

**COMMISSION ON DIETETIC REGISTRATION
ENTRY-LEVEL REGISTRATION EXAMINATIONS
FOR DIETITIANS AND DIETETIC TECHNICIANS
Q & A/FACT SHEET – Effective January 1, 2014**

Effective January 1, 2014 the CDR entry-level registration examinations for dietitians and dietetic technicians will be administered by Pearson VUE. For more information about Pearson VUE, please visit the Pearson VUE website at www.pearsonvue.com.

Examination Vendor Transition	
Q. 1	Why is CDR changing testing vendors?
A	ACT, Inc., CDR's current testing agency, informed CDR earlier this year that it will no longer be administering professional credentialing examination programs. CDR selected Pearson VUE as its testing agency after a rigorous RFP selection process.
Q. 2	Will the examination administration and candidate experience be similar to what was experienced when ACT administered the examinations?
A	Yes. The transition of agencies from ACT to Pearson VUE will be seamless. Candidates should experience no change in their examination experience and score report. Pearson VUE was selected by CDR because there would not be a need to alter the current format and administration of the registration examination. CDR is confident that Pearson VUE will provide the same high-quality examination service that was experienced with ACT.
Q. 3	As an examination candidate, what changes can I expect with this examination vendor transition?
A	Examinees granted exam eligibility that do not test prior to December 31, 2013 will need to contact the Commission on Dietetic Registration for reauthorization although the application fee will be waived. Otherwise, the registration and scheduling process will be similar or improved upon.
Q. 4	As a result of changing administrators, will there be a change in the examination multiple choice question format?
A	No. The examination format will not change.
Q. 5	Will there be a change in the Content Outline/Domains or Passing Score of the examination?
A	No. The Content Outline/Domains and Passing Score will not change with the transition of examination vendors. The Content Outline/Domains only change after a Dietetic Practice Audit has been conducted. The next Practice Audit will be conducted in 2015 and a new examination content outline will be effective January 2017.
Q. 6	Will academic programs receive different candidate examination reports?
A	No. Since the examination content outline and format have not changed, the Summary by Registration Eligibility Pathway or institutional score reports by program will not change.
Q. 7	Where will the computerized examinations be administered?
A	CDR's testing agency, Pearson VUE, has over two hundred fifty (250) approved examination test centers nationwide, conveniently located in professional office spaces. Candidates will receive the most updated test center listing at the time of test registration. Center locations are subject to change.

Examination Format and Development Information	
Q 8	What is the difference between computer based testing (CBT) and computer adaptive testing (CAT)?
A	<p>Computer based testing (CBT) is an umbrella term used to describe several formats of examinations administered by computer. These tests may range from conventional multiple-choice tests administered on a personal computer to virtual reality simulations.</p> <p>Computer adaptive testing (CAT) is a specific type of computer based testing. An adaptive test is commonly shorter than a traditional paper-and-pencil test. CAT also results in more measurement efficiency as it administers questions that provide the most important information about the examinee's competence.</p>
Q. 9	How often will the computerized examinations be administered?
A	The examinations will be administered year round at over two hundred fifty (250) Pearson VUE test centers nationwide. Test sites are typically open Monday through Friday, with some centers also open on Saturdays.
Q. 10	How often does the examination content outline (test specifications) change?
A	The content outline changes following the review and analysis of the Dietetics Practice Audit. The last Audit was conducted in 2010. The current content outline took effect January 1, 2012. The next Practice Audit will be conducted in 2015. The content outline will be updated based on this audit and the new content outline will be effective January 2017.

	Dietitians		Dietetic Technicians	
Domain I	Food and Nutrition Sciences	12%	Food and Nutrition Sciences	10%
Domain II	Nutrition Care for Individuals and Groups	50%	Nutrition Care for Individuals and Groups	34%
Domain III	Management of Food and Nutrition Programs and Services	21%	Principles, Education and Training	7%
Domain IV	Foodservice Systems	17%	Foodservice Systems	22%
Domain V			Management	27%

