



**STATE OF NEBRASKA**  
 DEPARTMENT OF HEALTH AND HUMAN SERVICES  
 Licensure Unit  
 P.O. Box 94986, Lincoln, Nebraska 68509-4986  
 Inna Karpyuk 402-471-4359 or [inna.karpyuk@nebraska.gov](mailto:inna.karpyuk@nebraska.gov)

**Medical Nutrition Therapy  
 APPLICATION FOR REVIEW OF A  
 CERTIFICATE PROGRAM  
 CONTINUING EDUCATION**

<b>SECTION A - Name And Address: (Please <u>print</u> your name and full address)</b>		
First:	Middle:	Last:
Street/PO/Route:		
City:	State:	Zip

Date \_\_\_\_\_ Signature \_\_\_\_\_

Telephone Number: \_\_\_\_\_

<b>SECTION B – Certificate Program Information</b>	
1	Name of the certificate program:
2	Objectives of the program:

Attach a course outline of the program

**FOR OFFICE USE ONLY - BOARD DETERMINATION**

Approved \_\_\_\_\_ hours credit

Denied, Reason: \_\_\_\_\_

\_\_\_\_\_  
 (Signature of Reviewer) \_\_\_\_\_  
 (Date)

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**NOTE:** This application may take 45 days to process from the date of receipt of this application. Please submit your application in a timely manner.

In accordance with the division's records retention schedule, continuing education application materials will be disposed of after 30 days of the date of the approval letter.

This form may be completed online and submitted to the address listed below.

### **Continuing Education Requirements:**

**Approved Certified/Certification/Certificate Programs:** 20 hours (unless noted otherwise) will be granted for completing a certified program, certification program or certificate program as follows:

1. Certified Nutrition Support Clinician sponsored by the National Board of Nutrition Support Certification, Inc (NBNSC);
2. Certified Diabetes Educator sponsored by the National Certification Board for Diabetes Educators (NCBDE);
3. Certified Lifestyle and Weight Management Consultant sponsored by the American Council on Exercise (ACE);
4. Board Certification as a Specialist in Pediatric Nutrition sponsored by the Commission on Dietetic Registration (CDR);
5. Board Certification as a Specialist in Renal Nutrition sponsored by the Commission on Dietetic Registration (CDR);
6. Board Certification as a Specialist in Gerontological Nutrition sponsored by the Commission on Dietetic Registration (CDR);
7. Board Certification as a Specialist in Oncology Nutrition sponsored by the Commission on Dietetic Registration (CDR);
8. Board Certification as a Specialist in Sports Dietetics sponsored by the Commission;
9. International Board of Lactation Consultant Examiners (IBLCE);
10. Certificate Programs approved through the American Dietetic Association (ADA):
  - a. Certificate of Training in Childhood and Adolescent Weight Management sponsored by the Commission on Dietetic Registration (CDR) – 29 hours acceptable); and
  - b. Certificate Training in Adult Weight Management sponsored by the Commission on Dietetic Registration (CDR) – 28 hours acceptable; and (11) Board Certified/Certification/Certificate Programs approved by the ADA/CDR; and
11. Board Certified/Certification/Certificate Programs approved by the ADA/CDR.

The Board will evaluate applications from providers, or licensees, of certificate programs which are not listed above in order to determine if approval is to be granted or denied.

To be approved, a certificate program must meet the following criteria:

1. The objectives must relate to the enhancement of skills/practice of medical nutrition therapy;
2. The program must require that candidates meet eligibility requirements; and
3. The program must require that candidates pass an examination to become initially certified and require certificate holders to pass an examination for recertification in order to remain certified.

Once an application for approval of a continuing competency program/activity has been granted by the Board, reapproval is not required for each occasion on which such program/activity is administered within the biennial renewal period, so long as the program/activity is not changed, or so long as the program/activity requirements are not changed by law.

For each subsequent renewal period and if the program/activity, or any portion of a program/activity is changed within the renewal period, reapplication must be made in accordance with 172 NAC 61-009.02 through 172 NAC 61-009.07

**Prior Approval:** To obtain prior approval of continuing competency program/activity(s), a complete application must be received by the Board at least 45 days prior to the date on which the program/activity is to be given. The Board will act within 60 days upon all completed applications for continuing competency approval and will notify the applicant.

**Post-Program/Activity Approval:** Applications for approval of continuing competency programs/activities may be made after the program/activity has occurred.

**Advertisement of Approvals:** After the Board has granted its written approval of the application, the provider is entitled to state upon its publications: "This program/activity is approved for \_\_\_\_\_ (number of hours approved) by the Nebraska Board of Medical Nutrition Therapy".

This form may be completed online and submitted to the address listed below.

Continuing Competency Certificate of Completion: Each provider of an approved continuing competency program/activity must furnish to each person completing the program/activity a certificate of completion.

1. Each certificate must include the following:
  - a. Program/activity name;
  - b. Name of the participant and his/her license number;
  - c. Provider's name; and
  - d. Number of hours received by the licensee, not to exceed the number of hours granted for the program/activity.
2. Presentation of the certificate constitutes evidence that the person complied with all requirements of the program/activity and completed the program/activity.

Program/Activity Monitoring: The provider must employ a reliable system to monitor the physical presence of participants throughout the entire program/activity. If a participant chooses not to participate in the entire program/activity, the certificate of attendance must reflect the participant's actual hours of attendance.