



Substantial Equivalence Assessment- Application Information Guide

The Saskatchewan College of Dietitians (formerly Saskatchewan Dietitians Association) is the regulatory body for Registered Dietitians in the province of Saskatchewan. SCD's mandate is protection of the public and it fulfills its role of public protection by:

- Setting and monitoring the standards for dietetic practice to ensure the public receives safe, competent and ethical nutrition services.
- Investigating complaints about the performance or ethical conduct of a Registered Dietitian and recommending the appropriate remedial or disciplinary action.

Eligibility for Registration

To be eligible for registration and receive a licence to practice as a Dietitian in Saskatchewan applicants must be **proficient in English**, meet **good character/reputation requirements** and have obtained the following or substantial equivalence to the following within three years of date of application:

- ✓ Successful **completion of a university program in dietetics** approved by SCD
- ✓ Successful **completion of a dietetic internship/practicum program** approved by SCD
- ✓ Successful **completion of the Canadian Dietetic Registration Exam (CDRE)**

Candidates can be registered with SCD and issued a restricted licence if they meet all other registration requirements but are waiting to write the CDRE. With successful completion of the CDRE, the restricted licence converts to a full practicing licence.

The academic and practical training programs that are currently approved by the SCD board are those which are accredited by Accreditation Canada (Equal program). English language proficiency, good character and currency requirements are set out in SCD's Registration Policies. This document was prepared to provide guidance to applicants who intend to meet the registration requirements through demonstration of substantial equivalence to programs approved by the SCD board. Substantial equivalence is determined by SCD based on results of two assessments.

Application Process

The first step is to submit an application form through the SCD website (accessed [here](#)) and submit the \$400 application fee. Payment can be made by credit card on the website or by phoning the SCD office. Etransfer, cheque and money order are also accepted. The application fee is non-refundable and opens a file and access to an online portal for information/submitting documentation and beginning part 1 of the assessment – document review. Any additional costs associated with obtaining the required documentation (i.e., WES assessment, transcripts, English language testing) are the responsibility of the applicant. The actual assessment (i.e., document review) will not commence until all of the required documentation is received. The Registrar will confirm by email with the applicant when all of their documentation has been received and SCD is ready to proceed with the document assessment (part 1).

The second assessment (part 2- competency assessment) is offered twice per year. Complete applications and all required documentation must be received by the following deadlines in order to proceed to the next available competency assessment:

- February 15 (for the March competency assessment)
- July 15 (for the August competency assessment)

Assessment Process

PART 1- DOCUMENT REVIEW

Documents are submitted to SCD through the documentation portal on the SCD website, unless they are sent directly to SCD from the source. Documents must be original and/or notarized, translated copies. All original documentation will be returned to the applicant at the conclusion of the assessment process. Please note that missing documents will delay the assessment process. If any documentation was issued under a different name, official documentation of a name change must be provided (e.g., a marriage certificate/divorce decree).

Required Documents:
Completed SCD Application Form and Fee
Academic Qualifications:
<input type="checkbox"/> Credential Assessment- WES Course by Course Assessment (ICAP option)
<input type="checkbox"/> Official Transcripts for each Degree/Certificate (if not provided by WES)
Practicum/Internship:
<input type="checkbox"/> Official Internship/Practicum Verification Letter
<input type="checkbox"/> SCD Form- Practicum/Internship Summary
SCD Form- Self-Assessment against the ICDEP v. 3
Video (or written) Applicant Introduction and Summary
English Language Proficiency Documentation
Currency of Nutrition Knowledge/Skills:
<input type="checkbox"/> Current Resume/Curriculum Vitae
<input type="checkbox"/> SCD Form- Employment and Work Experience Verification
<input type="checkbox"/> Verification of Continuing Education/Competence Activities
Verification for Prior/Other Registrations
Other:
<input type="checkbox"/> Name Change Documentation (if required)

ACADEMIC QUALIFICATIONS

A comprehensive credential assessment of your academic degree is required to verify academic degree authenticity and comparability to Canadian post-secondary education. This assessment is NOT done by SCD, but through an outside agency. Information on costs and time for assessment on the agency website. Costs associated with the assessment are the responsibility of the applicant. SCD must receive the report directly from the agency.

SCD's preferred agency for the credential assessment is World Education Services (WES- www.wes.org/ca/application/apply_now.asp). Select the course-by-course evaluation and the WES-ICAP option, with the results to be sent to SCD at: Box 277, Rosetown, SK S0L 2V0. By selecting the ICAP option, SCD will be able to obtain copies of transcripts directly from WES and official transcript for each degree/certificate will not be required.

If ICAP is not selected for a WES credential assessment, official transcripts for each degree/certificate will need to be sent directly from the academic institution to SCD at: Box 277, Rosetown, SK S0L 2V0. If a service other than WES is used, the credential assessment and official transcripts for each degree/certificate will need to be sent directly from the academic institution to SCD.

PRACTICAL TRAINING

Verification of successful completion of practical training is required. If it is completed as part of academic (university) training, applicants must identify which courses/credit units were practical training components. The verification should identify the total length of the program and the length of time spent in each practice area. The written confirmation should be on institutional letterhead, signed and dated and sent directly from the practical training coordinator to SCD at: Box 277, Rosetown, SK S0L 2V0.

As well, applicants must use the Practicum/Internship Summary Form on page 8 (or obtain a copy from SCD) to list the rotations/placements completed. Indicate the number of weeks/hours spent in the rotation and in what care setting (i.e., acute care, long-term care, etc.) it was completed. It is recommended that applicants submit any documentation they deem relevant.