Q.11	How many questions will be on the Registration Examination for Dietitians?
A	The examination will be variable length. Each examinee will be given, and must receive , a minimum of one hundred and twenty-five questions: one hundred (100) scored questions and twenty-five (25) pretest questions in order for the examination to be scored . The maximum number of questions possible is one hundred and forty-five (145): one hundred and twenty (120) scored questions, and twenty-five (25) un-scored pretest questions.
Q. 12	How many questions will be on the Registration Examination for Dietetic Technicians?
A	The examination will be variable length. Each examinee will be given, and must receive , a minimum of one hundred and ten (110) questions; eighty (80) scored questions and thirty (30) pretest questions in order for the examination to be scored . The maximum number of questions possible is one hundred and thirty (130); one hundred scored questions and thirty (30) un-scored pretest questions.
Examination Authorization and Fee Payment	
Q. 13	How long after candidates complete registration eligibility requirements (academic and supervised practice) will it take to be authorized to test?
A	The entire process, from the time the Commission on Dietetic Registration receives the program director candidate eligibility information to the time the candidate receives the Pearson VUE examination application email, is 3 to 4 weeks.

Q 14	How much is the examination application fee?
A	The examination application fee for dietitians is \$200 and \$120 for dietetic technicians.
Q. 15	Will the online examination application, sent with the link for the <i>Handbook for Candidates</i> by Pearson VUE, expire?
A	The examination application expires one year after it is issued by Pearson VUE. (Refer to page 1 of the <i>Handbook for Candidates</i> .) If the examination application process and examination are not completed within this one-year time period, the examinee must contact the Commission on Dietetic Registration to request reauthorization and a new application.
Q. 16	Does the authorization to take the examination expire?
A	Yes. The CDR authorization to test expires after the test is taken or one (1) year after receipt of the examination application email, whichever occurs first. This means that examinees have 365 days from receipt of the application email from Pearson VUE to register, pay, schedule and complete the examination. If examinees take the test and are unsuccessful, they must contact CDR in order to re-establish eligibility to take the test again. It is important to note that some employers and licensure boards may establish shorter limits on the testing authorization period.
Examination Experience	
Q. 17	How much time will examinees have to complete the examination?
A	Examination testing appointments are three (3) hours; two and one-half (2 ½) hours to take the examination and thirty (30) minutes to complete a non-disclosure agreement, an introductory tutorial and a survey. The timer/clock will begin with question one of the examination. Examinees will have two and one-half (2 ½) hours to complete the examination once the timer/clock begins. The examinee will have the option to hide the clock during the examination.
Q. 18	Will examinees be given an opportunity to become familiar with the computer before beginning the test?
A	Yes. Examinees will be allowed to take a tutorial on the computer prior to beginning the actual examination. This tutorial will include detailed instructions on taking the computerized examination and provide an opportunity to respond to practice questions. In addition, prior to the exam appointment, there will be a practice test available at www.pearsonvue.com/CDR for candidates to download to experience the navigation of exams.
Q. 19	Will a calculator be provided at the test center?
A	Yes. A simple calculator is provided online, at each computer workstation. Examinees are not permitted to bring their own calculator.
Q. 20	Will the test questions be in multiple-choice format?
A	Yes. Each question has four (4) answer options.
Q. 21	Will the test questions be numbered?
A	Yes. The examination questions will be numbered.
Q. 22	Will examinees be allowed to change question responses, skip questions, or review question responses?
A	No. Each question will require a response in order to continue the examination process. Once an examinee answers a question and continues to the next question, the examinee is not permitted to review or change previous examination questions/responses.
Q. 23	Why are there more pretest questions on the Registration Examination for Dietetic Technicians than the Registration Examination for Dietitians?

A	It is important that new questions be pre-tested for both examinations on a regular basis. The Registration Examination for Dietetic Technicians was only administered once per year until 1996 and coupled with a small examinee volume reduced the number of pretest questions administered each year. With computerized testing and year round administration, CDR can pretest more questions and increase the bank of questions.
Examination Scheduling, and Test Center Issues and Protocols	
Q. 24	How should I report scheduling problems?
A	If you experience difficulty during scheduling, please contact Pearson VUE's Candidate Service Center at 1-888-874-7651.
Q. 25	How should I report onsite testing problems?
A	If you experience technical difficulties during testing, please notify the test center personnel/proctor immediately. Candidates are responsible for following the instructions for notifying the proctor of a testing problem.
Special Accommodations	
Q. 25 6	Will the Commission continue to make special accommodations for examinees with disabilities?
A	Yes. Reasonable accommodations for candidates with disabilities, provided appropriate medical documentation is submitted with the request for special testing accommodations, will be made. Refer to the <i>Handbook for Candidates</i> for specific documentation requirements. All evaluations will be done by Pearson VUE staff knowledgeable about the Americans with Disabilities Act.
Study Guides	
Q. 27	Are there any other materials available to assist examinees in preparing to write the examination?
A	The Commission on Dietetic Registration publishes two study guides; <i>Study Guide for the Registration Examination for Dietitians</i> ; and <i>Study Guide for the Registration Examination for Dietetic Technicians</i> . Both study guides include a comprehensive study outline, references and practice examination. The practice examination is provided in both hard copy and online computer versions.
Score Reports: Candidates	
Q. 28	When will examinees receive their score reports?
A	Examinees will see scores on-screen when they complete their exams and printed score reports will be distributed to examinees by testing center staff as examinees leave the test center.
Q. 29	What information will be included on the examinee score report?
A	The examinee score report will include the examinee's scaled score and the scaled score required to pass the examination. In addition, the score report will also document the candidate's scaled sub-scores.

