



RDs Practising Less than 500 Hours Referred to QA Committee

The Quality Assurance (QA) Program now has a process in place to assess Registered Dietitians who have practiced fewer than 500 hours over the past 3 years, in accordance with the College's new Registration Regulation which reads:

"5. (1) By the end of the third year following the issuance of a certificate of registration and in every subsequent year, every member shall provide evidence satisfactory to the Registrar that the member has practiced dietetics for at least 500 hours during the preceding three years.

(2) The Registrar shall refer any member who does not meet the requirement set out in subsection (1) to the Quality Assurance Committee. (O.Reg. 72/12, s.1)"

The purpose of this regulation is public protection. It allows the College to verify that Registered Dietitians with an unrestricted certificate of registration are competent to practice dietetics.

REFERRAL TO THE QA COMMITTEE

Each year at renewal, each member will be asked to declare whether they have practiced at least 500 hours in the past three years. Any member who has self-declared that they practiced fewer than 500 hours in the past three years, will be automatically referred to the QA Committee for assessment. Once a member is referred to the QA Committee, they will receive a letter by Dec 15, 2013, to discuss the next steps.

TWO CATEGORIES OF MEMBERS WHO PRACTICE FEWER THAN 500 HOURS IN THREE YEARS

Category 1: Members who are not practicing for personal reasons (e.g., illness, family leave) or who are working outside dietetics but still wish to maintain their RD designation. Members who are not practicing dietetics will be asked to choose one of three (3) options

by Oct 15, 2013:

Option 1) Submit a Professional Development Portfolio of activities completed within the last 3 years (Oct 2010-Oct 2013). Following an evaluation by the QA Committee, the member may be required to undergo further assessment to confirm competence to practice. Any member failing to submit a portfolio by Oct 15, 2013 will automatically be required to undergo an assessment.

Option 2) Sign a voluntary undertaking not to practice dietetics unless the member has been assessed and has completed upgrading requirements as directed by the QA Committee. The voluntary undertaking agreement must be signed by October 15, 2013.

Option 3) Resign.

Category 2: Members who practice dietetics fewer than 500 hours in three years.

By October 15, 2013, members practising fewer than 500 hours in the previous three years will be required to:

- Maintain and submit a list of continuing education and professional development activities accomplished within the last three years to the QA Committee. Included in this list should be the 2012 *Self-Directed Learning Tool* goals with a description of the learning and how it applied it to dietetics. The QA Committee will assess these activities and the nature and extent of their dietetic practice. Further professional development activities may be required.
- Additionally, in 2014, the member could be randomly selected for a *Peer and Practice Assessment* from a separate pool of dietitians working fewer than 500 hours in 3 years. Once selected, if the member is found to be competent, the member would be removed from the pool for 5 years. If gaps in competency exist, the QA Committee would provide specific direction for upgrading.