

n-Cert

THE
CDR BULLETIN
FOR
BOARD
SPECIALTY
CERTIFICATION
IN ONCOLOGY
NUTRITION



Practice Analysis Workgroup
Participants:
Pictured, Left to Right - Kim
Robein, Barbara Grant,
Kathryn Allen, Colleen Gill,
Jeannine Mills and Rhone
Levin.

Not Pictured: Dianne
Kiyomoto, Veronica
McLymont,
Heather Palmer
and Bethany
Smith



Chicago Meeting Launches Practice Analysis in Oncology Nutrition

Subject matter experts (SMEs) selected from those recommended by the Oncology Dietetics Practice Group met in Chicago March 22-23 2007, as an important step in the creation of a Board Specialty Certification in Oncology Nutrition. Earlier in 2006, the Oncology Dietetics Practice Group conducted a market analysis to help the Commission on Dietetic Registration (CDR) determine the interest in and

feasibility of creating a specialization in Oncology nutrition. In September 2006, CDR voted to fund and conduct the development of this credential. The vote was a testament to the careful study and excellent report presented by the Oncology DPG at the CDR meeting September 2006 in Hawaii during the Food & Nutrition Conference and Expo. During the presentation, CDR became aware of the interest in

the proposed credential not only by practitioners, but also organizations that are central to the delivery of patient care and health information in oncology. Such organizations include American College of Surgeons, Commission on Cancer, the Association of Community Cancer Centers and the American Cancer Society.

Inaugural Exam:



March 2008

Though the creation of a certification examination is a complex process that includes many steps, CDR has targeted early Spring 2008 as the time frame to administer the new examination. The Practice Analysis Survey must be distributed to, and completed by, a targeted sampling of dietetics practitioners in oncology. The results of this survey are then compiled and analyzed to be used as the basis to form a test outline that reflects the practice of dietetics in oncology. Subject Matter Experts in oncology nutrition will be trained in question writing in order to develop an examination that will be converted for delivery to any of the 100 computer testing centers in the United States. Testing will occur during a 3-week testing window - one in the Spring and one in the Fall.

10 Steps in the Construction of a Credential

1. Specialty petition and market survey

2. CDR approval and vendor selection

3. Practice analysis

4. Test content outline, blueprint and format developed

5. Question and examination development

6. Question review and examination construction

7. Application and examination procedures development

8. Examination administration processing. Test window opens

9. Examination window closes. Examination data reviewed. Quality control procedures conducted, Key Validation and Cut-score meeting

10. Scores are released with specialty orientation packets



Pictured above and to the right:
Oncology Practice Analysis Workgroup Meeting

Step 1- Specialty Petition and Marketing Survey:

In order for CDR to consider the development of a specialty certification, the specialty petition guidelines must be completed. This includes a marketing survey of RDs who would be interested in obtaining the certification. This specialty petition and results of the marketing survey are presented to CDR. The Oncology Nutrition DPG completes the specialty petition guidelines and market survey before presenting a detailed account to CDR about the benefits of specialty certification in oncology nutrition, the importance of the RD in the oncology nutrition organizations, and the

importance of a specialty certification in oncology nutrition organizations.

Step 2- CDR Approval and Vendor Selection: CDR reviews the information presented. Once approved, Request for Proposals (RFPs) are sent to vendors to conduct and practice analysis and examination development. Each RFP is reviewed and compared using a matrix of qualifications to determine which proposal is chosen. Once a vendor is selected, they begin to research the specialty area through references, phone and onsite interviews with RDs in the specialty area.



Step 3- Practice Analysis: A Practice Analysis is a survey of registered dietitians currently working in oncology nutrition. The practice analysis identifies existing practice roles and documents what tasks are being performed by RDs in oncology nutrition. It also identifies what knowledge, skills and abilities are required to perform those tasks. The survey is developed and reviewed by RDs (subject matter experts- SME's) prior to being pilot tested and distributed to RDs working in oncology nutrition and oncology care

settings. The data is collected and a report formed.

Step 4- Test Content Outline and Test Blueprint Development: The data/results from the Practice Analysis are used to develop the content outline and test blueprint. This ensures that the test specifications and questions that are asked in the examination for oncology nutrition reflect current practices. This is also to ensure that CDR certification programs are developed and administered to meet current professional standards (as promulgated by the American Psychological Association, the American Educational Research Association and the National Council on Measurement in Education). It is also interesting to note that future data from this survey may also be used in defining career ladders and developing training materials. A practice analysis is conducted every five years.

Step 5- Question and Examination Development: A specialty examination work group (SEW) is formed of 8-10 SME's. This group writes the questions that will be on the examination based on the blueprint and content outline. This workgroup writes items individually on a secure web-based site.