January 1, 2012 to December 31, 2017

	Sub-Score Titles	Registration Examination for Dietitians	Registration Examination for Dietetic Technicians
I	Food and Nutrition Sciences	Domains I, and II	Domains I, II, and III
II	Food Service Systems/ Management	Domains III and IV	Domains IV and V

Q. 30	Will the scaled score required to pass the examination change from the current minimum passing scaled score of twenty-five (25)?
A	The scaled score required to pass the examination will remain twenty-five (25) on a scale of one (1) to fifty (50).
Q. 31	If the examinee decides to stop before responding to the minimum number of questions required to make a pass/fail decision, will the examinee's score be reported as a "fail?"
A	No. If an examinee does not respond to the minimum number of questions required to make a pass/fail decision, the examination will not be scored. The examinee will receive a form documenting their decision to quit the examination. The examinee must contact the Commission on Dietetic Registration to be reauthorized to test. No refunds will be provided.
Score Reports: Academic Programs	
Q. 32	Will dietetics education program directors receive institutional score reports?
A	Yes. Program directors will receive institutional reports in February and August of each year. The institutional score report will include scaled scores for program graduates (examinee names will only be included if the examinee authorized release of scores with examinee name), percentile ranks, national mean scores, institutional examinee mean scores, and scaled sub-scores.
Examination Reauthorization	
Q. 33	How soon can unsuccessful examinees retake the registration examination?
A	Examinees will be allowed to retest forty-five (45) days after taking the examination unsuccessfully. They must contact the Commission on Dietetic Registration to be reauthorized as examination-eligible and pay the current examination application fee.
Q. 34	Under what conditions must the examinee contact the Commission on Dietetic Registration to be reauthorized to test?
A	The examinee must contact the Commission to be reauthorized to test: <ul style="list-style-type: none"> • when the examinee registers with ACT but does not test by December 31, 2013. • when the examinee fails the examination, • when the examinee's one-year authorization period ends, • when the candidate fails to cancel the testing appointment within the specified timeline, • when the candidate arrives late for the scheduled testing appointment, and • when the candidate chooses to terminate the examination before answering the minimum number of questions.
Q. 35	How often may examinees take the registration examination?
A	Once an examinee establishes eligibility to take the examination there is no limit on the number of times an examinee may take the examination, provided the examinee waits the required forty-five (45) days between test dates. Please check with your state licensure board for state specific requirements regarding retesting for licensure purposes.
Q. 36	What is the last day examinees can register and schedule test appointments with ACT?
A	The last day to register and schedule a test appointment with ACT is Friday, December 27, 2013. The last possible day for testing with ACT is Tuesday, December 31, 2013. Please see Q. 40 regarding exam authorization.
Q. 37	What is the last day examinees can test with ACT?
A	The last day to test with ACT is Tuesday, December 31, 2013. Same day scheduling is not available so test appointments need to be scheduled no later than Friday, December 27, 2013.

Q. 38	What is the first day examinees can register and schedule a test appointment through Pearson VUE?
A	Examinees can register through Pearson VUE and schedule an exam beginning Friday, November 1, 2013. The first day appointments are available at Pearson VUE test centers is Thursday, January 2, 2014.
Q. 39	What is the first day testing is available at Pearson VUE test centers?
A	The first day appointments are available at Pearson VUE test centers is Thursday, January 2, 2014.
Q. 40	Will examinees' ACT exam authorizations still be valid after December 31, 2013?
A	No. If examinees receive exam authorizations from ACT, but do not test by December 31, 2013, they will need to reapply for authorization through Pearson VUE. Application fees will be waived.