

Registration Examination for Dietitians

Handbook for Candidates

Computer-Based Testing

A New World of Options

In Assessment for Dietetics Professionals



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**READ THIS HANDBOOK COMPLETELY
AND KEEP FOR REFERENCE.**

GENERAL INFORMATION

The Commission on Dietetic Registration, the credentialing agency for the American Dietetic Association, does not discriminate against any applicant because of race, creed, religion, color, sex, marital status, national origin, or ancestry.

EXAMINATION APPLICATION

All candidates approved as examination eligible for the **first** time automatically receive an examination application from the testing service. Candidates who established eligibility previously must request an examination application. Candidates must contact the Commission on Dietetic Registration, 120 South Riverside Plaza, Suite 2000, Chicago, Illinois 60606-6995; by telephone (312/899-4859); or by fax (312/899-4772) to request an examination application. The request should include name and CDR/ADA identification number. **The examination application expires one year from the date of processing. Expired applications or photocopies of applications will not be accepted.**

CODE OF ETHICS

All candidates applying to take the Registration Examinations for Dietitians or Dietetic Technicians must sign the following agreement that upon passing the registration examination:

“As a registered dietitian or dietetic technician, registered, I agree to abide by the Code of Ethics for the Profession of Dietetics (www.eatright.org/public/index_8915.cfm), and to hold harmless the Commission on Dietetic Registration, other RDs and DTRs, or CDR employees for their activities in enforcing them.”

APPLICATION PROCEDURES

An application for the exam can be completed either by paper or on the web. The paper application was included with this handbook. To access the web, use the web address on the application.

Read this *Handbook for Candidates* completely before completing either the paper application or the web application.

APPLICATION—PAPER

- I. Read the instructions located at the top of the “APPLICATION FOR THE REGISTRATION EXAMINATION FOR DIETITIANS.”
- II. Complete the following information requested on the application. Please print clearly.

SECTION A—If your current name and/or address is different from what is printed on the top left corner of your application form, complete the appropriate line(s) in this section as follows:

1. If your name is different, **print your changes clearly.** Print your last name first, then your first name and middle initial. For example, Smith, John B.
2. Your CDR/ADA identification number is above your name and address. Please check this number with the identification number assigned to you in correspondence from CDR/ADA. If there is a discrepancy, print the number you have been provided on the line above the words “CDR/ADA Identification Number” clearly. **When contacting CDR, please refer to this number.**
ID Number Security: Please keep this unique identification number in a secure place, and notify CDR immediately at 800/877-1600, ext. 5500, if it is lost or stolen. CDR receives numerous reports of fraudulent use of registration identification numbers by unqualified individuals.
3. If your address is different, **print** on the line(s) above the word(s) “New Address,” “City,” “State,” and/or “ZIP Code” clearly. Provide only that part of your address that has changed. If your address has changed completely, be sure to provide all information requested concerning your new address.
4. In addition, you must notify CDR of your name and/or address change. Please submit your change(s) in writing to CDR via mail or fax (see back cover for CDR contact information).

SECTION B—Select the **one** pathway that best explains how you met the eligibility requirements to take the Registration Examination for Dietitians and place a check mark in the box that precedes it. The different pathways are listed on pages 5–6.

Candidates eligible to take the Registration Examination for Dietitians on the basis of completing a Coordinated Program, Dietetic Internship Program, or Approved Preprofessional Practice Program should indicate the appropriate program code number. If you have questions regarding the type of program you completed, please refer to the *Verification Statement* of program completion provided by your Program Director. Refer to the Code Numbers list that starts on page 7. SPECIAL CARE SHOULD BE TAKEN TO INDICATE THE CORRECT CODE NUMBER. Following the code number, indicate the name, city, and state of the institution and the date the program was completed. If your Coordinated Program, Dietetic Internship Program, or Approved Preprofessional Practice Program is not listed, leave the code number blank, but be sure to fill in the name of the institution and the city and state in which it is located in the space provided.

Candidates authorizing ACT to release their individual examination score, by name, should indicate permission by placing a check mark in the appropriate box.

SECTION C—This section should be completed by the Internship Program graduates only.

Print the code number and the name, city, and state of the institution where the Didactic Program in Dietetics was verified. Use the Code Numbers list that starts on page 7 to complete its section. In the space to the right, indicate the year in which the Didactic Program in Dietetics was verified. Those candidates who wish to authorize ACT to release their individual scores, by name, to a Didactic Program in Dietetics Program Director should indicate their permission by placing a check mark in the appropriate box.

SECTION D—Indicate your sex by placing a check mark in the appropriate box preceding “Male” or “Female.”

SECTION E—Please print your Social Security Number on the line provided.

SECTION F—Sign your application on the line above the word “Signature” and provide a telephone number where you may be reached *during the day*, should the need arise.

SECTION G—You have the option of charging the application fee(s) to a VISA® or MasterCard®. If you select this option, please complete Section G.

III. If you did not charge your fee(s) to a credit card, please prepare and enclose a check or money order for \$125.00 payable to: DIETETIC REGISTRATION

IV. Please check that the application is complete. Incomplete applications will be returned.

V. Mail the completed application and fee of \$125.00 to:

Dietetic Registration (82)
ACT
P.O. Box 168
Iowa City, IA 52243-0168

APPLICATION—ONLINE REGISTRATION

To access online registration, go to the web address on your paper application. You must use a credit card to register on the web and you cannot request special accommodations. If you have any difficulty in registering on the web, contact ACT at 319/337-1315.

I. Read the instructions on the welcome page. Enter your CDR/ADA ID number and password from your application. Both are located on the your paper application above your name and address.

II. Complete the following information requested on the application.

SECTION A—Personal Information

If your current name and/or address is different from what is shown on this page or is printed on your paper application, correct only the line that is wrong.

Your CDR/ADA identification number is also printed on the application. Please check this number with the identification number assigned to you in correspondence from CDR/ADA. If there is a discrepancy, contact CDR/ADA immediately. When contacting CDR, please refer to this number.

ID Number Security: Please keep this unique identification number in a secure place, and notify CDR immediately at 800/877-1600, ext. 5500, if it is lost or stolen. CDR receives numerous reports of fraudulent use of registration identification numbers by unqualified individuals.

In addition, you must notify CDR of your name and/or address change. Please submit your change(s) in writing to CDR via mail or fax (see back cover for CDR contact information).

SECTION B—Experience

1. Select the one pathway that best explains how you met the eligibility requirements to take the Registration Examination for Dietitians. Pathway explanations are listed on pages 5–6.

2. Indicate the appropriate program code number (Coordinated Program, Dietetic Internship Program, or Approved Preprofessional Practice Program). If you have questions regarding the type of program you completed, please refer to the *Verification Statement* of program completion provided by your Program Director. Refer to the Code Numbers list that starts on page 7. **SPECIAL CARE SHOULD BE TAKEN TO INDICATE THE CORRECT CODE NUMBER.** Following the code number, indicate the month and date the program was completed.
3. Candidates authorizing ACT to release their individual examination score, by name, should indicate permission by marking the “Y.” If you do not want to authorize release, mark the “N.”

SECTION C—Academic (Baccalaureate) Programs

1. Indicate the appropriate program code number. Refer to the Code Numbers list that starts on page 7. **SPECIAL CARE SHOULD BE TAKEN TO INDICATE THE CORRECT CODE NUMBER.** Following the code number, indicate the month and date the program was completed.
2. Candidates authorizing ACT to release their individual examination score, by name, should indicate permission by marking the “Y.” If you do not want to authorize release, mark the “N.”

SECTION D—Gender

Indicate your sex by marking the appropriate box preceding “Male” or “Female.”

SECTION E—Social Security Number

Type your Social Security Number.

SECTION F—Contact Information

Provide a telephone number where you can be reached *during the day*, should the need arise.

Assurance of Confidentiality: You must indicate acceptance or you will not be able to complete your registration.

SECTION G—Payment

You have the option of charging the application fee(s) to a VISA or MasterCard. To register online, you must supply a valid credit card.

REGISTRATION EXAMINATION ELIGIBILITY ROUTE CODE NUMBERS

Candidates eligible to take the Registration Examination on the basis of completing either a Coordinated Program, Dietetic Internship Program, or Approved Preprofessional Practice Program should use the appropriate code number for their program starting on page 7. (Individuals completing an Internship with master’s program component, please list internship code.)

1. ***Coordinated Program in Dietetics***

Academic program in a U.S. regionally accredited college or university culminating in a minimum of a baccalaureate degree. The program provides the foundation knowledge and skills, as well as competencies for entry-level dietitians, through integration of didactic instruction with a minimum of 900 hours of supervised practice experience.

2. ***Dietetic Internship Program***

Provides minimum of 900 hours of supervised practice experience to meet the competencies for entry-level dietitians. The program follows completion of the Didactic Program in Dietetics and a Baccalaureate degree.

3. ***Approved Preprofessional Practice Program***

Provides for the achievement of performance requirements for entry-level dietitians through a minimum of 900 hours of supervised practice. The program follows completion of the Didactic Program in Dietetics and a Baccalaureate degree.

4. ***Three-Year Preplanned Experience Program***

(Discontinued. October 1, 1988, was the last postmark date to submit an application for prior approval to the ADA Department of Education. June 30, 1993, was the last postmark date to submit an application for registration eligibility.)

Provided for the achievement of performance requirements for entry-level dietitians through a minimum of 6,000 hours of individualized, prior approved, supervised practice. The Three-Year Preplanned Experience Program must follow completion of the Didactic Program in Dietetics and a Baccalaureate degree.

5. ***Qualifying Experience With Advanced Degree: Assistantship***

6. ***Qualifying Experience With Advanced Degree: Six Months***

7. ***Qualifying Experience With Doctoral Degree***

The text that follows provides information for pathways 5, 6, and 7.

(Discontinued. October 1, 1988, was the last postmark date to submit an application for prior approval to the ADA Department of Education. June 30, 1993, was the

last postmark date to submit an application for registration eligibility.)

Provided for the achievement of performance requirements for entry-level dietitians through a minimum of 1,000 hours of individualized, prior approved, supervised practice. The supervised practice must follow completion of the Didactic Program in Dietetics and a Baccalaureate degree.