SELF-ASSESSMENT TO CANADIAN ENTRY TO PRACTICE COMPETENCIES

The Integrated Competencies for Dietetic Education and Practice v.3 (accessed [here](#)) define the entry to practice (ETP) standards for registered dietitians in Canada. Applicants must use the form on pages 9-18 (or obtain a copy from SCD) to self-assess knowledge/skills to the dietetic entry to practice competencies (i.e., ICDEPs). The self-assessment will assist SCD in reviewing and assessing candidate's experiences and corresponding documentation in determining whether there are any gaps in dietetic knowledge and competence as compared to expectation of dietitians at ETP in Canada.

APPLICANT INTRODUCTION AND SUMMARY

Applicants must use the questions listed on page 19 as a guide to create a 3-5 minute video that provides a summary of their application. If applicants cannot provide a video, submit written responses to the questions listed on page 19.

ENGLISH LANGUAGE PROFICIENCY

The requirements for English language proficiency for applicants for whom the language of instruction of their dietetic education was not English are outlined in SCD's Registration Policies. Any costs associated with obtaining the required English language proficiency test are the responsibility of the applicant.

To demonstrate English language proficiency, applicants must submit a current test score (within previous three years) of one of the following:

- a. TOEFL- Test of English as a Foreign Language
 - Minimum score of 83 on internet-based exam with no less than 19 in each component, 26/30 in speaking portion.
- b. IELTS- International English Language Testing System (Academic Module)
 - Minimum score of 6.5 in each of 4 components with overall score of 7
- c. CanTEST- Canadian Test of English for Scholars and Trainees
 - 4.5 in each component
- d. CLB- Canadian Language Benchmark
 - 8 in all categories

Other language proficiency tests will be deemed accepted if they are considered to be equivalent to a minimum of Canadian Language Benchmark of 8 in all categories.

CURRENCY OF DIETETIC KNOWLEDGE/SKILLS

To demonstrate that dietetic knowledge and skills are current, applicants must submit the following documents:

- Current resume/curriculum vitae to describe education and work/volunteer experience related to dietetics. The resume should also include information on current and/or previous registration with other dietetic regulatory bodies or associations.
- Verification of employment and work experience form (page 20) and/or job descriptions for any positions where you worked as a registered dietitian in the previous three years.
- Summary and verification of continuing education activities in previous three years.
- Verification of Registration from each regulatory body or dietetic association in which applicant has membership.

Applicants will be notified in writing by SCD if they are eligible to proceed to part 2 (competence assessment) or not.

To proceed to the competence assessment, the candidate must meet the English language proficiency requirements and have supplied documentation to verify completion of both a) a degree with a focus on dietetics/nutrition from a recognized institution that would be comparable to a Canadian undergraduate degree in human nutrition and b) practical training in dietetics that qualifies them as a dietitian in their home country (if applicable).

PART 2- COMPETENCE ASSESSMENT

The competence assessment is a 'live/interactive' assessment delivered remotely in partnership with the University of Alberta. The cost is currently \$600 and it is completed over the course of 1-2 days. It is offered twice per year (March and August). Once an applicant has been registered for the assessment; they will receive a study guide which will provide information on what they can expect from the assessment and to assist with preparation. Candidates wanting to withdraw from the competence assessment performed by the University of Alberta must notify SCD. Eligibility for a refund of the assessment fee will be made based the reason for their withdrawal and the length of notice provided. All applicants are required to participate in an orientation session and complete required forms etc. prior to the assessment day(s). Results from the assessment will be sent directly from the University of Alberta to SCD.

The assessment will consist of three parts:

Foundational Knowledge Exam- Candidates have 1.5 hours to complete a 100-question multiple choice exam that tests their understanding and application of foundational dietetic knowledge. The exam blueprint is based on the ICDEP entry to practice competencies and includes questions related to biochemistry, food service/management, population health promotion, and nutrition care.

Multiple Mini Interviews- Candidates participate in a series of short interviews. For each interview candidates will have 2 minutes to read the question and 8 minutes to respond. One interview will require a written response; the other interviews will require verbal responses. The purpose of the interviews is to evaluate attributes that are important for health care professionals: oral communication skills, critical thinking, ethics, empathy and cultural competence.

Practice Competence Evaluation- The practice competence evaluation is typically done on a separate day from the other two components. Over a 1-hour session, candidates will prepare (15 min), conduct (30 min) and document (15 min) their interaction with a simulated patient with a chronic condition (e.g., type 2 diabetes, heart disease) while being observed. The evaluation is intended to test core skills (e.g., history taking, data interpretation, clinical reasoning, problem solving, interviewing,

communication, and clinical documentation). Candidates are expected to be familiar with commonly used Canadian nutrition resources (e.g., Canada’s Food Guide, Diabetes Canada resources).

Suspected academic misconduct during the competence assessment may result in disqualification from the SCD substantial equivalence assessment process. Applicants have the right to appeal their disqualification from SCD’s substantial equivalence assessment process. Misconduct includes but is not limited to:

- Non registered individuals posing as registered candidates
- Bringing any non-permitted items, as defined by the third-party provider, to the assessment
- Attempting to observe another candidate’s work
- Seeking or giving aid to another candidate
- Conversation or other communication with another candidate or others before, during or after the examination that could jeopardize the integrity or security of the examination

Substantial Equivalence Determination/Registration Decision

Once both part 1 and 2 are complete, the SCD Registration Committee will review and make a recommendation to the Registrar regarding the substantial equivalence to an approved program based on the criteria shown below. Within 50 business days of receiving the information required for the assessment, the applicant will be notified in writing of the registration decision.

