

## Audit Upload

When the minimum requirements have been met (RD 75 CPEUs; DTR 50 CPEUs, including 1 CPEU in ethics) you will be notified that your activity log has been randomly selected for audit.

Your activity log has been selected for random audit. Please upload documentation relevant to each activity for review.

ID 1234 James B Testing Nutrition and Dietetics Technician, Registered or Dietetic Technician, Registered  
 Log Status - Not submitted for approval Cycle Start Date 06/01/2015 Cycle End Date 05/31/2019  
 78 CPE Recorded 3 CPE denied 75 Total CPE

You have completed the minimum number of CPE required for this certification cycle. Please remember to click Finish - Submit log for processing before the end of your certification cycle.

Print Log

Finish - Submit Log for Approval Add an Activity

	Activity Date	Activity Provider	Activity Title	CPE Units	Review Status	Comment	
Edit	10/11/2019	Academy of Nutrition and Dietetics	Guidelines for Medical Nutrition Therapy in Gestational Diabetes Mellitus: Systematic Review and Critical Approval  Educational Objective: Upon co	1.0			UPLOADED
Edit	10/11/2019	Academy of Nutrition and Dietetics	Resources, Barriers, and Tradeoffs: A Mixed Methods Analysis of School Pre-Consumer Food Waste	1.0			1 UPLOAD

When you select “Upload” this window will appear. You will click “Select a Document” to upload the supporting documentation for the activity completed.

Upload Certificate or Agenda Documents SAVE CANCEL

Activity Provider: Academy of Nutrition and Dietetics  
 Activity Title: Resources, Barriers, and Tradeoffs: A Mixed Methods Analysis of School Pre-Consumer Food Waste

Activity Type: 720 Self-study Printed

Suggested Documentation: Certificate of completion or agenda/timing outline.

If you do not have documents for this activity, please indicate below. This activity will be automatically denied and the CPE deducted from your totals. You can always change later if you find documentation for this activity.

I do not have audit documents for this activity

To upload a new document, please click button to select document to upload. After selecting your document, select the document type and click Save Document button. Limit is two documents per activity.

Select a document

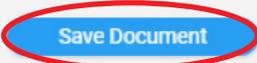
File Name

Once uploaded you will select "Save Document."

To upload a new document, please click button to select document to upload. After selecting your document, select the document type and click Save Document button. Limit is two documents per activity.

 **Select a document** Certificate of completion - journal.docx

Select document type  
Certificate of Completion or agenda/timing outline

 Save Document

File Name
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The document will then be saved with the activity. Please select "Save" to complete the upload process.

← Upload Certificate or Agenda Documents  CANCEL

Activity Provider: Academy of Nutrition and Dietetics

Activity Title: Resources, Barriers, and Tradeoffs: A Mixed Methods Analysis of School Dr. Consumer Food Waste

Activity Type: 720 Self-study Printed

Suggested Documentation: Certificate of completion or agenda/timing outline.

*If you do not have documents for this activity, please indicate below. This activity will be automatically denied and the CPE deducted from your totals. You can always change later if you find documentation for this activity.*

I do not have audit documents for this activity

To upload a new document, please click button to select document to upload. After selecting your document, select the document type and click Save Document button. Limit is two documents per activity.

 **Select a document**

	File Name	
	Certificate of completion - journal.docx	

←  CANCEL

Once the document is successfully upload, the green upload box will have a check mark.

10/11/2019	Academy of Nutrition and Dietetics	Resources, Barriers, and Tradeoffs: A Mixed Methods Analysis of School Pre-Consumer Food Waste  Educational Objective: Upon completion of this	1.0			
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If you do not have documentation of the activity completed, you will need to select **"I do not have audit documents for this activity."**

← Upload Certificate or Agenda Documents SAVE CANCEL

Activity Provider: Academy of Nutrition and Dietetics  
Activity Title: Exploring Correlates of Infant Clarity of Cues During Early Feeding Interactions  
Activity Type: 720 Self-study Printed  
Suggested Documentation: Certificate of completion or agenda/timing outline.

*If you do not have documents for this activity, please indicate below. This activity will be automatically denied and the CPE deducted from your totals. You can always change later if you find documentation for this activity.*

**I do not have audit documents for this activity**

To upload a new document, please click button to select document to upload. After selecting your document, select the document type and click Save Document button. Limit is two documents per activity.



File Name

← SAVE CANCEL

Select **“Yes”** to acknowledge that if you do not have documentation the CPEUs for this activity will automatically be denied and the amount deducted from your CPEU tally.

The screenshot shows a mobile application interface for uploading documents. At the top, there is a blue header with a back arrow on the left and 'SAVE CANCEL' on the right. The main form area has a light gray background and contains the following fields:

- Activity Provider:** Academy of Nutrition and Dietetics
- Activity Title:** Exploring Correlates of Infant Clarity of Cues During Early Feeding Interactions
- Activity Type:** 720 Self-study Printed
- Suggested Documentation:** Certificate of completion or agenda/timing outline.

Below these fields is a text block: "If you do not have documents for this activity, please indicate below. This activity will be automatically denied and the CPE deducted from your totals. You can always change later if you find documentation for this activity." To the right of this text is a blue toggle switch that is currently turned on.