Step 6- Item Review and Exam Construction: Each item is reviewed in onsite meetings by all workgroup members. Typically there is an onsite item review meeting before each exam administration. However, during the development phase of an examination, there are more frequent onsite item review meetings. After extensive review and/or rewrite, the items are accepted by the group and then activated for use on the examination. A test form is

What has been accomplished to date in the development process of the specialty certification in oncology nutrition:

1. September 2006- CDR approved the development of a specialty certification in oncology nutrition
 2. October 2006- Request for proposals (RFPs) for the practice analysis and test development sent to testing vendors
 3. December 2006- RFPs reviewed and vendor selected.
 4. December 2006- Oncology Practice Analysis Workgroup formed and 2 Oncology RDs appointed to the CDR Specialty Certification Panel.
 5. January/February- Selected vendor Comira conducts review of references, research, phone and onsite interviews of oncology dietitians.
 6. March 2007- Onsite OPAW meeting to review and development of the task and knowledge statements for the practice analysis.
 7. April 2007- Incorporate OPAW feedback into task and knowledge statements.
 8. June/July 2007- In an effort to further develop and expand the task and knowledge statements, Comira continues reference research and additional phone and onsite interviews of oncology dietitians.
- NEXT- August 2007- Onsite meeting of OPAW to refine the task and knowledge statements.

developed, reviewed and then it is ready for administration.

Step 7- Application and Exam Procedures Development: The demographic data from the practice analysis helps also to form the eligibility requirements for the specialty certification. The eligibility requirements are established and approved by the Commission on Dietetic Registration. A vendor for examination administration is also selected after review of RFPs. Forms and application booklets are developed and made available via mail or CDR's website.

Step 8- Examination Administration Processing and Test Administration Window: There are two- three week testing windows a year. The examinations will be administered on computers. Candidates are able to schedule an examination appointment Monday through Friday within computer center hours.

Step 9- Examination window closes. Examination data reviewed. Quality Control procedures conducted, Key Validation and Cut-score

meeting: Before final scores are released to the candidate, each examination undergoes quality control checks. A thorough item analysis is completed and used as part of the statistical review of the performance of the examination. The testing vendor and SME's review examination data, item analysis results, and candidate comments. All these materials are reviewed during a key validation meeting with SME's to ensure that the scoring and weights of the answers are appropriate.

Step 10- Scores are released and specialist orientation packets: Scores are sent via mail to each candidate. Candidates who pass the examination also receive a specialty orientation packet. This packet includes items such as: specialty identification card, lapel pin, embroidered patch, certificate suitable for framing, listing in the searchable Online Specialty Directory, and subscription to the specialist list serve.

The examination process begins again with item development.

Who Helps to Make a Credential?

There are many different groups that make contributions at different points in the development of a specialty certification. Each group has different tasks and responsibilities.

ADA Oncology DPG

- Recommends to CDR subject matter experts for the initial formation of the specialty workgroups.
- Recommends to CDR current references for the initial research review and practice analysis
- Recommends to CDR oncology groups where targeted promotion of the specialty certification would be beneficial.

CDR

CDR develops and coordinates all aspects of the specialty certification. These groups under CDR all have important charges.

Specialty Certification Panel

The Specialty Certification Panel consists of 10 members (two members from each specialty area) appointed by the Panel Chair. The Panel Chair is a member of CDR. The Specialty Panel appointments are for at least one year. The responsibilities of the Specialty Certification Panel include:

- Oversee the specialty examination process, policies and procedures.
- Review specialty appeals.
- Review promotional activities.
- Act as a liaison to communicate policies and procedures to their respective workgroups and/or other ADA organizations.
- Make recommendations to CDR for the specialty certifications.

Oncology Practice Analysis Workgroup (OPAW)

The OPAW is appointed by the Specialty Certification Panel based on recommendations from the DPG; review of qualifications, areas of practice; years of experience; and geographical location. The responsibilities of the OPAW include:

- Provide information on job responsibilities and required knowledge of oncology dietitians.
- Work with Comira to develop task and knowledge statements that will be used for the practice analysis survey instrument.

- Work with Comira to review results of the practice analysis.
- Work with Comira to develop content outline/blueprint based on the results of the practice analysis.

Oncology Specialty Examination Workgroup (OSEW)

The OSEW is appointed by the Specialty Certification Panel based on recommendations from the DPG; review of qualifications; areas of practice; years of experience and geographical location.

The responsibilities of the OSEW include:

- Writing test questions
- Reviewing and approving test questions for use.

Comira (Vendor for the Practice Analysis and Test Development)

After review and comparisons of RFPs Comira was chosen to conduct the Oncology Nutrition Practice Analysis and test development. Comira is the current vendor for the exam administration of the CDR Board Certification as a Specialist in Gerontological Nutrition. Comira has also conducted the practice analyses for CDR gerontological, pediatric and renal specialties. Their responsibilities include:

- Conduct the Practice Analysis
- Conduct the examination development.



CDR Specialty Certification Panel 2007- 2008

Robyn Wong, MPH, RD, CSP - Chair

Amy Sapsford, RD, CSP, LD

Jennifer Etherton, MS, RD, CSR, LD

Mary Kay Hensley, MS, RD, CSR

Kim Crawford, PhD, RD, CSSD

Ingrid Skoog, MS, RD, CSSD

Bridget Doyle, PhD, MPH, RD, CSG, LD

Kathleen Niedert, MBA, RD, CSG, FADA, LD

Barbara Grant, MS, RD, LD

Rhone Levin, MEd, RD, LDN



Opportunity Knocks

Volunteers:

If you are interested in volunteering to participate in the future specialty examination meetings, please send an e-mail with your CV/resume to specialists@eatright.org

Future Updates:

If you would like to be placed on the mailing list for future updates of the Oncology Nutrition Specialty Certification, please send an e-mail to specialists@eatright.org

Questions?

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