<p>Candidates who complete part 1- documentation and in part 2 score a minimum of 80% overall and in each sub-category of the foundational knowledge test and score 4/5 on the practice competence evaluation will be deemed substantially equivalent.</p>	<p>Candidates who complete part 1- documentation and in part 2 score between 71-79% overall on the foundational knowledge test and/or less than 4/5 on the practice competence evaluation will be required to do bridging and practical training upgrading.</p> <p>The number of bridging courses required will be based on the assessment and stated in terms of bridging courses offered at University of Alberta.</p> <p>Upon successful completion of bridging courses, applicants are <u>eligible to apply</u> for the practicum course (Nutrition 532) at the University of Saskatchewan.</p> <p>Applicants who <u>achieve a minimum acceptable score</u> on a practicum readiness interview will be placed on wait list and offered enrollment on first come, first served basis when there is capacity. Nutrition 532 is a 30 credit unit/33 week practicum. Performance expectations are defined in a course syllabus.</p>	<p>Candidates who complete part 1- documentation and in part 2 score between 60-70% overall on the foundational knowledge test and/or less than 4/5 on the practice competence evaluation will be required to do academic and practical training upgrading.</p> <p>Assessors will review candidate performance, transcripts, and work experience to determine academic upgrading needs. If knowledge and competence gaps can be addressed through the University of Saskatchewan’s 6-course Human Nutrition certificate for Internationally Trained Dietitians, it will be recommended.</p> <p>Upon successful completion of the Human Nutrition certificate, applicants who achieve a minimum 60% in nutrition courses and a 65% cumulative average in upgrading courses are <u>eligible to apply</u> for the practicum course (Nutrition 532) at the University of Saskatchewan.</p> <p>Then, applicants who <u>achieve a minimum acceptable score</u> on a practicum readiness interview will be placed on wait list and offered enrollment in Nutrition 532 on first come, first served basis when there is capacity. Nutrition 532 is a 30 credit unit/33 week practicum. Performance expectations are defined in a course syllabus.</p>	<p>Candidates who score less than 60% on the foundational knowledge test and/or less than 3/5 on the practice competence evaluation are deemed to not have training that is substantially equivalent . To be eligible for licensure they will be required to complete a Canadian accredited dietetic program (academic and practicum).</p>
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Candidates deemed Substantially Equivalent

If the assessment determines that the candidate has met the requirements for registration through substantial equivalence, the candidate be able to apply for a restricted licence with SCD and be permitted to write the Canadian Dietetic Registration exam at its next sitting (exam is offered in May and November each year). The annual licensing fee (April 1-March 31) is \$370 (half-year rate after October 1 is \$185) and the cost of the CDRE exam is \$750.

Candidates deemed Not Substantially Equivalent

Candidates whose assessment identifies significant gaps in dietetic knowledge/competence will be deemed not substantially equivalent and will be required to complete an accredited dietetic program (academic and practicum) to be eligible for registration with the Saskatchewan College of Dietitians. More information about the University of Saskatchewan dietetic program [here](#) and other Canadian accredited dietetic programs [here](#).

Candidates given Upgrading Requirements

If the assessment determines upgrading is required, the interim registration decision will specify what is required based on the scores in the assessment. Upgrading requirements could include bridging courses, academic courses and/or practicum training. Registration decisions are considered current for three years from the date they are issued. If an applicant does not finish the upgrading within a three-year period, the applicant may require an additional assessment to determine currency of knowledge/skills, and additional requirements may be required.

Having an assessment done by SCD does not guarantee candidates a spot in upgrading courses. These education programs are separate entities from the SCD and we have no control over their entrance requirements, fees, etc. While we can provide information on what is available, ultimately it is the candidate's responsibility to apply to and complete the education program.

If it is determined that bridging courses are required, recommendations will be stated in terms of bridging courses offered at the University of Alberta. To enroll in the University of Alberta Dietetic Bridging program, a letter from the regulatory body that did the substantial equivalence assessment is required.

If it is determined that academic upgrading is required, requirements will be stated in terms of courses offered at the University of Saskatchewan because that is the sole dietetic training program in the province. Candidates can also apply to other Canadian universities to complete the required academic upgrading, but must verify with SCD that the courses will meet our upgrading requirements.

The University of Saskatchewan College of Pharmacy and Nutrition offers a certificate in human nutrition for Internationally Trained Dietitians (ITD) that consists of six specific courses (see page 22). Applicants are admitted at the discretion of the College of Pharmacy and Nutrition at the University of Saskatchewan. This ITD certificate program is only open to candidates who have had a substantial equivalence assessment and who are recommended by SCD.

Practicum upgrading opportunities in Saskatchewan are extremely limited and not guaranteed by completion of bridging or the ITD certificate. To be eligible to apply for the practicum readiness interview necessary to be placed on the practicum placement waitlist, candidates must pass the bridging courses/achieve at least 60% in nutrition courses and maintain a 65% cumulative average in upgrading courses. Candidates may then participate in a practicum readiness interview with the Saskatchewan Health Authority and meet the minimum acceptable score. Successful candidates will be placed on a waitlist for Nutrition 532 and enrolled on a first-come, first-served basis when capacity allows.

