

## Discipline-Specific Interpretation of Eligibility Criteria

The interpretations below apply to the health professions listed in this handbook: Advanced practice nurses, dietitians, pharmacists, PAs, and physicians.

1. **License Requirement Interpretation:** Practitioner has a license and/or registration to practice in the specific geographic area/country where candidate is practicing. License/registration must be active, current, and unrestricted at the time of application, examination and throughout time certification is held.
2. **Academic Requirement Interpretation:**
  - If candidate is educated outside the United States, the degree must be earned from an academic program accredited by one of the listed credentialing bodies. An evaluation must be provided by an organization that is a current member of the National Association of Credential Evaluation Services ([www.naces.org/members.html](http://www.naces.org/members.html)). A comprehensive evaluation is required and must verify equivalency to a minimum of a master's degree in a health-related concentration/area from a United States college or university.
  - Years of practice in lieu of advanced degree is not acceptable.

### *Registered Nurse Eligibility Criteria:*

1. Hold a current, active, and unrestricted RN license from one of the United States or its territories or the professional, legally recognized equivalent in another country where practicing.
2. Hold a master's or higher degree in a relevant clinical, educational, or management area such as family medicine, nutrition, gerontology, advance diabetes management, or other area relevant to the credential from an accredited school. For example:
  - ACEN (Accreditation Commission for Education in Nursing): accredits nursing programs in clinical doctorate, master's, baccalaureate.
  - CCNE (Commission on Collegiate Nursing Education) is affiliated with AACN (American Association of Colleges for Nursing) and accredits nursing programs in higher education institutions (baccalaureate, master's doctorate).
  - NLN-CNEA (Commission for Nursing Education Accreditation) accredits bachelor, master's, and clinical doctorate degree programs).
3. Within 48 months prior to applying for this certification exam, complete a minimum of 500 clinical practice hours in advanced diabetes management. Clinical hours must be earned after relevant licensure and advanced degree were obtained.

***Registered Dietitian/Registered Dietitian Nutritionist Eligibility Criteria:***

1. Hold a current, active, and unrestricted registration as a dietitian/dietitian nutritionist from the Commission of Dietetic Registration (CDR). Practitioner must hold the Registered Dietitian credential (RD/RDN) or equivalent if practicing outside of the United States.
2. Hold a master's or higher degree in a clinically relevant discipline, such as nutrition, public health, exercise, sports physiology, counseling, mental health, or gerontology.
3. Within 48 months prior to applying for this certification exam, complete a minimum of 500 hours of clinical practice in advanced clinical diabetes management after obtaining the registered dietitian (RD/RDN) credential. Clinical hours must be earned after relevant registration and advanced degree were obtained.

***Registered Pharmacist Eligibility Criteria:***

1. Hold a current, active, and unrestricted pharmacist license from one of the United States or its territories or the professional, legally recognized equivalent in another country where candidate is practicing.
2. Hold a master's or PharmD degree in pharmacy from an Accreditation Council for Pharmacy Education (ACPE) accredited school or the equivalent if practicing outside of the United States.
3. Within 48 months prior to applying for this certification exam, complete a minimum of 500 hours of clinical practice in advanced clinical diabetes management after obtaining licensure as a pharmacist. Clinical hours must be earned after relevant licensure and advanced degree were obtained.

***Physician Assistant/Physician Associate Eligibility Criteria:***

1. Hold a current, active, and unrestricted physician assistant license from one of the United States or its territories or the professional, legally recognized equivalent in another country where practicing.
2. Hold a master's degree or higher from an ARC-PA accredited school in a clinically relevant area, such as nutrition, public health, exercise, sports nutrition, counseling, or gerontology.
3. Within 48 months prior to applying for this certification exam, complete a minimum of 500 hours of clinical practice in advanced clinical diabetes management. Clinical hours must be earned after relevant licensure and advanced degree were obtained.

### ***Physician Eligibility Criteria:***

1. Hold a current, active, and unrestricted MD/DO license from one of the United States or its territories or the professional, legally recognized equivalent in another country where practicing in a state or territory of the United States or the professional, legally recognized equivalent in another country where practicing.
2. Within 48 months prior to applying for this certification exam, complete a minimum of 500 hours of clinical practice in advanced clinical diabetes management. Clinical hours must be earned after relevant licensure was obtained.

***All requirements must be met prior to submitting an application for the examination.***

## **Application Audits**

Ten percent (10%) of exam applications will be audited to ensure compliance with the eligibility criteria. Applications for audit will be selected randomly at the time of application. If selected for audit, a candidate will receive an email message from CBDCE with instructions on how to supply satisfactory documentation that supports compliance with the eligibility criteria. Candidates will need to supply the audit documentation within 10 days of notification. For initial applications upon successful compliance with the audit, the application will be approved and candidate will be eligible to take the exam. Applicants who DO NOT comply with the audit process or cannot successfully verify the eligibility requirements upon audit, will be marked as incomplete and fees refunded less a \$100 processing fee.

If a candidate is selected for an audit, the candidate will need to submit proof of their practice hours in the form of a letter from a supervisor or other professional who can attest to and verify their claimed hours.

## **WHAT QUALIFIES AS PRACTICE HOURS?**

A minimum of 500 practice hours providing advanced diabetes management is required. Hours of direct clinical supervision of, or precepting students/residents, and/or volunteer hours in diabetes care may be counted towards practice hours.

### **Activities that count towards practice hour requirement:**

- Managing complex patient needs
  - Monitoring, interpreting, and applying results generated from complex patient data sets
  - Formulating and prioritizing a problem list
  - Educating individuals about medical nutrition therapy
  - Incorporating technologies into practice for maintenance and/or management of diabetes and cardiometabolic conditions
  - Managing and adapting interventions for special populations
- Assisting patients with therapeutic problem-solving
  - Conducting therapeutic interviews using a systematic approach
  - Counseling patients on lifestyle modifications