8. **Three-Year Non-Preplanned Experience Program**

(Discontinued.) Provided for the achievement of performance requirements for entry-level dietitians through a three-year, full-time (or equivalent) professional learning experience in dietetics completed by the Associate ADA member.

9. **Traineeship**

(Discontinued.) Provided for the achievement of performance requirements for entry-level dietitians through a twelve- to twenty-four-month individualized, prior approved supervised practice program.

10. **Canadian Reciprocity**

Dietitians who meet education and experience requirements specified by Dietitians of Canada.

11. **Philippine Reciprocity**

Dietitians who meet registration requirements specified by the Philippine Professional Regulation Commission Board of Nutrition–Dietetics.

12. **Dutch Reciprocity**

Dietitians who meet registration requirements specified by the Dutch Association of Dietitians.

13. **Irish Reciprocity**

Dietitians who meet education and experience requirements specified in the reciprocity agreement between the Commission on Dietetic Registration and the Irish Nutrition and Dietetics Institute.

14. **United Kingdom Reciprocity**

Dietitians who meet registration requirements specified in the reciprocity agreement between the Commission on Dietetic Registration and the Dietitians Board of the Council for Professions Supplementary to Medicine in the United Kingdom.

15. **Reregistration**

Dietitians whose registration status lapsed and who wish to become reregistered.

Also for Internship Programs, use the code numbers from the following list to specify the institution where the Didactic Program in Dietetics was verified.

ALABAMA

Coordinated Programs

1412 The University of Alabama, Tuscaloosa

Internship Programs

2052 University of Alabama at Birmingham, Birmingham

2342 Oakwood College, Huntsville

Approved Preprofessional Practice Programs

3145 Oakwood College, Huntsville (closed 8/2001)

Didactic Programs in Dietetics

4002 Auburn University, Auburn

4005 Samford University, Birmingham

4004 Oakwood College, Huntsville

4003 Jacksonville State University, Jacksonville

4008 University of Montevallo, Montevallo

4001 Alabama A&M University, Normal

4007 The University of Alabama, Tuscaloosa

4006 Tuskegee University, Tuskegee

ALASKA

Internship Programs

2346 University of Alaska Anchorage, Anchorage

Approved Preprofessional Practice Programs

3156 University of Alaska–Anchorage, Anchorage (closed 2002)

ARIZONA

Internship Programs

2360 Arizona Dept. of Health Services, Phoenix

2329 Paradise Valley Unified School District, Phoenix

2210 Yavapai County Community Health Care Services, Prescott

2303 Arizona State University East, Mesa

2330 Maricopa County, Dept. of Public Health, Tempe

2277 Carondelet St. Mary's Hospital, Tucson

2053 University Medical Center Support Services, Tucson

Approved Preprofessional Practice Programs

3158 Focus on Nutrition, Phoenix (closed 6/2003)

3155 Paradise Valley Unified School District, Phoenix (closed 12/2000)

3127 Maricopa County Department of Public Health, Tempe (closed 12/2000)

Didactic Programs in Dietetics

4102 Northern Arizona University, Flagstaff (closed 12/2000)

4104 Arizona State University East, Mesa (formerly Tempe)

4103 University of Arizona, Tucson

ARKANSAS

Internship Programs

2195 University of Central Arkansas, Conway

2054 University of Arkansas for Medical Sciences/Central Arkansas Veterans Healthcare System, Little Rock

Didactic Programs in Dietetics

4206 Henderson State University, Arkadelphia

4202 Ouachita Baptist University, Arkadelphia

4205 University of Central Arkansas, Conway

4203 University of Arkansas, Fayetteville

4204 University of Arkansas at Pine Bluff, Pine Bluff

4201 Harding University, Searcy

CALIFORNIA

Coordinated Programs

1405 Loma Linda University, School of Allied Health Professions, Loma Linda

1493 Loma Linda University, School of Public Health, Loma Linda

- 1406 California State University Los Angeles, Los Angeles
 1489 Charles R. Drew University of Medicine and Science, Los Angeles
 (closed 8/2000)

Internship Programs

- 2336 Clinica Sierra Vista, Bakersfield
 2056 University of California–Berkeley, Berkeley
 2225 California State University–Chico, Chico
 2299 California State University–Fresno, Fresno
 2107 Glendale Memorial Hospital and Health Center, Glendale
 2235 Public Health Foundation Enterprises, Irwindale
 2236 California State University–Long Beach, Long Beach
 2280 Center for Child Development and Developmental Disabilities/UAP,
 Children’s Hospital, Los Angeles
 2108 Los Angeles County–USC Healthcare Network, Los Angeles
 2073 VA Greater Los Angeles Healthcare System, Los Angeles
 2142 Napa State Hospital, Napa
 2212 California State University–Northridge, Northridge
 2153 Patton State Hospital, Patton
 2157 California State Polytechnic University, Pomona
 2102 Porterville Developmental Center, Porterville
 2354 Central Valley WIC Dietetic Internship, Reedley
 2356 California State Univ. Sacramento Dietetic Internship, Sacramento
 2355 UC Davis Medical Center Dietetic Internship, Sacramento
 2226 San Diego State University, San Diego
 2362 San Diego WIC Dietetic Internship, San Diego
 2090 VA San Diego Healthcare System, San Diego
 2337 Northeast Valley Health Corporation, WIC Program Dietetic Internship,
 San Fernando
 2196 San Francisco State University, San Francisco
 2057 University of California, San Francisco Medical Center, San Francisco
 2295 San Jose State University, San Jose
 2363 California Polytechnic State University, San Luis Obispo
 2147 Olive View/UCLA Medical Center, Sylmar

Approved Preprofessional Practice Programs

- 3141 University of California, Berkeley, Berkeley (closed 2000)

Didactic Programs in Dietetics

- 4320 Pacific Union College, Angwin (closed 8/2002)
 4315 University of California, Berkeley, Berkeley
 4305 California State University–Chico, Chico
 4316 University of California, Davis
 4306 California State University, Fresno
 4301 California State University, Long Beach
 4302 California State University, Los Angeles
 4321 Pepperdine University, Malibu
 4307 California State University, Northridge
 4303 California State Polytechnic University, Pomona
 4323 California State University, Sacramento
 4322 California State University, San Bernardino
 4312 San Diego State University, San Diego
 4313 San Francisco State University, San Francisco
 4314 San Jose State University, San Jose
 4304 California Polytechnic State University, San Luis Obispo

COLORADO

Internship Programs

- 2125 Penrose–St. Francis Health Services, Colorado Springs
 2364 University of Colorado at Colorado Springs, Colorado Springs
 2158 Tri-County Health Department, Nutrition Services, Englewood
 2173 Colorado State University, Fort Collins
 2222 University of Northern Colorado, Greeley

Didactic Programs in Dietetics

- 4401 Colorado State University, Fort Collins
 4402 University of Northern Colorado, Greeley

CONNECTICUT

Coordinated Programs

- 1437 The University of Connecticut, School of Allied Health, Storrs
 1476 Saint Joseph College, West Hartford

Internship Programs

- 2338 Danbury Hospital, Danbury
 2079 Yale–New Haven Hospital, New Haven
 2159 The University of Connecticut, School of Allied Health, Storrs
 2174 Saint Joseph College, West Hartford

Approved Preprofessional Practice Programs

- 3098 Danbury Hospital, Danbury (closed 10/2001)

Didactic Programs in Dietetics

- 4503 The University of Connecticut, Storrs
 4502 Saint Joseph College, West Hartford
 4505 University of New Haven, West Haven

DELAWARE

Internship Programs

- 2193 University of Delaware, Newark

Didactic Programs in Dietetics

- 4602 Delaware State University, Dover
 4601 University of Delaware, Newark

DISTRICT OF COLUMBIA

Coordinated Programs

- 1471 Howard University, Washington

Internship Programs

- 2189 Sodexo Health Care–Mid Atlantic, Washington (moved to Columbia,
 Maryland 1999)
 2352 U.S. Military Dietetic Internship Consortium–Main, Washington
 2077 U.S. Military Dietetic Internship Consortium, Walter Reed Army
 Medical Center, Washington (refer to 2352 in DC)

Didactic Programs in Dietetics

- 4703 University of the District of Columbia, Washington

FLORIDA

Coordinated Programs

- 1410 Florida International University, Miami

Internship Programs

- 2237 University of Florida, Gainesville
 2198 St. Luke’s Hospital/Mayo Clinic, Jacksonville
 2304 University of North Florida, Jacksonville
 2213 Florida International University, Miami
 2160 Pasco County Health Department, New Port Richey
 2306 Sarasota District Schools, Osprey
 2234 Sarasota Memorial Hospital, Sarasota
 2351 Florida Department of Education, Tallahassee
 2281 Florida State University, Tallahassee
 2130 The James A. Haley Veteran’s Hospital, Tampa

Didactic Programs in Dietetics

- 4805 University of Florida, Gainesville
 4808 University of North Florida, Jacksonville
 4802 Florida International University, Miami
 4803 Florida State University, Tallahassee

GEORGIA

Internship Programs

- 2319 The University of Georgia, Athens
- 2199 Division of Public Health, Georgia Department of Human Resources, Atlanta
- 2078 Emory Hospitals, Atlanta
- 2263 Georgia State University, Atlanta
- 2117 Augusta Area Dietetic Internship, University Hospital, Augusta
- 2340 Life University, Marietta
- 2238 Southern Regional Medical Center, Riverdale

Didactic Programs in Dietetics

- 4909 The University of Georgia, Athens
- 4907 Georgia State University, Atlanta
- 4904 Fort Valley State University, Fort Valley
- 4910 Life University, Marietta
- 4906 Georgia Southern University, Statesboro

HAWAII

Internship Programs

- 2161 University of Hawaii–Manoa, Honolulu (closed 4/2000)

Didactic Programs in Dietetics

- 5001 University of Hawaii–Manoa, Honolulu

IDAHO

Coordinated Programs

- 1460 University of Idaho, Moscow

Internship Programs

- 2162 Idaho State University, Pocatello

Didactic Programs in Dietetics

- 5102 Idaho State University, Pocatello

ILLINOIS

Coordinated Programs

- 1402 University of Illinois at Chicago, Chicago

Internship Programs

- 2175 Southern Illinois University–Carbondale, Carbondale
- 2163 Eastern Illinois University, Charleston
- 2239 Loyola University–Chicago, Chicago
- 2083 Rush University Medical Center, Chicago
- 2200 Northern Illinois University, DeKalb
- 2100 Ingalls Memorial Hospital, Harvey
- 2074 Edward Hines, Jr. VA Hospital, Hines
- 2264 Benedictine University, Lisle
- 2262 Illinois State University, Normal
- 2084 OSF Saint Francis Medical Center, Peoria
- 2126 St. John's Hospital, Springfield
- 2272 University of Illinois at Urbana–Champaign, Urbana