The ITD practicum course, Nutrition 532, is offered through the University of Saskatchewan and delivered by the Saskatchewan Health Authority. As noted above, completion of upgrading does not guarantee you will receive a practicum opportunity. Nutrition 532 (more info [here](#)) is a 30-credit unit practicum course that is up to 33 weeks in length. Tuition fees will be assessed by the University of Saskatchewan and performance expectations are set out in the course syllabus. The fees associated with any of the required certificates/prerequisites are the responsibility of the candidate (e.g., Food Safe Training, TLR Training, N95 Fit Test, WHMIS training, Criminal Record Check, and Immunizations) must be completed and submitted to the College of Pharmacy and Nutrition prior to commencing practicum.

Review of Registration Decision

Within 30 days of the date of the letter notifying them of the registration decision, applicants can request a review of their registration decision. Requests must be made in writing and identify grounds for the review/supporting documentation. Candidates have the right to appeal their registration eligibility decision related to the results of the competence assessment performed by the University of Alberta based on (a) irregularities in the exam administration process or (b) extraordinary, unforeseen, personal and not pre-existing circumstances that arise on the day(s) of the assessment. As soon as is possible after the letter/documentation is received, the SCD board will acknowledge and, if requested, provide the applicant with an opportunity to make a verbal presentation to the board.

External Supports

In addition to the information provided in this guide, the following links provide information on programs and services external to SCD that might be of interest to you. Please note that you are not required to access these programs and services in order to apply to SCD; they are presented for your information only.

Immigration, Refugees and Citizenship Canada (IRCC) has a program called [Settlement Online Pre-Arrival](#) (SOPA) which delivers pre-arrival orientation, employment and workplace culture communication support for immigrants focusing on job search, job readiness and job retention.

Saskatchewan has a number of services to help newcomers to Canada settle into the province including regional newcomer gateway, settlement advisors and employment counsellors. More information is available [here](#).

The Government of Saskatchewan offers Credential Recognition Grants of up to \$6,000 for Internationally Educated Health Professionals. For more information contact SaskJobs-Career Services at 1-833-613-0485 or careerservices@gov.sk.ca.

Health Careers in Saskatchewan information [here](#).

Funding - Career Loans (<https://careerloans.ca/clregister/>) and Windmill Microlending (<https://windmillmicrolending.org/>)

Dietitians of Canada (more info [here](#)) is the national professional association for Dietitians. Internationally educated dietitians are eligible to join as members and it provides access to resources and an opportunity to connect with others in the dietetics community in Canada.

Pathway to Licensure By Demonstration of Substantial Equivalence in Saskatchewan

Submit application and \$400 application fee to SCD along with following documentation:

Credential Assessment (WES- ICAP)
Practicum/Internship Verification Letter
SCD Form- Self Assessment vs ICDEPv3
Language Proficiency Documentation
SCD Form- Employer Verification

Verification of previous/current registrations
SCD Form- Practicum/Internship Summary
Applicant introduction and summary video
Resume/curriculum vitae
Continuing competence summary/verification

Not eligible for competency assessment. SCD will give feedback and info on career alternatives.

To proceed to the competence assessment at the University of Alberta, the applicant must meet the English language proficiency requirements and have supplied documentation to verify completion of both a) a degree with a focus on dietetics/nutrition from a recognized institution that would be comparable to a Canadian undergraduate degree in human nutrition and b) completion of a practical training that qualifies them as a registered dietitian in their home country (if applicable).

Applicants will pay a fee and be enrolled in a **competence assessment** delivered virtually in partnership with the University of Alberta that is offered twice a year and consists of 3 parts:

1. Foundational Knowledge Test
2. Multiple Mini Interviews
3. Practice Competence Evaluation

Based on both the document review and competence assessment, the SCD Registration Committee will make a **recommendation regarding substantial equivalence for registration eligibility** within 50 days of receiving all the required information. SCD will notify applicants in writing and provide a **pathway to licensure**.

Applicants with significant gaps in knowledge and competence will be deemed to be **not substantially equivalent** and will be required to complete a Canadian accredited dietetic program (academic and practicum) to be eligible for registration.

Applicants deemed **substantially equivalent** to an approved program for the purposes of registration are eligible for licensure with SCD.

Bridging and practical training upgrading.

The number of bridging courses to be specified in the assessment. Recommendations provided in terms of bridging courses available at the University of Alberta. Applicants are responsible for all application and course fees.

Academic and practical training upgrading required.

The University of Saskatchewan offers a Human Nutrition for Internationally Trained Dietitians (ITD) Certificate that includes the following 6 courses. Applicants are responsible for all application and tuition fees.

Nutr 350- Intro to Public/Community Health
Nutr 365- Food Service Management
Nutr 425- Nutrition Assessment
Nutr 441- Clinical Nutrition I
Nutr 442- Clinical Nutrition II
Nutr 446- Organization/Management Food Services

Practicum upgrading in Saskatchewan is not guaranteed. Upon successful completion of bridging courses or academic upgrading, applicants who achieve a minimum 60% in nutrition courses and a 65% cumulative average in upgrading courses become eligible to apply for a practicum placement. If they achieve a minimum acceptable score in a practicum readiness interview, they will be waitlisted for Nutrition 532 (a 30 credit unit/33 week practicum for internationally trained dietitians) and offered enrollment on first come, first served basis when there is capacity.

Once the applicant has successfully completed and provided proof of required upgrading (academic, bridging and/or practicum), SCD will issue a supplementary registration decision.

