

Policy Canadian Dietetic Registration Examination – Upgrading After a Second Failure	Replaces former policy: <input checked="" type="checkbox"/> Title: CDBC Examination – Third Attempt <input type="checkbox"/> N/A
Dietetics	Date Effective: 2025-05-15
	Last Update: Select date
Contact: Director, Licensure	

Policy Statement

After a candidate fails the Canadian Dietetic Registration Examination (CDRE) for a second time, the Registration Committee must assign academic and/or practical upgrading to be completed by a specified date.

Upgrading requirements, as described in Appendices A and B, will be determined by the candidate's CDRE Performance Reports and Self-Directed Learning Plan.

Academic and practical upgrading may be obtained concurrently.

1. Policy Rationale and Purpose

CHCPBC monitors the number of times a candidate fails the CDRE. After the second CDRE failure, the Registration Committee must determine additional education and/or practical training required to assist a candidate to best prepare for the CDRE.

This policy provides guidance to CHCPBC Bylaws Schedule 2, 5.4 to clarify the conditions a candidate must meet to be eligible to apply for a third and final attempt at the CDRE.

2. Policy Scope

This policy applies to the CHCPBC Registration Committee and to CDRE candidates, including Applicants to and Former Registrants of the Designated Health Profession of Dietetics, who have failed the CDRE twice and are seeking a third and final attempt.



3. Legal Authority

- CHCPBC Bylaws, Schedule 2, subsection 5.4

4. Key Partnerships

The Alliance of Canadian Dietetic Regulatory Bodies.

5. Definitions

N/A

6. Process Check

The following documents have been consulted and applied to this policy.

- ☒ Policy Framework (in draft)

7. Resources/References

CHCPBC Self-Directed Learning Plan - Upgrading After Second CDRE Failure

CHCPBC Approved Upgrading Course List - Dietetics

CHCPBC Attestation of Competence

College of Dietitians of Ontario Upgrading After a Second Failure of the CDRE Policy

Reviewed by the Board on:		Select date	<input checked="" type="checkbox"/> N/A
Reviewed by the Registrar/Deputy Registrar on:		Select date	<input checked="" type="checkbox"/> N/A
Date Approved 2025-05-15	Approved By <input type="checkbox"/> Board <input checked="" type="checkbox"/> Committee (Registration Committee) OR Name <i>Full Name</i>		



	Title <i>Title</i>		
Date Effective 2025-05-15	Revision history	Last Updated:	Select date
Next Review 2030-05-15		Previous Update:	Select date
Updated by: Name Jen Pezel		Title Policy Advisor	



Appendices

Appendix A

Academic Upgrading Requirements

1. Academic upgrading will be based on the CHCPBC Approved Upgrading Course List - Dietetics.
2. Evidence of completion of required academic upgrading requirements will be through course completion certificates or other objective means of confirmation.

Appendix B

Practical Upgrading and Supervision Requirements

1. Practical upgrading must be:
 - a. approved by the Registration Committee prior to implementation,
 - b. a minimum number of hours set by the Registration Committee,
 - c. completed in Canada, and
 - d. supervised by a licensed or registered dietitian (a “Supervisor”) in good standing in a Canadian jurisdiction.

Note: The Supervisor must declare any conflict of interest prior to accepting the placement.
2. Candidates are responsible for creating a plan for practical upgrading, which must be submitted to the Registration Committee for approval. Ideally, the plan is designed in consultation with a Dietitian who is familiar with:
 - i. the Integrated Competencies for Dietetic Education and Practice (ICDEP);
 - ii. entry-to-practice level knowledge, skills, abilities, and judgement; and
 - iii. assessing dietetic practicum students.
3. Direct supervision is required for the first portion of the practical upgrading.



4. Supervision evolves from direct monitoring and guidance to indirect oversight and mentoring, as candidates' knowledge, skills, abilities and judgement reach entry-to-practice levels of competence.
5. Candidates must meet the requirements of each facility where practical upgrading is undertaken, including professional liability coverage.
Note: Any costs related to practical upgrading placements are the responsibility of the candidate (e.g., liability insurance, criminal records checks, travel, etc.).
6. The Supervisor must submit a signed Attestation of Competence Form for Practical Upgrading, along with the candidate's practical training upgrading plan.
7. Evidence of completion of required practical upgrading requirements will be through:
 - a. submission of a completed Competency Evaluation Form, signed by the Supervisor, detailing the Performance Indicators successfully achieved, and
 - b. submission of a candidate's upgrading plan, showing that it has been successfully completed and that required practice hours have been met.