Didactic Programs in Dietetics

- 5208 Olivet Nazarene University, Bourbonnais
- 5212 Southern Illinois University–Carbondale, Carbondale
- 5202 Eastern Illinois University, Charleston
- 5206 Loyola University Chicago, Chicago
- 5219 University of Illinois at Chicago, Chicago
- 5207 Northern Illinois University, DeKalb
- 5218 Benedictine University, Lisle
- 5216 Western Illinois University, Macomb
- 5203 Illinois State University, Normal
- 5201 Bradley University, Peoria
- 5210 Dominican University (formerly Rosary College), River Forest
- 5215 University of Illinois at Urbana–Champaign, Urbana

INDIANA

Coordinated Programs

- 1491 Marian College, Indianapolis (closed 5/2003)
- 1474 Indiana State University, Terre Haute
- 1445 Purdue University, West Lafayette

Internship Programs

- 2348 Purdue University–Calumet, Hammond (closed 8/2003)
- 2240 Indiana University School of Medicine, Indianapolis
- 2143 Ball Memorial Hospital, Muncie
- 2282 Ball State University, Muncie

Approved Preprofessional Practice Programs

- 3142 Purdue University–Calumet, Hammond (closed 2002)

Didactic Programs in Dietetics

- 5305 Indiana University, Bloomington
- 5307 Marian College, Indianapolis (closed 2/2004)
- 5301 Ball State University, Muncie
- 5308 Purdue University, Dept. of Foods and Nutrition, West Lafayette

IOWA

Internship Programs

- 2164 Iowa State University, Dept. of Food Science and Human Nutrition, Ames
- 2058 University of Iowa Hospitals and Clinics, Iowa City

Didactic Programs in Dietetics

- 5402 Iowa State University, Dept. of Food Science and Human Nutrition, Ames
- 5405 University of Northern Iowa, Cedar Falls (closed 9/2003)

KANSAS

Coordinated Programs

- 1400 Kansas State University, Manhattan

Internship Programs

- 2059 University of Kansas Medical Center, Kansas City

Didactic Programs in Dietetics

- 5508 Kansas State University, Dept. of Hotel, Restaurant, Institution Management and Dietetics, Manhattan

KENTUCKY

Coordinated Programs

- 1464 University of Kentucky, Lexington

Internship Programs

- 2296 University of Kentucky, Lexington
- 2060 University of Kentucky Hospital, Lexington
- 2176 Spalding University, Louisville
- 2317 Morehead State University, Morehead
- 2314 Murray State University, Murray
- 2241 Eastern Kentucky University, Richmond

Approved Preprofessional Practice Programs

- 3112 Morehead State University, Morehead (closed 4/2000)

Didactic Programs in Dietetics

- 5601 Berea College, Berea
- 5609 Western Kentucky University, Bowling Green
- 5607 University of Kentucky, Lexington
- 5604 Morehead State University, Morehead
- 5605 Murray State University, Murray
- 5602 Eastern Kentucky University, Richmond

LOUISIANA

Internship Programs

- 2227 Louisiana State University, Baton Rouge
- 2265 Southern University and A&M College, Baton Rouge
- 2201 North Oaks Health System, Hammond
- 2242 University of Louisiana at Lafayette, Lafayette
- 2202 McNeese State University, Lake Charles
- 2051 Touro Infirmary, New Orleans
- 2297 Tulane University, New Orleans
- 2203 Louisiana Tech University, Ruston
- 2361 Nicholls State University, Thibodaux

Didactic Programs in Dietetics

- 5703 Louisiana State University, Baton Rouge
- 5709 Southern University and A & M College, Baton Rouge
- 5711 University of Louisiana at Lafayette, Lafayette
- 5712 McNeese State University, Lake Charles
- 5702 Louisiana Tech University, Ruston
- 5704 Nicholls State University, Thibodaux

MAINE

Internship Programs

- 2204 University of Maine, Orono

Didactic Programs in Dietetics

- 5801 University of Maine, Orono

MARYLAND

Internship Programs

- 2320 Johns Hopkins Bayview Medical Center, Baltimore
- 2214 University of Maryland Medical System, Baltimore
- 2150 National Institutes of Health, Nutrition Dept., Clinical Center, Bethesda
- 2326 University of Maryland—College Park, College Park
- 2189 Sodexo Health Care Services—Mid-Atlantic, Columbia
- 2331 University of Maryland, Eastern Shore, Princess Anne

Approved Preprofessional Practice Programs

- 3124 University of Maryland, Eastern Shore, Princess Anne (closed 12/2000)

Didactic Programs in Dietetics

- 5904 Morgan State University, Baltimore
- 5906 University of Maryland, College Park
- 5907 University of Maryland, Eastern Shore, Princess Anne

MASSACHUSETTS

Coordinated Programs

- 1414 Framingham State College, Framingham

Internship Programs

- 2266 University of Massachusetts, Amherst, Amherst
- 2004 Beth Israel Deaconess Medical Center, Boston
- 2258 Boston University, Boston
- 2040 Brigham and Women's Hospital, Boston
- 2015 Frances Stern Nutrition Center, New England Medical Center, Tufts University, Boston
- 2028 Massachusetts General Hospital, Boston
- 2243 Simmons College, Boston
- 2099 Mount Auburn Hospital, Cambridge
- 2312 Sodexo Health Care Services, Lexington
- 2278 Sodexo/Southcoast Hospital Group Internship, New Bedford

Approved Preprofessional Practice Programs

- 3133 Sodexo Health Care Services, Distance Education Program, Lexington (closed 2000)
- 3133 Sodexo Health Care Services, Lexington (formerly 3164), Waltham

Didactic Programs in Dietetics

- 6009 University of Massachusetts, Department of Nutrition, Amherst
- 6011 Boston University/Sargent College, Boston
- 6007 Simmons College, Boston
- 6004 Framingham State College, Framingham

MICHIGAN

Coordinated Programs

- 1480 Wayne State University, Detroit
- 1441 Eastern Michigan University, Ypsilanti

Internship Programs

- 2152 University of Michigan Hospitals and Health Centers, Ann Arbor
- 2333 University of Michigan School of Public Health, Ann Arbor (Began 4/2001)
- 2339 Andrews University, Berrien Springs
- 2133 Detroit Department of Health and Wellness Promotion, Detroit
- 2018 Harper University Hospital, Detroit
- 2019 Henry Ford Hospital, Detroit
- 2315 Michigan State University, East Lansing
- 2129 Hurley Medical Center, Flint
- 2228 Western Michigan University, Kalamazoo
- 2105 Central Michigan University, Mt. Pleasant
- 2279 Oakland County Health Division, Southfield

Approved Preprofessional Practice Programs

- 3079 University of Michigan Hospitals, Ann Arbor (closed 4/2001)
- 3114 Andrews University, Berrien Springs (closed 10/2001)

Didactic Programs in Dietetics

- 6109 University of Michigan School of Public Health, Ann Arbor
- 6113 Andrews University, Berrien Springs
- 6104 Marygrove College, Detroit (closed 10/2003)
- 6106 Michigan State University, East Lansing
- 6111 Western Michigan University, Kalamazoo
- 6112 Madonna University, Livonia
- 6107 Northern Michigan University, Marquette (closed 12/2003)
- 6102 Central Michigan University, Mount Pleasant

MINNESOTA

Coordinated Programs

- 1487 College of Saint Benedict/Saint John's University, Saint Joseph
- 1438 University of Minnesota, Saint Paul

Internship Programs

- 2267 Fairview—University Medical Center, Minneapolis
- 2259 Minneapolis VA Medical Center, Minneapolis
- 2307 Concordia College, Moorhead
- 2047 Saint Mary's Hospital, Mayo Medical Center, Rochester
- 2048 Regions Hospital, St. Paul (closed 6/2003)
- 2178 University of Minnesota, Saint Paul

Didactic Programs in Dietetics

- 6203 The College of Saint Scholastica, Duluth (closed 6/2002)
- 6205 Minnesota State University, Mankato
- 6209 Concordia College, Moorhead
- 6210 College of St. Benedict/St. John's University, St. Joseph
- 6202 The College of Saint Catherine, Saint Paul
- 6207 University of Minnesota, Saint Paul

MISSISSIPPI

Coordinated Programs

- 1495 Delta State University, Cleveland
- 1463 The University of Southern Mississippi, Hattiesburg (closed 6/2000)

Internship Programs

- 2344 Alcorn State University, Alcorn
- 2275 The University of Southern Mississippi, Hattiesburg

2154 Saint Dominic–Jackson Memorial Hospital, Jackson
2244 Mississippi State University, Mississippi State

Didactic Programs in Dietetics

6306 Alcorn State University, Alcorn State
6304 The University of Southern Mississippi, Hattiesburg
6302 Mississippi State University, Mississippi State
6303 University of Mississippi, University

MISSOURI

Coordinated Programs

1404 University of Missouri–Columbia, Columbia

Internship Programs

2293 Southeast Missouri State University, Cape Girardeau
2284 Missouri Dept of Health and Senior Services, Jefferson City
2194 Missouri Department of Health and Senior Services, Jefferson City
(closed 5/2002)
2274 ARAMARK Healthcare Support Services Saint Joseph Health Center,
Kansas City
2245 DVA Medical Center, Jefferson Barracks Division, Saint Louis
2002 Barnes–Jewish Hospital College of Nursing and Allied Health at
Washington University Medical Center, St. Louis
2045 Saint Louis University, Edward and Margaret Doisy School of Allied
Health Professions, Saint Louis

Didactic Programs in Dietetics

6411 Southeast Missouri State University, Cape Girardeau
6412 Northwest Missouri State University, Maryville
6413 College of the Ozarks, Point Lookout
6406 Southwest Missouri State University, Springfield
6403 Fontbonne University, Saint Louis
6415 Saint Louis University, Edward and Margaret Doisy School of Allied
Health Professions, Saint Louis
6401 Central Missouri State University, Warrensburg