Applicants apply to be registered with SCD and issued a restricted license by submitting fees and a criminal record check. They are eligible to write the CDRE at its next available sitting (May, November). A maximum of three attempts at CDRE is permitted and mandatory upgrading is required after second failure.



Practicum Training/Internship Summary Form

Name:
Date of Completion:

NUTRITION CARE (eg. Clinical Nutrition)	ROTATIONS	HOURS COMPLETED	SETTING
	. E.g., GI, Diabetes, surgery, cardiology		E.g., Acute care, hospital, private clinic, long term care, outpatient, etc
	TOTAL CLINICAL HOURS:		
POPULATION HEALTH PROMOTION	ROTATIONS	HOURS COMPLETED	SETTING
	E.g., School health programming, public health, government, food security		E.g., School, government agency, public health clinic, etc
	TOTAL COMMUNITY HOURS:		
FOOD PROVISION, MANAGEMENT AND LEADERSHIP	ROTATIONS	HOURS COMPLETED	SETTING
	E.g., Food service management, personnel management/HR, processing/procurement, financial management		E.g., Acute care facility, long term care home, commercial food service, school, clinical program, etc.
	TOTAL MANAGEMENT HOURS:		
OTHER (eg. research, projects, rotations not included above)	ROTATIONS	HOURS COMPLETED	SETTING
	TOTAL OTHER HOURS:		



Name:
Date of Completion:

*Each performance indicator (PI) to be demonstrated at level of does in Miller’s Pyramid. See ICDEP for full description and indicate where you attained the knowledge/skill and ultimately demonstrated.

1. Food and Nutrition Expertise- Dietitians integrate their food and nutrition expertise to support the health of individuals, communities and populations				
1.01 Apply understanding of food composition and food science		Academic	Practicum	Work Experience
a	Demonstrate understanding of physical and chemical properties of food			
b	Demonstrate understanding of food preparation, processing and preservation			
c	Demonstrate understanding of the role of ingredients and their interaction in food preparation			
d	Demonstrate understanding of the sensory evaluation of food			
e	Demonstrate understanding of microbes in food			
f	Identify sources of micronutrients and macronutrients in food			
g	Identify sources of non-nutrient functional components in food			
1.02 Apply understanding of food environments		Academic	Practicum	Work Experience
a	Demonstrate knowledge of government policy in regulating food products in Canada			
b	Demonstrate understanding of factors affecting food systems in Canada			
c	Demonstrate awareness of Indigenous values and ways of knowing related to food environments			
d	Demonstrate understanding of factors affecting food security of Canadians			
e	Demonstrate understanding of factors affecting food safety			
f	Demonstrate understanding of sustainable food production, systems, and practices			
1.03 Apply understanding of human nutrition and metabolism		Academic	Practicum	Work Experience
a	Demonstrate understanding of the role of nutrients and other food components			
b	Demonstrate understanding of the processes of ingestion, digestion, absorption and excretion			
c	Demonstrate understanding of metabolism			

1.04 Apply understanding of dietary requirements and guidelines		Academic	Practicum	Work Experience
a	Demonstrate understanding of dietary requirements across the lifespan, in health and disease			
b	Demonstrate understanding of factors affecting energy balance in determining dietary requirements			
c	Demonstrate understanding of current nutrition recommendations and dietary guidelines			
d	Demonstrate understanding of how deficiencies and toxicities of nutrients affect health			
e	Demonstrate understanding of the role of dietary supplements			
1.05 Apply understanding of dietary practices		Academic	Practicum	Work Experience
a	Demonstrate understanding of behavioural theories relevant to food choice and eating			
b	Demonstrate understanding of social aspects food choice and eating			
c	Demonstrate understanding of psychological aspects food choice and eating			
d	Demonstrate understanding of the impact of financial resources on food choice and eating			
e	Demonstrate awareness of the role of Indigenous traditional / country foods in dietary practices			
f	Demonstrate awareness of the role of religion and culture in dietary practices			
g	Demonstrate knowledge of trends in food consumption			
1.06 Integrate nutrition care principles and practices		Academic	Practicum	Work Experience
a	Demonstrate knowledge of human physiological systems in health and disease			
b	Demonstrate knowledge of the etiology and pathophysiology of nutrition-related diseases			
c	Demonstrate understanding of nutrition-related disease management strategies			
d	Demonstrate understanding of the Nutrition Care Process			
1.07 Integrate population health promotion principles and practices		Academic	Practicum	Work Experience
a	Demonstrate understanding of determinants of health, health equity, and social justice			
b	Demonstrate knowledge of frameworks for population and public health			
c	Demonstrate understanding of strategies to enhance community capacity to take action on food and nutrition issues			
d	Demonstrate understanding of health promotion concepts and approaches			

1.08 Integrate quantity food provision principles and practices		Academic	Practicum	Work Experience
a	Demonstrate understanding of food provision strategies that foster health in individuals, communities and populations			
b	Demonstrate understanding of food provision strategies that support sustainable food systems and practices			
d	Demonstrate knowledge of food provision in emergency planning			
c	Demonstrate knowledge of approaches to food marketing			
2. Professionalism and Ethics <i>Dietitians use professional, ethical and client-centered approaches, to practice with integrity and accountability</i>				
2.01 Practice within the context of Canadian diversity				
a	Demonstrate knowledge of food , health and social systems in Canada			
b	Demonstrate understanding of the impact of diverse attitudes and values on health			
c	Identify structures that impact health equity and social justice			
2.02 Act ethically and with integrity		Academic	Practicum	Work Experience
a	Treat others with respect			
b	Act in a manner that engenders trust			
c	Act in accordance with ethical principles			
d	Accept accountability for decisions and actions			
e	Act in a manner that upholds the reputation of the profession			
f	Maintain professional boundaries			
2.03 Practice in a manner that promotes cultural safety		Academic	Practicum	Work Experience
a	Act with sensitivity and humility with regard to diverse cultural groups			
b	Demonstrate awareness of Indigenous values and ways of knowing related to health and wellness			
c	Demonstrate knowledge of the ongoing impact of colonization / residential schools / intergenerational trauma / systemic racism on Indigenous peoples in Canada			
d	Demonstrate awareness of the role of self-determination in supporting capacity development			
e	Act with awareness of how one's own biases, beliefs, behaviours, power and privilege may affect others			

