## SUBJECT: DEFINITION OF TERMS POLICY

Commission on Dietetic Registration the credentiling agency for the credentiling agency for the right, and Dietetics

Effective Date: February 2015 Revised: December 2024

## PURPOSE

The Definition of Terms List function as a resource for registered dietitian nutritionists (RDNs), nutrition and dietetics technicians, registered (NDTRs) and other individuals and groups. The Definition of Terms List is a collection of definitions that are related to the Scope and Standards of Practice for credentialed nutrition and dietetics practitioners. The terms have citations and are cross referenced with other sound resources.

As a reference document, the terms and definitions:

- focus primarily on terminology applicable to the scope and standards of practice for the RDN and for the NDTR;
- serve to standardized language for consistent application in Commission on Dietetic Registration (CDR) and Academy of Nutrition and Dietetics (Academy) resources and publications; and
- serve as a resource for varied uses such as public policy development, regulations related to
  professional licensure, and as needed by academia, research, professional publications, employers and
  industry.

## OVERVIEW

The CDR Practice Competence Committee (PCC) receives, processes, and reviews all requests for revisions and additions to the Definition of Terms list. The PCC convenes the Definition of Terms Task Force (DoT TF), as necessary. The PCC and DoT TF share their recommendations with the sender and applicable CDR and Academy organizational units, committees, or groups prior to final approval by the PCC.

The need for revisions, additions, or deletions to the Definition of Terms is inherent. The PCC and the DoT TF develop new terms and definitions, review and revise terms and definitions as indicated per Scope and Standards of Practice documents and maintain the Definition of Terms List. The full Definition of Terms List is reviewed every 5 years with individual term changes addressed in intervening years.

### **COMPOSITION AND FUNCTION**

The TF chair is a current or past member of the PCC or a CDR Commissioner. Members of the TF may also be current and past members of the PCC, past members of DoT TF, or CDR Commissioners, and/or subject matter experts. The DoT TF processes and facilitates review and revision of terms in the Definition of Terms List as indicated or requested by PCC or other CDR/Academy/ACEND organizational unit prior to the PCC review and approval.

### PROCEDURE

- Requests to add, revise or retire terms in the Definition of Terms document are submitted by completing the applicable form: <u>https://www.surveymonkey.com/r/DefinitionForm</u>. Requests may be made by:
  - CDR/Academy committees, groups or panels,
  - organizational units (Accreditation Council for Education in Nutrition and Dietetics [ACEND], Nutrition and Dietetic Educators and Preceptors [NDEP], Academy of Nutrition and Dietetics Foundation),
  - Dietetic Practice Groups, Member Interest Groups,
  - Academy staff, external groups, and other stakeholders.
- 2. The procedure for adding, revising, and retiring definitions is outlined in the Process Flow Diagram below.
- 3. The DoT TF conducts a comprehensive review of the DoT List every five years or as needed. The TF collaborates with CDR/Academy organizational units and committees/panels as needed for reviewing, updating, or retiring terms with final approval by the PCC. Individual terms are added, revised, or retired as needed in the intervening years.

# Assign Terms to SME Groups

### The Definition of Terms Task Force aligned terms to the various Commission on Dietetic Registration (CDR) and Academy of Nutrition and Dietetics (Academy) committees, panels, or organizational groups (groups). The identified groups were requested to provide Subject Matter Expert (SME) review and feedback.

# Update per Feedback

The Definition of Terms Task Force incorporated applicable edits into each term and definition. The entire list was reviewed and any questions were returned to the SME group(s) for further input before finalizing the definition.



# List Finalization

The Definition of Terms Task Force reviewed and approved the Definition of Terms List. Then, the CDR Practice Competence Committee reviewed and approved the list for publication. CDR finalized the Definition of Terms List format and published to the website.

# **Initial Review of Terms**

Definition of Terms Task Force reviewed existing list of terms and identified which terms to revise, add, or delete to align with the purpose of the list- terms that that are related to the Scope and Standards of Practice for credentialed nutrition and dietetics practitioners.

# SME Review

CDR and Academy groups reviewed the assigned terms and definitions. They offered suggested edits and updated to current evidence-based references. Groups were given the instruction that all terms must have an appropriate and relevant reference.