MONTANA

Didactic Programs in Dietetics

6501 Montana State University–Bozeman, Bozeman

NEBRASKA

Internship Programs

2229 University of Nebraska–Lincoln, Lincoln
2096 University of Nebraska Medical Center, Omaha

Didactic Programs in Dietetics

6601 University of Nebraska at Kearney, Kearney
6603 University of Nebraska–Lincoln, Lincoln

NEVADA

Internship Program

2365 University of Nevada–Las Vegas, Las Vegas
2215 University of Nevada–Reno, Reno

Didactic Programs in Dietetics

6702 University of Nevada–Las Vegas, Las Vegas
6701 University of Nevada–Reno, Reno

NEW HAMPSHIRE

Internship Programs

2179 University of New Hampshire, Durham
2301 Keene State College, Keene

Didactic Programs in Dietetics

6804 University of New Hampshire, Durham
6801 Keene State College, Keene

NEW JERSEY

Coordinated Programs

1492 University of Medicine and Dentistry of New Jersey, Jersey City State
College or Thomas Edison State College, Scotch Plains

Internship Programs

2165 College of Saint Elizabeth, Morristown
2091 University of Medicine and Dentistry of New Jersey, School of Health
Related Professions, Scotch Plains
2327 New Jersey Department of Health and Senior Services, Family Health
Services–WIC, Trenton
2285 Sodexo Health Care Services–Helene Fuld Medical Center, Trenton
2350 Montclair State University, Upper Montclair
2366 South Jersey Healthcare Regional Medical Center, Vineland

Approved Preprofessional Practice Programs

3069 Sodexo Health Care Services–Metropolitan New York, East Rutherford
(closed 5/2000)
3161 Montclair State University, Upper Montclair (closed 2002)

Didactic Programs in Dietetics

6901 College of Saint Elizabeth, Morristown
6904 Rutgers University, New Brunswick
6903 Montclair State University, Upper Montclair

NEW MEXICO

Internship Programs

2260 University of New Mexico, Albuquerque

Didactic Programs in Dietetics

7002 University of New Mexico, Albuquerque
7001 New Mexico State University, Las Cruces

NEW YORK

Coordinated Programs

1407 Buffalo State University of New York, SUNY, Buffalo
1490 D'Youville College, Buffalo
1449 Rochester Institute of Technology, Rochester (closed 9/2003)
1411 Syracuse University, Syracuse

Internship Programs

2305 Herbert H. Lehman College, Bronx
2118 VA Medical Center, Bronx
2347 Brooklyn College, Brooklyn
2216 Long Island University/C.W. Post Campus, Brookville
2311 University at Buffalo, SUNY, Buffalo
2318 Sodexo Health Care Services, Metro NY, East Meadow
2217 Queens College–CUNY, Flushing
2223 Cornell University–Ithaca, Ithaca
2353 Aramark Healthcare Support Services, Jamaica
2101 United Health Services Hospitals, Johnson City (closed 6/2000)
2357 North Shore–Long Island Jewish Health System, Manhasset
2286 Columbia University Teachers College, New York
2308 Hunter College–CUNY, New York
2035 NewYork–Presbyterian Hospital, Johnson City
2287 New York University, New York
2190 New York Institute of Technology, Old Westbury
2316 State University of New York at Oneonta, Oneonta
2268 Stony Brook University, Stony Brook
2247 Syracuse University, Syracuse
2321 Marymount College of Fordham University, Tarrytown (closed 5/2001)
2218 The Sage Colleges, Troy
2114 Westchester Medical Center, Valhalla (closed 6/2004)

Approved Preprofessional Practice Programs

- 3115 Brooklyn College, Brooklyn (closed 2002)
3069 Sodexo Health Care Services–Metro New York, New York
3135 ARAMARK Healthcare Support Services–Metropolitan New York, Jamaica (closed 9/2002)

Didactic Programs in Dietetics

- 7104 Herbert H. Lehman College, Bronx
7101 Brooklyn College, Brooklyn
7121 Long Island University/C.W. Post Campus, Brookville
7114 Buffalo State University of New York, SUNY, Buffalo
7110 Queens College–CUNY, Flushing
7103 Cornell University–Ithaca, Division of Nutritional Sciences, Ithaca
7122 Cornell University–Ithaca, School of Hotel Administration, Ithaca (2000)
7105 Hunter College–CUNY, New York
7108 New York University, New York
7123 New York Institute of Technology, Old Westbury
7116 State University of New York at Oneonta, Oneonta
7117 Plattsburgh State University of New York, Plattsburgh
7111 Rochester Institute of Technology, Rochester
7119 Syracuse University, Syracuse
7107 Marymount College of Fordham University, Tarrytown
7120 The Sage Colleges, Troy

NORTH CAROLINA

Coordinated Programs

- 1486 The University of North Carolina at Chapel Hill, Chapel Hill

Internship Programs

- 2186 Appalachian State University, Boone
2288 Western Carolina University, Cullowhee
2248 North Carolina Central University, Durham
2181 University of North Carolina at Greensboro, Greensboro
2182 East Carolina University, Greenville
2155 Meredith College, Raleigh

Didactic Programs in Dietetics

- 7201 Appalachian State University, Boone
7210 The University of North Carolina at Chapel Hill, Chapel Hill
7212 Western Carolina University, Cullowhee
7207 North Carolina Central University, Durham
7203 Bennett College, Greensboro (closed 6/2002)
7206 North Carolina A&T State University, Greensboro
7211 University of North Carolina at Greensboro, Nutrition and Foodservice Systems, Greensboro
7204 East Carolina University, Greenville
7213 Meredith College, Raleigh

NORTH DAKOTA

Coordinated Programs

- 1450 North Dakota State University, Fargo
1442 University of North Dakota, Grand Forks

Internship Programs

- 2289 North Dakota State University, Fargo (closed 12/2001)

Didactic Programs in Dietetics

- 7301 North Dakota State University, Fargo

OHIO

Coordinated Programs

- 1455 The University of Akron, Akron
1498 University of Cincinnati, College of Allied Health Sciences, Cincinnati
1401 The Ohio State University, Columbus
1484 Youngstown State University, Youngstown

Internship Programs

- 2290 Bowling Green State University, Bowling Green
2093 The Christ Hospital, Cincinnati
2017 Good Samaritan Hospital, Cincinnati
2219 Cincinnati Children's Division of Developmental Disabilities, Cincinnati (closed 12/2004)
2007 The University Hospital, Cincinnati (closed 9/2000)
2230 Case Western Reserve University, Cleveland
2145 Cleveland Clinic Foundation, Cleveland
2088 Louis Stokes Cleveland VA Medical Center, Cleveland
2116 MetroHealth Medical Center, Cleveland
2087 University Hospitals of Cleveland, Cleveland
2183 Mount Carmel College of Nursing, Columbus
2206 The Ohio State University School of Allied Medical Professions, Columbus
2291 The Ohio State University, Dept. of Human Nutrition, Columbus
2033 Miami Valley Hospital, Dayton
2341 Kent State University, Kent

Didactic Programs In Dietetics

- 7414 The University of Akron, Akron
7412 Ohio University, Athens
7419 Bluffton University, Bluffton
7403 Bowling Green State University, Bowling Green
7415 University of Cincinnati, Cincinnati
7404 Case Western Reserve University, Cleveland
7411 The Ohio State University, Columbus
7416 University of Dayton, Dayton
7407 Kent State University, Kent
7408 Miami University, Oxford
7409 Notre Dame College of Ohio, South Euclid (closed 9/2001)
7418 Youngstown State University, Youngstown

OKLAHOMA

Coordinated Programs

- 1430 University of Oklahoma Health Sciences Center, Oklahoma City

Internship Programs

- 2166 University of Central Oklahoma, Edmond
2184 University of Oklahoma Health Sciences Center, Oklahoma City
2185 Oklahoma State University, Stillwater

Didactic Programs in Dietetics

- 7501 University of Central Oklahoma, Edmond
7506 Langston University, Langston
7503 University of Oklahoma, Health Sciences Center, Oklahoma City
7502 Oklahoma State University, Stillwater
7507 Northeastern State University, Tahlequah

OREGON

Internship Programs

- 2066 Oregon Health Sciences University, Portland
2187 Mid-Willamette Valley Dietetic Internship, Salem

Didactic Programs in Dietetics

- 7601 Oregon State University, Corvallis

PENNSYLVANIA

Coordinated Programs

- 1466 Pennsylvania Consortium (Edinboro University of Pennsylvania, Gannon University, Mercyhurst College), Edinboro/erie
1478 Seton Hill University, Greensburg
1497 La Salle University, Philadelphia
1481 University of Pittsburgh, Pittsburgh
1428 Marywood University, Scranton

Internship Programs

- 2349 Sodexho Health Care Services, Allentown
- 2148 Geisinger Medical Center, Danville
- 2167 Immaculata College, Immaculata
- 2191 Indiana University of Pennsylvania, Indiana
- 2123 Johnstown Area Dietetic Internship UPMC Lee Regional, Johnstown (closed 11/2001)
- 2168 Family Health Council, Inc., Pittsburgh
- 2044 UPMC Presbyterian Shadyside, Pittsburgh
- 2231 Marywood University, Scranton
- 2332 Marywood University, Distance Education Dietetic Internship, Scranton
- 2322 The Pennsylvania State University, University Park
- 2358 Crozer-Keystone Health System, Upton (closed 11/2003)

Approved Preprofessional Practice Programs

- 3139 Sodexho Health Care Services, Allentown (closed 2002)

Didactic Programs in Dietetics

- 7716 Cedar Crest College, Allentown
- 7708 Messiah College, Grantham
- 7703 Immaculata College, Immaculata
- 7704 Indiana University of Pennsylvania, Indiana
- 7705 Mansfield University, Mansfield
- 7702 Drexel University, Philadelphia
- 7718 LaSalle University, Philadelphia
- 7713 University of Pittsburgh, Pittsburgh
- 7706 Marywood University, Scranton
- 7709 The Pennsylvania State University, University Park
- 7717 West Chester University, West Chester