2.04	Employ a client-centred approach	Academic	Practicum	Work Experience
a	Demonstrate knowledge of principles of a client-centred approach			
b	Ensure informed consent			
c	Identify client perspectives, needs and assets			
d	Engage client in collaborative decision making			
e	Maintain client confidentiality and privacy			
2.05	Practice according to legislative, regulatory and organizational requirements	Academic	Practicum	Work Experience
a	Demonstrate knowledge of federal requirements relevant to dietetic practice			
b	Demonstrate knowledge of provincial / territorial requirements relevant to dietetic practice			
c	Demonstrate knowledge of regulatory scope of practice, bylaws, standards of practice and codes of ethics			
d	Adhere to regulatory requirements			
e	Comply with organizational policies and directives			
2.06	Ensure appropriate and secure documentation	Academic	Practicum	Work Experience
a	Document relevant information accurately and completely, in a timely manner			
b	Maintain security and confidentiality of records			
2.07	Use risk management approaches	Academic	Practicum	Work Experience
a	Identify risks and hazards in the practice setting			
b	Contribute to an organizational culture of safety			
2.08	Manage time and workload	Academic	Practicum	Work Experience
a	Prioritize activities			
b	Meet deadlines			
2.09	Employ an evidence-informed approach to practice	Academic	Practicum	Work Experience
a	Demonstrate knowledge of factors that inform decision making			
b	Demonstrate knowledge of the process of evidence-informed decision making			
c	Make evidence-informed decisions			
2.10	Engage in reflective practice	Academic	Practicum	Work Experience
a	Demonstrate knowledge of principles of reflective practice			
b	Critically assess approaches to practice			
c	Develop goals and seek resources to improve practice			

2.11 Practice within limits of current personal level of professional knowledge and skills		Academic	Practicum	Work Experience
a	Articulate individual level of professional knowledge and skills			
b	Identify situations which are beyond personal capacity			
c	Address situations beyond personal capacity			
2.12 Maintain comprehensive and current knowledge relevant to practice		Academic	Practicum	Work Experience
a	Use relevant terminology			
b	Identify relevant sources of information			
c	Critically appraise information relevant to practice			
d	Identify emerging information relevant to practice			
2.13 Use informatics to support practice		Academic	Practicum	Work Experience
a	Demonstrate knowledge of information technologies relevant to practice			
b	Use information management systems			
3. Communication and Collaboration <i>Dietitians communicate effectively and collaborate with others to achieve practice goals</i>				
3.01	Use appropriate communication approaches	Academic	Practicum	Work Experience
a	Identify opportunities for and barriers to communication relevant to context			
b	Use communication approaches appropriate to context			
c	Use language tailored to audience			
3.02 Use effective written communication skills		Academic	Practicum	Work Experience
a	Write in a manner responsive to audience			
b	Write clearly and in an organized fashion			
3.03 Use effective oral communication skills		Academic	Practicum	Work Experience
a	Speak in a manner responsive to audience			
b	Speak clearly and in an organized fashion			
3.04 Use appropriate digital platforms for communication		Academic	Practicum	Work Experience
a	Demonstrate knowledge of digital communication platforms, and their appropriate uses			
b	Use digital communication platforms relevant to context			

3.05 Use effective interpersonal skills		Academic	Practicum	Work Experience
a	Employ principles of active listening			
b	Use and interpret non-verbal communication			
c	Act with empathy			
d	Establish rapport			
e	Employ principles of negotiation and conflict management			
f	Seek and respond to feedback			
g	Provide constructive feedback to others			
3.06 Engage in teamwork		Academic	Practicum	Work Experience
a	Demonstrate knowledge of principles of teamwork and collaboration			
b	Contribute effectively to teamwork			
3.07 Participate in collaborative practice		Academic	Practicum	Work Experience
a	Identify scenarios where dietetics knowledge is a key element in collaborative practice			
b	Identify scenarios where the expertise of others is a key element in dietetic practice			
c	Participate in discussions with team members			
d	Contribute dietetics knowledge in collaborative practice			
e	Draw upon the expertise of others			
f	Contribute to collaborative decision making			
4. Management and Leadership <i>Dietitians use management skills and provide leadership to advance health, through food and nutrition</i>				
4.01 Manage programs and projects		Academic	Practicum	Work Experience
a	Demonstrate understanding of management principles			
b	Contribute to strategic and operational planning			
c	Contribute to human resource management			
d	Contribute to financial management			
e	Contribute to physical resource management			
4.02 Assess and enhance approaches to practice		Academic	Practicum	Work Experience
a	Conduct a situational analysis			
b	Analyze, interpret and consolidate evidence to establish a course of action			
c	Plan the implementation of change			
d	Plan the evaluation of change			

