

SDA Registration Frequently Asked Questions

Fees

Q: How much does it cost to register with SDA?

A: Please refer to the fee schedule under registration.

Q: Why are there late fees?

A: A late fee is charged when SDA membership renewals are received after March 31. It is imperative that everyone practicing dietetics in Saskatchewan be licensed by maintaining membership with SDA. Since the license to practice expires on March 31, renewals need to be received on time to ensure there is no gap. A late fee helps to ensure renewals arrive on time and if they don't, it offsets the administrative costs involved.

Membership

Q: What is a temporary membership?

A: A temporary membership is limited to dietitians in good standing with a Canadian Dietetic Regulatory Body who require registration with SDA for a short period of time (not exceeding three months) for a specified purpose approved by the Registrar. For example, a dietitian traveling with a sports team to provide nutrition counseling would need to obtain a temporary membership to practice in Saskatchewan.

Q: What is a restricted membership?

A: A restricted membership is granted to candidates who have completed all appropriate education and training as outlined in the bylaws and are registered to write the Canadian Dietetic Registration Examination (CDRE). The "Restricted License" entitles the individual to use the designation R.D. (candidate) or P.Dt. (candidate) and to practice dietetics up to 12 weeks after the Member has written the CDRE.

Q: Can a member with a restricted license call him/herself a Registered Dietitian?

A: A member with a restricted license must sign their correspondence and refer to themselves as a Dietitian Candidate (R.D.(candidate), P.Dt.(candidate)) until they pass the Canadian Dietetic Registration Exam. With successful completion of the exam, a restricted member will receive a full license, and can call him/herself a Registered Dietitian (R.D. or P.Dt.).

Maternity/Disability Leave

Q: I'm on maternity leave. Do I still need to be registered with SDA?

A: Yes! Individuals on maternity leave must continue to register with SDA, pay the membership fee, and complete their continuing competencies. Failure to do

this will result in a break in membership, which would result in the member having to re-apply for membership. This would involve paying the appropriate fees and writing the CDRE.

Q: I'm on disability leave. Do I still need to be registered with SDA?

A: Yes! Individuals on disability leave must continue to register with SDA, pay the membership fee, and complete their continuing competencies. Failure to do this will result in a break in membership, which would result in the member having to re-apply for membership. This would involve paying the appropriate fees and writing the CDRE.

Registration

Q: I am interested in pursuing graduate studies and I haven't completed an internship. Can I complete graduate competencies to become a member of SDA?

A: There are a number of steps involved in becoming a member of SDA. You must contact the Registrar to ensure that the SDA Registration Committee would consider you a candidate for any route that is outside the accredited internship program. By contacting the Registrar ahead of proceeding with your practical experience, she will assist you in ensuring you are meeting the requirements of SDA. As well, the Registrar will be able to provide you with details of how to proceed.

In general though, to become a member of SDA, you must complete a Bachelor's degree in Food and Nutrition from an accredited university or equivalent plus have completed supervised practical experiences. Practical experience can be gained through a number of routes including the graduate competency route. Individuals undertaking this route complete graduate work (masters or PhD) and work with mentors and preceptors to meet practical competencies that have been set out by SDA. Practical experiences are arranged/organized by the candidate and their mentors. Upon completion, a portfolio is submitted to SDA's registration committee for competency assessment. If the registration committee feels the competency statements have been adequately demonstrated, candidates are registered as restricted members until they write the Canadian Dietetic Registration Exam (CDRE). The restricted member status changes to full practicing member status upon the successful completion of the CDRE.

For more details on the graduate competency route, please contact the Registrar.

Q: I am applying for registration with SDA from another country. What do I need to do?

A: There are several steps in the process for registering with SDA if you are from another country. Please contact the Registrar before beginning the process of applying to SDA and/or obtaining key documents required for your application.

Generally speaking, the process is as follows:

1. Candidates with university degrees obtained outside of Canada must obtain a statement of equivalency to a Canadian degree from a Comparative Education Service recommend by SDA. The assessment company will forward the results directly to SDA. If the assessment indicates that your degree is not equivalent to a Canadian undergraduate degree then the application procedure will not proceed.
2. Once equivalency documentation is received by SDA from the credentialing agency, the Saskatchewan Dietitians Association must verify that the applicant's academic and practical work is equivalent to an Accredited Canadian Foods and Nutrition Program by having a consultant (approved by SDA Board) to assess the candidate's credentials in relation to meeting the Canadian Nutrition Degree.
3. Candidates who studied in a language other than English will require a language assessment.
4. Based on the assessment and recommendations from the consultant and the review of other relevant documentation, the registration committee will assess if additional training will be required.
5. Once the applicant has met all requirements they can apply for a Restricted Membership which will allow them to practice as a dietitian candidate until they have written the CDRE.
6. Once confirmation is received that the applicant passed the CDRE, the SDA board will accept the applicant as a full practicing member of SDA.

Canadian Dietetic Registration Exam

Q: Who must write the Canadian Dietetic Registration Exam (CDRE)?

A: As of October 1, 1998, it became mandatory for Dietitian Candidates to write the Canadian Dietetic Registration Exam in all provinces in Canada, except Quebec. With successful completion of the exam, a restricted member will receive a full license and can call him/herself a Registered Dietitian.

Q: Does my application for restricted membership automatically register me for the Canadian Dietetic Registration Examination (CDRE)?

A: Yes. Once you have been accepted as a restricted member you will receive a letter stating the conditions of the restricted membership and that you have been accepted to write the CDRE at its next sitting (Spring or Fall). Dietitian Candidates will be required to complete the CDRE registration form and pay the \$400 exam fee which is not included in your application or membership fees. The fee for writing the CDRE is collected by SDA and forwarded to the Alliance of Canadian Dietetic Regulatory Bodies, the organization that develops and administers the exam.

Q: If I am a member of SDA and move to another province, will I be required to write the Canadian Dietetic Registration Exam?

A: No, providing that you are a member of SDA in good standing, have kept up to date with the continuing competency program and there has been no break in your membership.

Moving to Another Province

Q: I am moving to another province, how do I register with that province's dietetic regulatory body?

A: A Registered Dietitian who moves outside of Saskatchewan must register with the regulatory body in the province that he/she will be working. The contact information for the other regulatory bodies can be found on the SDA website www.saskdietitians.org/links or the at the Alliance of Canadian Dietetic Regulators website at www.dieteticregulation.ca). It is important to apply for membership with the other regulatory body **prior to resigning from SDA**. If you have any questions or concerns when applying with another regulatory body, please contact the SDA Registrar.

Q: If I move to another province half way through the year, will I be refunded any of my membership fees?

A: If you resign prior to October 1st, you will be refunded ½ of your membership fees. If you resign after October 1st, you will not be refunded.