PUERTO RICO

Internship Programs

- 2080 Puerto Rico Department of Health, San Juan
- 2067 University of Puerto Rico, College of Health Related Professions, Medical Sciences Campus, San Juan
- 2068 VA Medical Center, San Juan

Didactic Programs in Dietetics

- 7802 University of Puerto Rico, San Juan

RHODE ISLAND

Internship Programs

- 2292 University of Rhode Island, Kingston

Didactic Programs in Dietetics

- 7902 University of Rhode Island, Kingston
- 7903 Johnson & Wales University, Providence

SOUTH CAROLINA

Internship Programs

- 2224 Medical University of South Carolina, Charleston
- 2359 Clemson University, Clemson
- 2249 South Carolina Department of Health and Environmental Control, Columbia
- 2169 Winthrop University, Rock Hill

Didactic Programs in Dietetics

- 8006 Clemson University, Clemson
- 8004 South Carolina State University, Orangeburg
- 8005 Winthrop University, Rock Hill

SOUTH DAKOTA

Coordinated Programs

- 1494 Mount Marty College, Yankton

Internship Programs

- 2335 The University of South Dakota, Sioux Falls

Approved Preprofessional Practice Programs

- 3106 South Dakota University Affiliated Program, The University of South Dakota, Vermillion (closed 8/2001)

Didactic Programs in Dietetics

- 8102 South Dakota State University, Brookings
- 8101 Mount Marty College, Yankton

TENNESSEE

Internship Programs

- 2170 East Tennessee State University, Johnson City
- 2171 The University of Tennessee–Knoxville, Knoxville
- 2250 The University of Tennessee at Martin, Martin
- 2149 The University of Memphis, Memphis
- 2128 National Health Care Corporation, Murfreesboro
- 2345 Lipscomb University, Nashville
- 2076 Vanderbilt University Medical Center, Nashville

Didactic Programs in Dietetics

- 8214 University of Tennessee at Chattanooga, Chattanooga
- 8211 Tennessee Technological University, Cookeville
- 8215 Carson-Newman College, Jefferson City
- 8204 East Tennessee State University, Johnson City
- 8212 The University of Tennessee–Knoxville, Knoxville
- 8213 The University of Tennessee at Martin, Martin
- 8207 The University of Memphis, Memphis
- 8208 Middle Tennessee State University, Murfreesboro
- 8203 Lipscomb University, Nashville
- 8210 Tennessee State University, Nashville

TEXAS

Coordinated Programs

- 1469 The University of Texas at Austin, Austin
- 1443 University of Texas Southwestern Medical Center at Dallas, Dallas
- 1485 The University of Texas–Pan American, Edinburg
- 1454 Texas Christian University, Fort Worth

Internship Programs

- 2309 Texas WIC Dietetic Internship, Texas Department of Health, Austin
- 2343 Lamar University, Beaumont
- 2111 Texas A&M University, College Station
- 2003 Baylor University Medical Center, Dallas
- 2085 Presbyterian Hospital of Dallas, Dallas
- 2220 Texas Woman's University, Denton
- 2005 U.S. Military Dietetic Internship Consortium, Brooke Army Medical Center, Fort Sam Houston (refer to 2352 in Washington, DC)
- 2075 Michael E. DeBakey VA Medical Center, Houston
- 2097 Texas Woman's University, Houston
- 2211 University of Houston, Houston
- 2255 University of Texas Health Science Center–Houston, Houston
- 2328 Sam Houston State University, Huntsville
- 2156 Texas A&M University–Kingsville, Kingsville
- 2325 Wilford Hall Medical Center, Lackland AFB (refer to 2352 in Washington, DC)
- 2138 Texas Tech University, College of Home Sciences, Lubbock
- 2334 Stephen F. Austin State University, Nacogdoches
- 2256 Prairie View A & M University, Prairie View
- 2269 University of the Incarnate Word, San Antonio
- 2251 Texas State University–San Marcos, San Marcos

Approved Preprofessional Practice Programs

- 3162 Lamar University, Beaumont (closed 8/2001)
3144 Stephen F. Austin State University, Nacogdoches (closed 4/2001)

Didactic Programs in Dietetics

- 8301 Abilene Christian University, Abilene
8320 The University of Texas at Austin, Austin
8304 Lamar University, Beaumont
8325 Texas A&M University, College Station
8318 Texas Woman's University, Denton
8314 Texas Christian University, Fort Worth
8315 Texas Southern University, Houston
8319 University of Houston, Houston
8308 Sam Houston State University, Huntsville
8313 Texas A&M University–Kingsville, Kingsville
8316 Texas Tech University, Lubbock
8311 Stephen F. Austin State University, Nacogdoches
8307 Prairie View A&M University, Prairie View
8303 University of the Incarnate Word, San Antonio
8309 Texas State University–San Marcos, San Marcos
8327 Tarleton State University, Stephenville (closed 6/2004)
8326 Baylor University, Waco

UTAH

Coordinated Programs

- 1422 Utah State University, Logan
1488 University of Utah, Salt Lake City

Internship Programs

- 2310 Utah State University–Salt Lake, Murray
2276 Brigham Young University, Provo

Didactic Programs in Dietetics

- 8403 Utah State University, Logan
8401 Brigham Young University, Provo

VERMONT

Didactic Programs in Dietetics

- 8501 University of Vermont, Burlington

VIRGINIA

Internship Programs

- 2232 Virginia Polytechnic Institute and State University, Blacksburg
2092 University of Virginia, Health System, Charlottesville
2270 James Madison University, Harrisonburg
2188 Virginia State University, Petersburg
2323 Radford University, Radford
2029 Virginia Commonwealth University Health System, Richmond
2298 Virginia Department of Health, Richmond

Didactic Programs in Dietetics

- 8605 Virginia Polytechnic Institute and State University, Blacksburg
8603 James Madison University, Harrisonburg
8607 Norfolk State University, Norfolk
8606 Virginia State University, Petersburg
8604 Radford University, Radford

WASHINGTON

Coordinated Programs

- 1470 Washington State University, Pullman

Internship Program

- 2192 Central Washington University, Ellensburg
2252 Bastyr University, Kenmore
2257 Sea Mar Community Health Center, Seattle
2253 University of Washington, Seattle
2254 Washington State University–Spokane, Spokane

Didactic Programs in Dietetics

- 8707 Central Washington University, Ellensburg
8709 Bastyr University, Kenmore
8705 Washington State University, Pullman
8708 Seattle Pacific University, Seattle
8703 University of Washington, Seattle

WEST VIRGINIA

Internship Programs

- 2233 Marshall University, Huntington
2209 West Virginia University, Morgantown
2136 West Virginia University Hospitals, Inc., Morgantown

Didactic Programs in Dietetics

- 8804 West Virginia Wesleyan College, Buckhannon (closed 2000)
8801 Marshall University, Huntington
8803 West Virginia University, Morgantown

WISCONSIN

Coordinated Programs

- 1453 Viterbo University, La Crosse
1459 University of Wisconsin–Madison, Madison
1415 Mount Mary College, Milwaukee

Internship Programs

- 2273 University of Wisconsin–Green Bay, Green Bay
2261 Viterbo University, LaCrosse
2069 University of Wisconsin Hospital and Clinics, Madison
2221 University of Wisconsin–Stout, Menomonie
2271 Mount Mary College, Milwaukee

Approved Preprofessional Practice Programs

- 3092 Viterbo University, LaCrosse (closed 1998)
3080 University of Wisconsin Hospital and Clinics, Madison (closed 6/2000)

Didactic Programs in Dietetics

- 8903 University of Wisconsin–Green Bay, Green Bay
8905 University of Wisconsin–Madison, Dept. of Nutritional Sciences, Madison
8907 University of Wisconsin–Stout, Menomonie
8906 University of Wisconsin–Stevens Point, Stevens Point

WYOMING

Didactic Programs in Dietetics

- 9001 University of Wyoming, Laramie

TESTING OF APPLICANTS WITH DISABILITIES

The Commission on Dietetic Registration makes every reasonable effort to accommodate applicants for the Registration Examination for Dietitians who have a disability as that term is defined in the Americans with Disabilities Act of 1990.

In an effort to make the Registration Examination for Dietitians equally accessible to applicants with disabilities, accommodations are made available for applicants with diagnosed physical, mental, sensory, or learning disabilities, who can provide appropriate documentation. For example, a reader, someone to record answers, a separate testing room, and/or extra testing time may be requested. Reasonable efforts will be made to provide accommodations for applicants with disabilities.

If you are requesting accommodations due to your disability, you must follow these guidelines:

1. Submit the following with your application materials:
 - your own written request for accommodations, including a detailed description of your disability and a detailed description of the accommodations you believe are necessary for you to take the examination
 - current documentation (prepared within the last five years by your physician or other qualified specialist licensed or certified to diagnose and treat your disability) setting forth in detail the diagnosis, treatment provided, the last date of treatment and/or consultation with the qualified professional, and an explanation of the need for the requested accommodations
 - a detailed statement or other documentation regarding accommodations that have been made in the recent past. Include a telephone number at which you may be reached during the day.

Documentation for accommodations appropriate for diagnoses of **cognitive disabilities** should include:

- a description of the presenting problem(s) and its developmental history;
- a neuropsychological or psychoeducational evaluation with reports of **aptitude** assessments using a complete comprehensive battery (e.g., Woodcock-Johnson Psychoeducational Battery—Revised: Tests of Cognitive Ability, Wechsler Adult Intelligence Scale-III, etc.);
- a complete **achievement** battery including current levels of academic functioning in relevant areas such as reading (decoding and comprehension) and written language (e.g., Woodcock-Johnson

Psychoeducational Battery—Revised: Tests of Achievement, the Nelson-Denny Reading Skills Test, the Scholastic Abilities Test for Adults, etc.);

- an assessment of **information processing** (e.g., short- and long-term memory, sequential memory, processing speed, executive functioning, etc.) using appropriate instruments (e.g., Wechsler Memory Scale, relevant subtests from the Woodcock-Johnson Psychoeducational Battery—Revised: Tests of Cognitive Ability, etc.);
- **and** other appropriate assessment measures to help support a differential diagnosis or to disentangle the cognitive disability from co-existing neurological and/or personality disorders.

All tests must be reliable, valid, and standardized for use with an adult population and all standard scores and percentiles (including subtests) must be provided. The diagnostician must provide a specific diagnosis and show evidence that alternative explanations can be ruled out.

