



CEDS Checklist for Traditional Certification

This checklist is for the CEDS Traditional Certification, created for licensed therapists who want to pursue advanced expertise and proficiency in the field of eating disorders. If you have been practicing as an independent licensed therapist, post-internship, 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 CEDS Traditional Certification

Education and Licensure Requirements

- MA/MS/MSW/PhD/MD/DO from accredited institution in health/behavioral science field
- Licensed or certified as a healthcare professional by his/her state's licensing or certifying board per current state requirements.
 - Includes a provisional license only if practicing within a health care agency and not required to obtain a higher level of licensure under these circumstances to continue practicing. Does not include a temporary license, such as an MFT-I with an expiration date requiring a higher level of licensure to continue practice.
 - Includes PhD or PsyD candidate who has first obtained a MS level and practiced as a LAC, LPC, MFT or LCISW prior to seeking advanced doctorate. Does not include a PhD or PsyD candidate who bypassed the MS level and has a temporary license which expires and requires completion of advanced degree for full certification to practice.

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 (NOTE: you are not limited to your geographical area since an approved supervisor can provide consultation across state lines) 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).
 - 500 of your total 2500 supervised eating disorder-specific patient care hours can be accrued during your internship/clinical supervision prior to obtaining your license or certification as a therapist.
 - No less than 75% (up to 100%) of the remaining 2000 total supervised patient care hours with the eating disorder population accrued after your

internship as a licensed clinician (per above licensure requirements) must be provided by an eating disorder-experienced therapist who meets the iaedp Approved Supervisor requirements.

- Up to 25% of the remaining 2000 total supervised patient care hours with the eating disorder population accrued after your internship as a licensed clinician (per above licensure requirements) may be supervised by an eating disorder-experienced physician, nurse or registered dietitian who meets the iaedp Approved Supervisor requirements.
 - You may have more than one approved supervisor, as long as each supervisor meets the iaedp Approved Supervisor requirements.
- 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 (CEUs) 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. CEUs are not college courses required as part of your educational degree. 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

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
 - Nutrition Guidelines for Treating Eating Disorders
- Pass **iaedp**[™] Certification Exam, available online www.iaedp.com under Institute.

Case Study Requirement

- 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 therapist who practices in the field of eating disorders. Other

letters can come from additional therapists, but it is encouraged to include one letter of recommendation from a member of the treatment team who practices within another discipline, such as physician or registered dietitian.

- All of the 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 a copy of your current resume/CV
- Include photocopies of all relevant licenses and certificates
- Include one (1) passport photo
- Include the Application Fee of \$150.00, written to IAEDP
- Include 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 of the requirements for the Traditional CEDS Certification. Download and print the Traditional Certification Application (www.iaedp.com) 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 the course of each two year renewable period and to renew your certification prior to its expiration. Attendance at an iaedp Symposium once every four (4) 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.

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