

## Certification Checklist:

### NEW CERTIFICATION APPLICATION

- Can start accruing hours when:
  - Master's Level Therapists: After your state-issued licensure or registration number is acquired, post-graduation.
  - Psychologists: After the start of the internship that meets the requirements for psychologist licensure per rules of the state or provincial board of psychology in the locale you intend to practice.
  - RD/RDNs: After you are registered through CDR.
  - CNS: After receiving certification from the Board for Certification of Nutrition Specialists.
  - Medical Providers: Beginning of residency.
  - Doctorate of Physical Therapy: post-graduation after state-issues licensed is acquired.
  - Registered Nurses: After your state-issued licensure number is acquired.
  - CATs: After you receive your certificate to practice, issued by the appropriate Certification Board (Certification Board for Music Therapists [CBMT], Art Therapy Credentials Board [ATCB]; National Council for Therapeutic Recreation Certification [NCTRC] or Dance Movement Therapy Certification Board [DMTCB])
- Accrues 2500 hours of eating disorder experience under supervision of an iaedp-Approved Supervisor (iaedp-Approved Supervisor completes supervision section of application)
  - No less than 2 years
  - 75% of supervision must be within your own discipline (therapist and therapists, medical providers and medical providers, RDs and RDs), 25% can be with a different discipline
  - Minimum 24 hours of supervision (100% can be individual/dyad | group supervision can be up to 50%)
  - 80% direct hours (Direct Client Service: activities directly related to treatment of client/patient including face-to-face interaction, case conceptualization, team coordination of care, and treatment documentation. Indirect hours include: presentations, case-based learning/teaching, program development, coursework and readings, blog entries and other writing, etc.)
- Completes Questions within Application (statement of intent, treatment approach, disclosures, and ethics)
- Member of iaedp (paid and current in regards to your dues)
- Completes 4 Core Course + Tests
  - Core Courses can count for CE requirement as well if they have been completed in the past 2 years of application submission
- Takes Final Exam
- Accrues 20 Eating Disorder and/or Eating Disorder treatment specific CEUs (with certificate)
  - *Examples of the subject matter that is related to Eating Disorders include, but are not necessarily limited to: psychotherapy techniques that can be applied to those suffering from eating disorders; psychological disorders common in persons with eating disorders, such as child sexual abuse, depression, obsessive compulsive disorder, substance dependence, etc; physical problems commonly seen in persons with eating disorders, including obesity, malnutrition, dental problems, medical problems present with persons with eating disorders, etc. and similar topics.*
  - *Doctoral or master level courses and publications do not count as CEs.*
- Includes Curriculum Vitae (CV) with application
- Completes Case Study
- Gathers 3 Letters of Recommendation (hand signature required)
  - Cannot be your iaedp-Approved Supervisor or personal therapist
  - Must be from a licensed or credentialed practitioner
  - At least one must be written by an experienced clinician within your discipline
  - At least one must be written by a clinician whose discipline is different from yours and is typically included in a treatment team
- Proof of license or registration card - must be active and current (need expiration date on the submitted document)
  - Must be fully and independently licensed when you submit your application
- Copy of final transcript or diploma of highest education (corresponding to what you practice/treat clients under)
- Application fee paid

# INTERNATIONAL ASSOCIATION OF EATING DISORDERS PROFESSIONALS



## Certification Checklist:

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### CERTIFICATION RENEWAL APPLICATION

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- Completes Questions within Application
- Accrues 20 CE specific to eating disorder and/or treatment of eating disorders within the past 2 years
  - *Examples of the subject matter that is related to Eating Disorders include, but are not necessarily limited to: psychotherapy techniques that can be applied to those suffering from eating disorders; psychological disorders common in persons with eating disorders, such as child sexual abuse, depression, obsessive compulsive disorder, substance dependence, etc; physical problems commonly seen in persons with eating disorders, including obesity, malnutrition, dental problems, medical problems present with persons with eating disorders, etc. and similar topics.*
  - *Doctoral or master level courses and publications do not count as CEs.*
- Attends iaedp symposium every 4 years (the amount of CEs you receive from the iaedp symposium can count toward the CE requirement as well)
- Proof of active and current membership with iaedp (paid and current in regards to your dues)
- Proof that license or registration card is active and current (needs expiration date on submitted document)
- Pays Application fee

A certification renewal late fee of \$125 will be incurred at 30 days past the expiration date.

If a member fails to renew within 90 days of expiration date, the certification will be revoked. The member will be required to complete a new Certification application.