For diagnoses of Attention Deficit/Hyperactivity Disorder (ADHD) relevant batteries as described above should be provided to determine patterns supportive of attention problems. The report should **also** include a measure of reading speed as well as a review of DSM-IV diagnostic criteria for ADHD and specify which symptoms that cause impairment were present in childhood and which current symptoms have been present for at least the past six months.

2. **If additional testing time is requested, you must include a request for a precise amount of additional time such as time and a half or one-third more time.** A request for an untimed examination is not sufficiently precise. You must submit current documentation (prepared within the last five years by your physician or other qualified specialist licensed or certified to diagnose and treat your disability) setting forth the precise amount of additional time recommended by the physician or other qualified professional **as well as the basis for the additional testing time requested.**
3. Apply as far as possible in advance so that sufficient time will be allowed to make the proper arrangements.
4. Send all materials **together**. Do not ask your physician or other qualified professional, or any other individual or agency providing documentation, to send materials to ACT separate from your application. Due to the number of applications received, it is not possible to guarantee that materials can be matched and that an applicant's materials will be complete. Materials **may be returned** to you if any of the above information is not included.

It is your responsibility to notify ACT of the need for accommodations at the time you apply for the examination. ACT may refuse accommodations to an applicant who fails to provide adequate notice accompanied by complete documentation as set forth above. ACT reserves the right to independently evaluate documentation submitted by examinees who request accommodations.

TEST CENTER INFORMATION

Authorization to Test

Eligible candidates are authorized to test for a one-year period beginning on the date of authorization indicated in the *Authorization to Test Letter* sent to the candidate by CDR's testing agency, ACT. Authorization expires when the:

- candidate takes the examination;
- one-year authorization period ends;
- candidate fails to cancel the testing appointment within the specified timeline (see page 25, Canceling an Appointment);
- candidate arrives late for the scheduled testing appointment (see page 25, Late Arrivals);
- candidate does not complete the examination during the test appointment (see page 26, Rules for the Examination).

Candidates seeking reauthorization must contact the Commission on Dietetic Registration, 120 South Riverside Plaza, Suite 2000, Chicago, Illinois 60606-6995, by telephone (312/899-4859), or by fax (312/899-4772) to request an examination application. The request should include name, reason for retesting, and **CDR/ADA identification number, (see page 1, II, Section A, 2).** The authorization number should not be confused with the CDR/ADA ID number. Expired applications or photocopies of applications will not be accepted. Candidates are required to complete the application and pay the current application fee to be reauthorized to test.

Test Administration

The Registration Examination for Dietitians is administered at over two hundred and twenty-five (225) ACT Centers™ in the U.S. and Puerto Rico. A current list of test centers and telephone numbers will be included with the *Authorization to Test Letter*.

Appointment Scheduling

The *Authorization to Test Letter* includes instructions for scheduling your testing appointment at the ACT Centers. The phone number provided is only valid for scheduling appointments.

Changing an Appointment

Candidates may change the scheduled testing appointment by contacting the scheduling center 48 business hours in advance of the scheduled testing appointment date.

Canceling an Appointment

Candidates may cancel an appointment by notifying the scheduling center at least 48 business hours in advance of the scheduled testing appointment. Candidates must speak with an ACT representative to validate the cancellation of an appointment. Cancellations left on voice mail will not be honored/accepted. Candidates who do not keep their scheduled testing appointment and do not cancel their appointment within the established deadline (see Changing an Appointment) will forfeit the examination application fee and authorization to test. Candidates must contact the Commission on Dietetic Registration at 312/899-4859 to be reauthorized to test. Candidates will be required to complete another examination application and again pay the current examination application fee.

Late Arrivals

Candidates who arrive late for their testing appointment will not be seated. Candidates must contact the Commission on Dietetic Registration at 312/899-4859 to be reauthorized to test. Candidates will be required to complete another examination application and again pay the current examination application fee.

Admission to Examination

The *Authorization to Test Letter* must be presented in order to gain admission to the ACT Center. In addition, each candidate must present valid, government-issued photo identification (e.g., driver's license, state-issued identification card or passport). The identification must reflect the candidate's current legal name and address and match the same information on the *Authorization to Test Letter*. Workplace, college, or university identification will not be accepted.

All candidates are required to place all personal belongings in secured storage facilities.

If extreme weather conditions prohibit travel to the test center, the candidate must contact ACT by telephone (319/337-1315) within three days after the scheduled examination date in order to be reauthorized to take the examination at no cost to the candidate. Examination appointments that the test center cancels due to weather or other emergency conditions may be rescheduled at no cost to the candidate.

Rules for the Examination

1. Sharing information relative to examination content with examination candidates, educators, and examination review course sponsors compromises the security, integrity, and reliability of the examination.
2. No books, papers, or other reference materials may be taken into the examination room.
3. A calculator is provided to each exam candidate. Examinees are not permitted to bring their own calculator.
4. No questions concerning content of the examination may be asked during the examination period. The candidate should listen carefully to instructions given by the Proctor and should carefully read the directions in the examination tutorial.
5. No test materials, documents, or memoranda of any sort are to be taken from the examination room.
6. No food or drink may be taken into the examination room. Candidates who have a medical reason for needing food or drink during the test session must provide documentation to ACT with the application form.
7. Candidates must have the Proctor's permission to leave the room during the examination. Candidates will not be allowed additional time to make up for lost time.
8. The Proctor may dismiss a candidate from the examination for any of the following reasons:
 - if a candidate's admission to the examination is unauthorized;
 - if a candidate creates a disturbance, is abusive or otherwise uncooperative;
 - if a candidate gives or receives help, or is suspected of doing so;
 - if a candidate attempts to remove test materials or notes from the test center;
 - if a candidate attempts to take the examination for someone else.
9. No visitors will be allowed at the test center.
10. Examination candidates must see and respond to the minimum number of examination questions (125) in order for the exam to be scored.

FEES AND REFUNDS

Examination Application Fee

The examination fee is separate from the ADA membership application fee, membership dues, and CDR registration maintenance fee.

The entire examination fee of \$125.00 **must** be paid at the time of registration. The fee must be charged to a

VISA or MasterCard, or be in the form of a check, cashier's check, or money order, payable in U.S. dollars and drawn on a bank in the United States. Website application accepts credit cards only. Make check or money order payable to:

DIETETIC REGISTRATION

Do not send cash.

Applications accompanied by incorrect fees will be returned.

The **complete** application and fee must be submitted by the designated postmark deadline date as described under Examination Application on page 1.

Examination Application Fee Refunds

Examination application fees will not be refunded. Candidates may cancel the testing appointment and apply the examination fee to the new testing appointment fee, provided:

- the candidate contacts the ACT Center before noon at least two business days before the scheduled appointment;
- the candidate authorization to test period does not expire on or prior to the new testing appointment. If the authorization to test period expires before a new testing appointment can be made, the candidate must contact the Commission on Dietetic Registration to be reauthorized to test and pay another examination application fee.

Refunds are not provided for candidates who fail the examination.

REPORT OF RESULTS

Examinees will receive score results onscreen. As they leave the ACT Center test site following the completion of the examination, they will also receive a printed score report. The examinee score report will provide the examinee's scaled score required to pass the examination. All test results are subject to verification by CDR.

The examination is scored on a scale of 1–50. The scaled score required to pass the examination is always 25. However, the number of questions the examinee must answer correctly to obtain the scaled score of 25 varies from one examination to another. This is because each examination includes a different set of questions. Based on examinee responses over time, we know that some questions may be slightly easier or more difficult than others.

The computer-adaptive test format evaluates the examinee's performance compared to the passing standard

for the examination. The passing standard for the dietitian's examination was established with the implementation of the current test specifications.

In addition to monitoring the examinee's performance, the computer also monitors the difficulty level of the questions administered. If the examinee receives an examination that is slightly more difficult, fewer questions need to be answered correctly to pass the examination. Conversely, if the examinee receives a slightly easier examination, more questions must be answered correctly to pass the examination. This process ensures that examinees are neither rewarded nor penalized because they took an easier or more difficult examination.

In order to protect the security and integrity of the Registration Examination for Dietitians, the Commission on Dietetic Registration does not release to examinees the examination questions or the correct answers.

Score Verification

Examinees may have their examination score verified in writing by completing the Score Verification Request form. To request a form, call 319/337-1315 or write to Dietetic Registration (82), ACT, P.O. Box 168, Iowa City, IA 52243-0168. The form and required fee of \$30.00 must be submitted to the Commission on Dietetic Registration at the following address:

Commission on Dietetic Registration
120 South Riverside Plaza
Suite 2000
Chicago, Illinois 60606-6995

or by fax 312/899-4772 (credit card payments only).

Examination Reauthorization

An examinee who fails the examination or whose authorization has expired (See Authorization to Test, page 24) must contact the Commission on Dietetic Registration in writing or by telephone to be reauthorized. An examination application will **not** be automatically sent to examinees who must be reauthorized. Examinees will be allowed to retest 45 days after taking the examination unsuccessfully.

Appeals Procedure

The Appeals Panel of the Commission on Dietetic Registration evaluates requests to review adverse decisions. The applicant must submit a written petition to the Commission on Dietetic Registration, 120 South Riverside Plaza, Suite 2000, Chicago, Illinois 60606-6995, within seven (7) calendar days after notification of an adverse decision.

Confidentiality

The Commission on Dietetic Registration will verify registration status to licensure boards, employees, and the public upon written and verbal request. Examination data and examination scores will not be released without written authorization from the candidate.

CONTENT OF THE EXAMINATION

The examination encompasses five domains: Food and Nutrition (15%); Clinical and Community Nutrition (40%); Education and Research (7%); Food and Nutrition Systems (18%); and Management (20%). The examination includes questions that are intended to test at either the comprehension or application level. Comprehension questions require accurate understanding of concepts, principles, and procedures, and include the ability to translate information presented in different formats, such as graphs, tables, and formulas. Questions at the application level generally involve using information or knowledge to solve a problem, make a decision, select a course of action, and so on.