Below the text block is a section for document upload. It contains the text: "To upload a new document, please click the document type and click Save Document." Below this text is an orange button with a folder icon and the text "Select a document".

A white dialog box is overlaid on the form, containing the following text in red: "When you indicate you do not have audit documents for this activity, this activity will be automatically denied and all existing uploaded documents will be removed. Are you sure you wish to continue?" Below the text are two buttons: "NO" and "YES".

At the bottom of the form, there is a table with a header row containing "File Name" and two empty cells. Below the header is a large empty rectangular area for document content.

At the very bottom of the screen, there is a blue footer with a back arrow on the left and "SAVE CANCEL" on the right.

Please select **“Save.”**

← Upload Certificate or Agenda Documents SAVE CANCEL

Activity Provider: Academy of Nutrition and Dietetics

Activity Title: Exploring Correlates of Infant Clarity of Cues During Early Feeding Interactions

Activity Type: 720 Self-study Printed

Suggested Documentation: Certificate of completion or agenda/timing outline.

*If you do not have documents for this activity, please indicate below. This activity will be automatically denied and the CPE deducted from your totals. You can always change later if you find documentation for this activity.*

I do not have audit documents for this activity

← SAVE CANCEL

The activity has been denied based on no supporting documentation and the CPEUs have been deducted from your total.

If you are able to find documentation for the activity later you may select upload again and switch the **“I do not have audit documents for this activity”** back to off and you will then be able to upload a certificate of completion/agenda.

audit	9/27/2019	Academy of Nutrition and Dietetics	Exploring Correlates of Infant Clarity of Cues During Early Feeding Interactions	1.0	Denied - no audit doc	
			Educational Objective: Upon completion of this activity, the par			

You must upload a document for each activity logged or select the **“I do not have audit documents for this activity”** button for the **“Finish - Submit Log for Approval”** button to become available.

Your activity log has been selected for random audit. Please upload documentation relevant to each activity for review.

ID 1234 James B Testing Nutrition and Dietetics Technician, Registered or Dietetic Technician, Registered  
 Log Status - Not submitted for approval Cycle Start Date 06/01/2015 Cycle End Date 05/31/2016  
 78 CPE Recorded 3 CPE denied 75 Total CPE

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[Print Log](#)

[Finish - Submit Log for Approval](#) [Add an Activity](#)

	Activity Date	Activity Provider	Activity Title	CPE Units	Review Status	Comment	
<a href="#">Edit</a>	10/11/2019	Academy of Nutrition and Dietetics	Guidelines for Medical Nutrition Therapy in Gestational Diabetes Mellitus: Systematic Review and Critical Approval  Educational Objective: Upon co	1.0			
<a href="#">Edit</a>	10/11/2019	Academy of Nutrition and Dietetics	Resources, Barriers, and Tradeoffs: A Mixed Methods Analysis of School Pre-Consumer Food Waste  Educational Objective: Upon completion of this a	1.0			
<a href="#">Edit</a>	9/27/2019	Academy of Nutrition and Dietetics	Exploring Correlates of Infant Clarity of Cues During Early Feeding Interactions  Educational Objective: Upon completion of this activity, the par	1.0			
<a href="#">Edit</a>	9/27/2019	Academy of Nutrition and Dietetics	Integrating Healthy Eating into Evidenced-Based Home Visiting Models: An Analysis of Programs and Opportunities for Dietetic Practice	1.0			

Select **“Yes”** to confirm that you wish to submit for log for processing.

**PDP Log - Display Activities**

Your activity log has been selected for random audit. Please upload documentation relevant to each activity for review.

ID 1234 James B Testing Nutrition and Dietetics Technician, Registered or Dietetic Technician, Registered  
 Log Status - Not submitted for approval Cycle Start Date 06/01/2015 Cycle End Date 05/31/2020  
 78 CPE Recorded 3 CPE denied 75 Total CPE

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Print Log

Finish - Submit Log for Approval Add an Activity

	Activity Date	Activity Provider	Activity Title	CPE Units	Review Status	Comment	
Edit	10/11/2019	Academy of Nutrition and Dietetics	Guidelines for Medical Nutrition Therapy in Gestational Diabetes Mellitus: Systematic	1.0			UPLOADED
Edit	10/11/2019	Academy of Nutrition and Dietetics					UPLOADED
Edit	9/27/2019	Academy of Nutrition and Dietetics	Upon completion of this activity, I will explore the following: Exploring Correlates of...	1.0			UPLOADED

Once you submit log for processing, you will be unable to add any more activities to your log. Are you sure you wish to submit log for processing?

NO YES

You are required to answer four certification questions and then select **“Submit Log for Processing”** to submit your log to CDR.

In the last 5 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?  Yes  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?  Yes  No

Had any professional license, certification or registration denied, revoked or suspended by a state?  Yes  No

Committed an act of misfeasance or malfeasance which is directly related to the practice of the profession as determined by court of competent jurisdiction, a licensing board or and agency of a government body?  Yes  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.

Cancel **Submit Log for processing**