4.03	Participate in practice-based research activities	Academic	Practicum	Work Experience
a	Frame question(s)			
b	Critically appraise literature			
c	Identify relevant methodology			
d	Interpret findings			
e	Communicate findings			
4.04	Undertake knowledge translation	Academic	Practicum	Work Experience
a	Identify food and nutrition knowledge relevant to others			
b	Reframe knowledge into a format accessible to others			
4.05	Advocate for ongoing improvement of nutritional health and care	Academic	Practicum	Work Experience
a	Identify opportunities for advocacy			
b	Identify strategies for effective advocacy			
c	Engage in advocacy			
4.06	Foster learning in others	Academic	Practicum	Work Experience
a	Demonstrate understanding of theories of teaching and learning			
b	Identify opportunities for learning			
c	Assess learning needs and assets			
d	Develop learning outcomes			
e	Implement educational strategies			
f	Evaluate achievement of learning outcomes			
4.07	Foster development of food literacy in others	Academic	Practicum	Work Experience
a	Demonstrate knowledge of the concept of food literacy			
b	Identify strategies to assist the development of food literacy			
c	Engage in activities to build food literacy			
4.08	Foster development of food skills in others	Academic	Practicum	Work Experience
a	Demonstrate understanding of factors that impact client's ability to safely plan, access, select, store and prepare food that meets their needs.			
b	Demonstrate awareness of the availability and preparation of Indigenous traditional / country foods			
c	Demonstrate awareness of the availability and preparation of foods specific to cultural groups			
d	Respond to the cultural foodways of client			
e	Identify strategies to assist in the development of food skills			
f	Critically appraise food messaging and marketing			
g	Interpret food label			
h	Demonstrate food preparation techniques			
i	Engage with client in building food skills			

5. Nutrition Care

Dietitians use the nutrition care process to provide individualized care

5.01 Conduct nutrition assessment		Academic	Practicum	Work Experience
a	Use appropriate nutrition risk screening strategies			
b	Identify relevant information			
c	Obtain and interpret food- and nutrition-related history			
d	Obtain and interpret medical history			
e	Obtain and interpret demographic, psycho-social and health behaviour history			
f	Obtain and interpret anthropometric measurements			
g	Obtain and interpret nutrition-focused physical findings			
h	Obtain and interpret biochemical data			
i	Obtain and interpret results from medical tests and procedures			
j	Obtain and interpret medication data			
k	Obtain and interpret assessment findings for chewing, swallowing and feeding			
5.02 Determine nutrition diagnosis		Academic	Practicum	Work Experience
a	Integrate assessment findings to identify nutrition problem(s)			
b	Prioritize nutrition problems			
5.03 Plan nutrition intervention(s)		Academic	Practicum	Work Experience
a	Determine nutrition goals			
b	Determine nutrition requirements			
c	Determine dietary modifications			
d	Determine therapeutic supplementation			
e	Determine supportive physical and social / environmental accommodations			
f	Determine enteral nutrition regimens			
g	Determine parenteral nutrition regimens			
h	Determine client learning needs and assets			
i	Determine required resources and support services			
5.04 Implement nutrition intervention(s)		Academic	Practicum	Work Experience
a	Coordinate implementation of nutrition intervention with client, care providers and relevant others			
b	Provide nutrition education			
c	Provide nutrition counselling			

5.05	Monitor nutrition intervention(s) and evaluate achievement of nutrition goals	Academic	Practicum	Work Experience
a	Determine strategies to monitor effectiveness of nutrition intervention(s)			
b	Evaluate progress in achieving nutrition goals			
c	Adjust nutrition intervention(s) when appropriate			
6. Population Health Promotion <i>Dietitians assess food and nutrition needs with communities / populations, and collaborate in planning to promote health</i>				
6.01	Assess food- and nutrition-related situation of communities and populations	Academic	Practicum	Work Experience
a	Identify types and sources of information required to assess food and nutrition-related situation of communities and populations			
b	Identify stakeholders			
c	Access relevant assessment information			
d	Interpret food and nutrition surveillance data			
e	Interpret health status data			
f	Interpret information related to the determinants of health and health equity			
g	Interpret information related to food systems and food practices			
6.02	Determine food- and nutrition-related issues of communities and populations	Academic	Practicum	Work Experience
a	Integrate assessment findings to identify food- and nutrition-related assets , resources and needs			
b	Prioritize issues requiring action			
6.03	Develop food- and nutrition-related community / population health plan	Academic	Practicum	Work Experience
a	Contribute to development of goals and objectives			
b	Identify strategies to meet goals and objectives			
c	Identify required resources and supports			
d	Contribute to identification of evaluation strategies			
6.04	Implement food- and nutrition-related community / population health plan	Academic	Practicum	Work Experience
a	Participate in implementation activities			
6.05	Monitor and evaluate food- and nutrition-related community / population health plan	Academic	Practicum	Work Experience
a	Contribute to monitoring implementation activities			
b	Contribute to evaluation activities			
c	Propose adjustments to increase effectiveness or meet modified goals and objectives			