The examination is computer based and variable length. Each examinee will be given a minimum of one hundred and twenty-five (125) questions; one hundred (100) scored questions and twenty-five (25) pretest questions. The maximum number of questions possible is one hundred and forty-five (145); one hundred and twenty (120) scored questions and twenty-five (25) unscored pretest questions. In order to receive a passing or a failing score report, the examinee **must** complete between 125–145 questions. During the examination, if the examinee does not complete the minimum of 125 questions (for whatever reason), he/she will receive a failing score report. Pretesting is done to see how well items perform before they are used in the scored portion of any examination. The pretest questions cannot be distinguished from those that will be scored, so it is important that examinees answer all questions.

All of the questions on the examination are intended to be practice-related. The sample questions presented on page 34 of this *Handbook* are at the same level as those that appear in the examination. Questions from any of the five content domains can appear anywhere in the examination; they are intermingled and do not appear in content order.

REGISTRATION EXAMINATION FOR DIETITIANS TEST SPECIFICATIONS

	Percent of Exam
I. Food and Nutrition	15%
A. Food Science, Food Safety, Nutrient Composition of Foods	
B. Nutrition and Supporting Sciences	
II. Clinical and Community Nutrition	40%
A. Nutrition Screening and Assessment	
B. Normal Nutrition/Health Promotion/ Disease Prevention	
C. Medical Nutrition Therapy	
III. Education and Research	7%
A. Counseling	
B. Education and Training	
C. Research	
IV. Food and Nutrition Systems	18%
A. Menu Planning	
B. Purchasing, Production, Distribution and Service	
C. Safety and Sanitation	
D. Facility Planning	
V. Management	20%
A. Human Resources	
B. Finance and Materials	
C. Marketing Products and Services	
D. Functions and Characteristics	
E. Quality Improvement	

The Registration Examination for Dietitians is designed to evaluate a dietitian's ability to perform at the entry level. The examination content domains and topics are outlined below. The content domains and assigned weights reflect the results of the 2002 Dietetics Practice Audit, Employer Focus Groups/Interview Data, and professional consensus.

DOMAIN I—FOOD AND NUTRITION (15%)

TOPIC A—Food Science, Food Safety, Nutrient Composition of Foods

1. Food science: physical and chemical properties of food and scientific basis for preparation and storage
2. Food microbiology
3. Nutrient composition of food

TOPIC B—Nutrition and Supporting Sciences

1. Principles of normal nutrition
2. Principles of physiology and biochemistry as related to nutrition

DOMAIN II—NUTRITION: CLINICAL AND COMMUNITY (40%)

TOPIC A—Nutrition Screening and Assessment

1. Screening
2. Assessment of individuals: collection and interpretation of data
3. Assessment of groups

TOPIC B—Normal Nutrition/Health Promotion/Disease Prevention

1. Dietary guides and practices
2. Planning nutrition care—individuals
3. Implementing care plans
4. Continuity of nutrition care
5. Community nutrition programs and services

TOPIC C—Medical Nutrition Therapy

1. Planning and intervention
2. Implementing care plans
3. Evaluating nutrition care

DOMAIN III—EDUCATION AND RESEARCH (7%)

TOPIC A—Counseling

1. Interviewing
2. Counseling—individuals and groups

TOPIC B—Education and Training

TOPIC C—Research

1. Types of research and research design
2. Statistical evaluation, interpretation, and application

DOMAIN IV—FOOD AND NUTRITION SYSTEMS (18%)

TOPIC A—Menu Planning

1. Types of menus
2. Menu development

TOPIC B—Purchasing, Production, Distribution, and Service

1. Purchasing, receiving, and inventory management
2. Principles of quantity food preparation and processing
3. Food production control procedures
4. Distribution
5. Service

TOPIC C—Safety and Sanitation

1. Safety
2. Sanitation and food safety

TOPIC D—Facility Planning

1. Facility layout
2. Equipment selection

DOMAIN V—MANAGEMENT (20%)

TOPIC A—Human Resources

1. Recruitment and Selection
2. Employment process

TOPIC B—Finance and Materials

1. Budget development/resource allocation
2. Financial status: monitoring, evaluation, and control

TOPIC C—Marketing Products and Services

1. Marketing analysis and strategies
2. Pricing strategies

TOPIC D—Functions and Characteristics

1. Management functions
2. Management characteristics

TOPIC E—Quality Improvement

1. Regulatory guidelines (e.g., federal/state, JCAHO, other)
2. Process

SAMPLE QUESTIONS

The following sample questions are illustrative of those found in the examination.

1. The first step in assuring a quality program for clinical dietetics practice is to:
 - A. compare the productivity of the clinical staff to national means.
 - B. monitor the quality of the documentation in the medical record.
 - C. review current standards of practice.
 - D. develop a tool to measure the amount of work done by the clinical dietitians.
2. Which of the following special supplemental nutrition programs requires that participants be at nutritional risk?
 - A. Head Start Program
 - B. Food Stamp Program
 - C. Commodity Supplemental Food Program (CSFP)
 - D. Special Supplemental Foods Program for Women, Infants, and Children (WIC)
3. Which of the following microorganisms are the primary cause of foodborne illness?
 - A. Viruses
 - B. Bacteria
 - C. Protozoa
 - D. Parasites
4. A diet containing 3000 mg sodium has how many mEq of sodium?
 - A. 69
 - B. 77
 - C. 117
 - D. 130

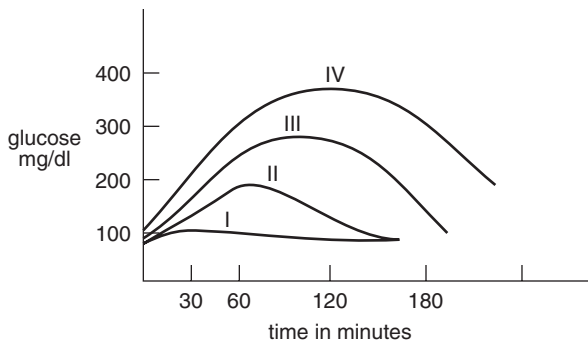
5. Consider the following meal:

3 oz baked skinless chicken breast
1/2 cup green beans
1/2 cup baked potato
1 slice bread
1/2 cup strawberries
2 tsp margarine
1 cup 2% milk
1/2 cup ice cream (vanilla)

How many grams of fat are in this meal?

- A. 20
 - B. 30
 - C. 40
 - D. 50
6. Which of the following responses illustrates the interviewing strategy of reflection?
 - A. "Yes, go on."
 - B. "You said you'd like to reduce..."
 - C. "I experienced a similar situation."
 - D. "How do you perceive your body image?"
 7. Which of the following dishmachine cleaning schedules is most appropriate?
 - A. Drain tanks and rinse machine daily.
 - B. Drain tanks and rinse machine after each meal.
 - C. Drain tanks after each meal and rinse machine daily.
 - D. Drain tanks after each meal and rinse machine weekly.
 8. All of the following factors are considered when planning employee schedules. Which is the most important factor?
 - A. Amount of working space available per person
 - B. Skill of available personnel
 - C. Number of available personnel
 - D. Production requirements of the operation
 9. End products of bacterial fermentation of malabsorbed carbohydrate are:
 - A. lactic acid, alpha ketoglutaric acid and carbon dioxide
 - B. lactic acid, hydrogen and methane
 - C. short chain fatty acids, hydrogen and carbon dioxide
 - D. carbon dioxide, hydrogen and pyruvate

10. Which of the glucose tolerance curves shown below is most likely to represent lactase deficiency in a patient who has just ingested 50 g of lactose?



- A. I
 B. II
 C. III
 D. IV
11. What are the most important data to consider when forecasting the amount of food to be prepared?
- A. Holiday and weekend volume
 B. Skill levels of employees
 C. Food-item selection statistics
 D. Weather conditions and temperatures
12. A dietitian lobbying for specific legislative action should:
- A. prioritize issues and be prepared to compromise on less important issues.
 B. work alone rather than risk having a difference of opinion with members of a coalition.
 C. know the exact goals for the bill and work diligently to ensure that all issues are included.
 D. speak with the legislator to learn more about the issues before expressing an opinion.

13. Which of the following changes in design would improve the efficiency of resource flow in this food-service facility?



- A. Reverse storage and dishroom areas
 B. Reverse production and storage areas
 C. Reverse storage and service areas
 D. Reverse dishroom and production areas
14. Before recommending nutrition management of a patient with end stage renal disease who is on hemodialysis, the dietitian needs information about the:
- A. serum potassium level.
 B. specific gravity of the urine.
 C. patient's usual intake of carbohydrates.
 D. patient's intake of iron before hospital admission.
15. Costs in which area are most likely to be evaluated first following an announcement of a budget reduction?
- A. Food
 B. Labor
 C. Equipment and maintenance
 D. General nonfood supplies
16. Five hundred people become ill with acute gastroenteritis 4–6 hours after eating custard pie. Which bacteria is the most likely cause?
- A. Campylobacter jejuni
 B. Vibrio parahaemolyticus
 C. Staphylococcus aureus
 D. Listeria monocytogenes

ANSWER KEY

- | | | | |
|------|------|-------|-------|
| 1. C | 5. B | 9. C | 13. A |
| 2. D | 6. B | 10. A | 14. A |
| 3. B | 7. B | 11. C | 15. B |
| 4. D | 8. D | 12. A | 16. C |

REFERENCES

The following references have been consolidated and arranged into two groups: Food and Nutrition Services, and Foodservice Systems/Management. The Food and Nutrition Services references relate directly to domains I, II, and III. The Foodservice Systems/Management sources relate directly to domains IV and V. Examination candidates may use other, equivalent sources for review.

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**COMMISSION ON DIETETIC REGISTRATION
COMPUTER-BASED TESTING
FACT SHEET**

Q. Why did CDR choose to implement computerized testing for its entry-level examinations?

- A. The Commission made the decision to implement computerized testing for the entry-level examinations because it recognized the many advantages it offers to examinees. These include:
- Flexible test administration dates; examinees can schedule testing throughout the year;
 - Retesting available forty-five (45) days following the previous test date;
 - Unique examination based on each examinee's entry-level competence; and
 - Score reports distributed to examinees as they leave the test site, eliminating the six-week waiting period required with paper-and-pencil testing.

Q. What is the difference between computer-based testing (CBT) and computer-adaptive testing (CAT)?

- A. **Computer-based testing (CBT)** is an umbrella term used to describe several types of examinations administered by computer. These tests may range from conventional multiple-choice tests administered on a personal computer to virtual reality simulations.

