

STEP 4 - LEARNING ACTIVITIES LOG

Registration Number

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Last Name:

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CERTIFICATION STATEMENTProfessional
Development
Portfolio*In addition to this Certification Statement.*

I am submitting

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CPEUs*

Daytime Telephone:

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Area Code

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Phone Number

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*Please Note:

Total must be at least **75 CPEUs** for RDs, **50 CPEUs** for DTRs.

Partial submissions will not be accepted.

Use only whole numbers (Round up from .5 to nearest value).

In the last five years have you:

Been convicted of a crime under the laws of the United States which is a felony or a misdemeanor, an essential element of which is related to the practice of the profession?	<input type="radio"/> Yes <input type="radio"/> No
Been disciplined by a state, and at least one of the grounds for the discipline is the same or substantially equivalent to the principles of the Code of Ethics for the Profession of Dietetics?	<input type="radio"/> Yes <input type="radio"/> No
Had any professional license, certification or registration denied, revoked or suspended by a state?	<input type="radio"/> Yes <input type="radio"/> No
Committed an act of malfeasance which is directly related to the practice of the profession as determined by a court of competent jurisdiction, a licensing board or an agency of a governmental body?	<input type="radio"/> Yes <input type="radio"/> No

I certify that the information provided here and in subsequent documentation is true, correct and accurate to the best of my knowledge.

Persons certified by the Commission on Dietetic Registration must comply with the Code of Ethics for the Profession of Dietetics. I understand that I must maintain a copy of my recertification forms and any required documentation for a period of two years beyond the end of my recertification cycle, and that audits of the information I provide and any subsequent documentation I provide may be conducted on a random and triggered basis.

CDR has the right to verify the information presented.

Signature: _____

Print Name: _____

Date Step 4 -Learning
Activities Log Submitted:

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Step 4: Learning Activities Log



As a result of CDR's revision of the PDP process, dietetics practitioners can now increase their current Professional Reading limit of 15 CPEUs per 5-year recertification cycle, for those who can document authoring a publication (journal article in a scientific peer-reviewed journal or a chapter in a published, dietetics related textbook).

An increase in the limit of 5 CPEUs per published, peer-reviewed journal article or a chapter in a book, up to a maximum of 20 CPEUs is allowed.

If your article or chapter has been published within your current 5-year recertification cycle, your Professional Reading limit can be increased by 5 CPEUs per article or chapter, up to a maximum of 35 CPEUs if you have authored four articles (or two articles and two chapters, etc.). To receive an increase in your Professional Reading CPEU limit, record below the articles of chapters which you have written:

EXAMPLE	Title of article or chapter: <i>Metabolic Syndrome and its Association with Diet and Physical Activity in US Adolescents</i>
	Name of journal or text in which article or chapter appears: <i>Journal of the American Dietetic Association, Feb 2008, Vol. 108, Number 2</i>
1.)	Title of article or chapter:
	Name of journal or text in which article or chapter appears:
2.)	Title of article or chapter:
	Name of journal or text in which article or chapter appears:
3.)	Title of article or chapter:
	Name of journal or text in which article or chapter appears:
4.)	Title of article or chapter:
	Name of journal or text in which article or chapter appears:

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Please print in capital letters using a black pen:

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First Name:

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☐ RD or ☐ DTR



Professional
Development
Portfolio

In this step you document your participation in Continuing Professional Education (CPE) activities that support your learning plan. Make copies of the reverse side of this page to add CPE activities as necessary. For each of your CPE activities completed in this recertification cycle:

1. Print the Learning Need Code in the boxes provided. (see your Step 3 - Learning Plan for Learning Need Codes)
2. Print the CPE Activity Type code in the boxes provided (see Learning Plan or PDP Guide for CPE Activity Type codes).
3. For each CPE activity, print the required activity description.
(For #'s 2 and 3, see "Approved CPE Activities" section of the Guide)
4. Print the number of CPE Units in the boxes provided.
5. Print the date the CPE activity took place.
6. Indicate how you did (or will) use the knowledge or skill gained.
7. When you have recorded 75 CPEUs (50 for DTRs), send the completed form to CDR. Partial submissions, or logs that do not meet the minimum 75 CPEUs (50 for DTRs) requirement, will not be accepted.

Submit this form to CDR by May 31 of the last year of your five year period. Maintain a copy of this form and all required documentation for two years beyond the end of your recertification cycle. See the "Approved CPE Activities" section of the Guide for the documentation you are required to retain.

Performance Indicator	CPE Activity Type	Activity Description (Title and Provider/Source of CPE Activity)	CPE Activity Data	How did (or will) you use the knowledge or skill acquired from this learning activity?									
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120 South Riverside Plaza, Suite 2190, Chicago, IL 60606-6995. Questions? Call CDR at 1-800-877-1600 ext. 5500 or EMAIL CDR at redesign@eatright.org

Revised 02/26/18

Registration No: (You may wish to copy this side of the form to add CPE activities.
Complete Registration # and Last Name for each side completed)

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