7. Food Provision

Dietitians consult on / manage quantity food provision to support health

7.01	Determine food provision requirements of a group / organization	Academic	Practicum	Work Experience
a	Identify types and sources of information required to assess food provision needs			
b	Access relevant information			
c	Interpret situational factors that impact food provision			
d	Assess food provision requirements			
e	Integrate findings to determine food provision priorities			
7.02	Plan food provision	Academic	Practicum	Work Experience
a	Participate in development of goals and objectives			
b	Identify strategies to meet goals and objectives			
c	Identify required resources and supports			
d	Participate in identification of evaluation strategies			
7.03	Manage food provision	Academic	Practicum	Work Experience
a	Identify facility layout and equipment requirements for food production			
b	Participate in purchasing, receiving, storage, inventory control and disposal of food			
c	Develop and standardize recipes			
d	Participate in menu planning			
e	Participate in management of food production and distribution procedures			
f	Participate in maintaining safety, and quality control			
7.04	Monitor and evaluate food provision	Academic	Practicum	Work Experience
a	Participate in monitoring food provision activities			
b	Contribute to evaluation of food provision activities			
c	Propose adjustments to food provision to increase effectiveness or meet modified goals and objectives			



Introduction and Summary of my SCD Application

Please submit a 3-5 minute video where you provide answers to the following questions. If you are unable to submit a video, you can provide a written submission.

1. Introduce yourself (name) and describe why you are seeking registration as an RD in Saskatchewan (e.g., areas of interest, practice areas where you will pursue employment)
2. Briefly describe the timeline for your dietetic education training (i.e., name of institution/program and years) and internship/practical training.
3. Does your training qualify you to be a dietitian or registered dietitian in the country you have received your training or were previously living? Why or why not?
4. Briefly describe your dietetic-related employment and/or volunteer experiences, including what your duties and your responsibilities were. Describe how you have been keeping your dietetic knowledge and skills current.
5. Is there a dietetic regulatory body or licensing body in the country where you took your training or were previously living? What is the name of this organization and what is required to obtain and maintain a licence (i.e., exam, work experience)?
6. What is your knowledge/familiarity with the health care system in Canada?
7. What is your understanding of the context of dietetic practice in Canada?



This is a request for a description of the position and the work performed by the applicant listed below. This individual has submitted an application for Registration with the Saskatchewan College of Dietitians. In order to complete the processing of this application, additional information, which will enable a review of credentials and work experience, is required.

This information is not intended to be a personal reference, but rather, a position description. It will become part of the applicant's file and will be used in the review for registration. *It is the applicant's responsibility to obtain this information and to ensure that it is sent directly to SCD.* Your cooperation is appreciated.

Name of Applicant:	
Name of Employer:	

Please provide the following information:

- I certify that (name of applicant) _____ was employed by
(name and address of employer): _____
in the capacity as (job title) _____
in Full Time **or** Part Time capacity (specify number of hours/week or month) _____
from start date (day/month/year): _____ to end date: _____
Reason for Separation or End of Employment (if applicable): _____
- Has the above-named individual committed any act of professional misconduct, incompetence or incapacity during his/her employment at your facility? If the answer is yes, please elaborate in an attached letter. **Yes** **No**
- Please attach a job description or provide a full description of the area of employment, roles, responsibilities and activities performed by the applicant. Please provide as complete a profile of this applicant's position and work experience as possible.

Signature:	I verify that all information contained here is true and accurate.	
Name (Please Print):		
Position Title:		Tel # ()
		Date:

Please send this completed form with the information requested directly to the
SCD Registrar at:

**Saskatchewan College of Dietitians
Box 277, Rosetown, SK, S0L 2V0**

University of Saskatchewan ITD Certificate and Nutrition 532.30 Practicum

The University of Saskatchewan offers a Certificate in Human Nutrition for Internationally Trained Dietitians (ITD) that is only open to applicants who have been assessed for substantial equivalence and recommended by the Saskatchewan College of Dietitians.

Applicants are admitted to the certificate program at the discretion of the University of Saskatchewan- College of Pharmacy and Nutrition. The Certificate in Human Nutrition for ITD (more info [here](#)) is awarded following completion of the following 6 courses (18 credit units):

- Nutrition 350- Introduction to Public/Community Health
- Nutrition 365- Food Service Management
- Nutrition 425- Nutrition Assessment
- Nutrition 441- Clinical Nutrition I
- Nutrition 442- Clinical Nutrition II
- Nutrition 446- Organization/Management Food Services

Candidates with significant gaps in dietetic knowledge/competence that is beyond what is provided for in the ITD certificate program will be directed to complete an accredited dietetic program (academic and practicum) to become eligible for registration with the Saskatchewan College of Dietitians. More information on the University of Saskatchewan dietetic program [here](#) and other accredited Canadian dietetic programs [here](#).

There are very limited opportunities for practicum upgrading in Saskatchewan and completion of the ITD certificate or bridging courses does not guarantee that you will be provided with a practicum. To be eligible to apply for practicum, candidates must pass the bridging courses or achieve at least 60% in nutrition courses, and maintain a 65% cumulative average in upgrading courses. Candidates must also participate in a practicum readiness interview with the Saskatchewan Health Authority and meet the minimum acceptable score. Successful candidates will be placed on a waitlist for Nutrition 532 and enrolled on a first-come, first-served basis when capacity allows.

Nutrition 532.30 (more info [here](#)) is a 30-credit unit practicum course that is up to 33 weeks in length offered by the University of Saskatchewan (College of Pharmacy and Nutrition) and delivered in the Saskatchewan Health Authority. Tuition fees will be assessed by the University of Saskatchewan and performance expectations are set out in the course syllabus. The fees associated with any of the required certificates/prerequisites are the responsibility of the candidate (e.g., Food Safe Level Training, TLR Training, N95 Fit Test, WHMIS training, Criminal Record Check, and Immunizations) and must be completed and submitted to the College of Pharmacy and Nutrition prior to commencing practicum.