp Symposium once every four years is also required. You will receive advanced notice of your forthcoming renewal date directly from the iaedp Membership Office and will be expected to comply with a timely application following the guidelines of the Certification Renewal application.

Revised Aug2016 TB