Computer-adaptive testing (CAT) is a specific type of computer-based testing. An adaptive test is commonly shorter than a traditional paper-and-pencil test. CAT also results in more measurement efficiency as it administers questions that provide the most important information about the examinee's competence.

Q. Where will the computerized examinations be administered?

- A. CDR's testing agency, ACT, has developed its own testing network to administer the examinations at over two hundred and twenty-five (225) approved test sites in the U.S. and Puerto Rico, located in universities and community colleges. More centers are scheduled to become available in 2005. Candidates will receive the most updated test center listing at the time of test registration. Centers are subject to change.

Q. How often will the computerized examinations be administered?

- A. The examinations will be administered year round at over two hundred and twenty-five (225) ACT Centers in the U.S. and Puerto Rico. All test sites are open Monday through Friday with some centers also open on Saturday and Sunday. Eligible candidates will be instructed to call a toll free number to schedule an appointment to take the examination.

Q. How much is the application fee?

- A. The application fee for dietitians is \$125.00 and \$80.00 for dietetic technicians.

Q. Will the examination application, sent with the *Handbook for Candidates by ACT*, expire?

- A. The examination application expires one year after it is issued by ACT. (Refer to page 1 of the *Handbook for Candidates*.) If you do not complete the examination application within this one-year time period, you must contact the Commission on Dietetic Registration to request a new application.

Q. Does the authorization to take the examination expire?

- A. Yes. The CDR authorization expires after the test is taken or one (1) year after authorization, whichever occurs first. This means that if examinees are unsuccessful they must contact CDR in order to take the test again. It is important to note that some employers and licensure boards may establish shorter limits on the testing authorization period.

Q. How many questions will be on the Registration Examination for Dietitians?

- A. The examination will be variable length. Each examinee will be given, **and must receive, a minimum** of one hundred and twenty-five (125) questions: one hundred (100) scored questions and twenty-five (25) pretest questions **in order for the examination to be scored**. The maximum number of questions possible is one hundred and forty-five (145): one hundred and twenty (120) scored questions, and twenty-five (25) unscored pretest questions.

Q. How often does the examination content outline (test specifications) change?

A. The content outline changes following the review and analysis of the Dietetics Practice Audit. The last Audit was conducted in 2000. The new content outline took effect in September 2002. (Domain I: Food and Nutrition—15%; Domain II: Clinical and Community Nutrition—40%; Domain III: Education and Research—7%; Domain IV: Food and Nutrition Systems—18%; Domain V: Management—20%).

Q. How many questions will be on the Registration Examination for Dietetic Technicians?

A. The examination will be variable length. Each examinee will be given, **and must receive, a minimum** of one hundred and ten (110) questions; eighty (80) scored questions and thirty (30) pretest questions **in order for the examination to be scored.** The maximum number of questions possible is one hundred and thirty (130); one hundred scored questions and thirty (30) unscored pretest questions.

Q. Why are there more pretest questions on the Registration Examination for Dietetic Technicians than the Registration Examination for Dietitians?

A. It is important that new questions be pre-tested for both examinations on a regular basis. The Registration Examination for Dietetic Technicians was only administered once per year until 1996 and, coupled with a small examinee volume, reduced the number of pretest questions administered each year. With computerized testing and year round administration, CDR can pretest more questions and increase the bank of questions.

Q. How much time will examinees have to complete the examination?

A. Examinees will be allowed three (3) hours to take the examination and complete an introductory tutorial. The timer/clock will begin with question one of the examination. Examinees will have two and one-half (2 1/2) hours to complete the examination once the timer/clock begins. The examinee will have the option to hide the clock during the examination.

Q. Will a calculator be provided at the test center?

A. Yes. A simple calculator is provided at the centers. Examinees are not permitted to bring their own calculator. Each calculator should be examined and tested prior to the beginning of the examination.

Q. Will the test questions be in multiple-choice format?

A. Yes. The question format continues to remain the same as it had been on the paper-and-pencil examination. (Refer to the sample questions.)

Q. Will the test questions be numbered?

A. Yes. The examination questions will be numbered.

Q. Will examinees be allowed to change question responses, skip questions, or review question responses?

A. No. Each question will require a response in order to continue the examination process. Once an examinee answers a question and continues to the next question, the examinee is not permitted to review or change previous examination questions/responses.

Q. Will there be staff available at the test center in case the computer malfunctions?

A. Yes. Each test center will be staffed with personnel to assist examinees in the event of a computer malfunction. Examinees will be asked to wait approximately forty-five minutes while the computer problem is investigated. If it is not possible to resolve the problem in this timeframe, examinees will be rescheduled to test as soon as possible.

Q. How should I report scheduling or onsite testing problems?

A. If you experience difficulty either during scheduling or testing, please contact ACT at 319/337-1315.

Q. Will the Commission continue to make special accommodations for examinees with disabilities?

A. Yes. The Commission will continue to make reasonable accommodations for candidates with disabilities, provided appropriate medical documentation is submitted with the request for special testing accommodations. Refer to page 22 of this book for specific documentation requirements.

Q. When will examinees receive their score report?

A. Score reports will be distributed to examinees as they leave the test center.

Q. Is the score report distributed by the testing center official?

A. No. The examination results are subject to verification by CDR.

Q. What information will be included on the examinee score report?

A. The examinee score report will include the examinee's scaled score and the scaled score required to pass the examination. In addition, scaled subscores for the Nutrition Service (Domains I, II, and III) and Foodservice Systems Management (Domains IV and V) areas will be reported.

Q. Will examinees be given an opportunity to become familiar with the computer before beginning the test?

A. Yes. Examinees will be allowed to take a tutorial on the computer prior to beginning the actual examination. This tutorial will include detailed instructions on taking the computerized examination and provide an opportunity to respond to practice questions.

Q. Are there any other materials available to assist examinees in preparing to write the examination?

A. The Commission on Dietetic Registration publishes two study guides: *Study Guide for the Registration Examination for Dietitians* and *Study Guide for the Registration Examination for Dietetic Technicians*. Both study guides include a comprehensive study outline, references and a practice examination. The practice examination is provided in both hard copy and CD-ROM versions. The CD-ROM has been designed to simulate the actual computerized examination. Please contact CDR at 800/877-1600, ext. 5500, for purchasing information for the *Study Guide*.

Q. Will dietetics education program directors receive institutional score reports?

A. Yes. Program directors will receive institutional reports in February and August of each year. The institutional score report will include scaled scores for program graduates (examinee names will only be included if the examinee authorized release of scores with examinee name), percentile ranks, national mean scores, institutional examinee mean scores, and scaled subscores for Nutrition Services (Domains I, II, and III) and Foodservice Systems Management (Domains IV and V).

Q. Will the scaled score required to pass the examination change from the current minimum passing scaled score of twenty-five (25)?

A. The scaled score required to pass the examination will remain twenty-five (25) on a scale of one (1) to fifty (50).

Q. How soon can unsuccessful examinees retake the registration examination?

A. Examinees will be allowed to retest forty-five (45) days after taking the examination unsuccessfully. They must contact the Commission on Dietetic Registration to be reauthorized as examination-eligible and pay the current examination application fee.

Q. If the examinee decides to stop before responding to the minimum number of questions required to make a pass/fail decision, will the examinee's score be reported as a "fail"?

A. Yes. If an examinee does not respond to the minimum number of questions required to make a pass/fail decision, the examinee will receive a failing score report. The examinee must contact the Commission on Dietetic Registration to be reauthorized to test. No refunds will be provided.

Q. Under what conditions must the examinee contact the Commission on Dietetic Registration to be reauthorized to test?

- A. The examinee must contact the Commission to be reauthorized to test:
- when the examinee fails the examination;
 - when the examinee's one-year authorization period ends;
 - when the candidate fails to cancel the testing appointment within the specified timeline;
 - when the candidate arrives late for the scheduled testing appointment; or
 - when the candidate does not complete the examination during the test appointment.

Q. How long after candidates complete registration eligibility requirements will it take to be authorized to test?

A. The entire process from the time the Commission on Dietetic Registration receives the eligibility application to the time the candidate receives the Authorization to Test Letter is 3 to 6 weeks dependent on first-class mail delivery, prompt candidate response to the examination application mailing, and the use of web registration. Please refer to the February 1999 JADA article entitled *Computer-based testing: A new experience in 4 easy steps* for a description of the application process.

Q. How often may examinees take the registration examination?

A. Once an examinee establishes eligibility to take the examination there is no limit on the number of times an examinee may take the examination, provided the examinee waits the required forty-five (45) days between test dates. Please check with your state licensure board for state specific requirements regarding retesting for licensure purposes.

Q. Why did CDR choose to give examinees different questions and a variable length test?

A. The Commission made the decision to administer a unique variable length test to examinees for two reasons:

- Reducing the number of examinees who “see” each question enhances test security and ultimately the credibility of both the RD and DTR credentials.
- Administering only the number of questions needed to accurately assess the individual examinee’s competence to practice results in a shorter testing time for all examinees: maximum of 2 1/2 hours versus the maximum of 4 hour and 20 minute testing time with the paper-and-pencil test. The length of the test will be shorter for those examinees who clearly pass or clearly fail after responding to the minimum number of questions (110 questions for DTR and 125 questions RD).

Q. Is a variable length test with different questions for each examinee equitable?

A. The computerized examinations are fair to all examinees for the following reasons:

- All examinees are given the opportunity to respond to the precise number of questions required to measure accurately their competence to practice at the entry level. The minimum/maximum number of questions presented to examinees has been established based on actual simulation studies.
- All examinations are scored following the same passing standard.
- All examinations conform to the test specifications (content outline) for either the Registration Examination for Dietitians or the Registration Examination for Dietetic Technicians.

Q. Have the computer-based registration examinations been pilot-tested?

A. In preparation for the implementation of computer-based testing for the entry-level registration examinations, CDR’s testing agency, ACT, conducted simulation studies of both the dietitian and dietetic technician question pools. These studies were designed to validate that the questions would provide the information required to make a valid pass/fail decision on a computer-based examination.

Computer-based examinations have been used by many professions for both licensing and certification, since the early 1990s. Based on the experience of these professions, the psychometric community recognizes computer-based and paper-and-pencil examinations as comparable.

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