

CHAPTER 3250
BOARD OF DIETETICS AND NUTRITION PRACTICE
LICENSURE AND PRACTICE

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3250.0050 FEE SCHEDULE.

[For text of subs 1 and 2, see M.R.]

Subp. 3. **License renewal fee.** Annual renewal fees are due by November 30 of each year. Renewal requests postmarked after November 30 shall be assessed a late penalty fee. The fees are as follows:

- A. annual renewal, \$100; and
- B. late renewal penalty, \$50.

Statutory Authority: *MS s 148.623; 148.624; 214.06*

History: *22 SR 596; 23 SR 1151*

3250.0100 PURPOSE.

The primary purpose of continuing education is to ensure the public of an optimum quality of dietetic and nutrition care by requiring dietitians and nutritionists to take part in educational programs designed to advance their professional skills and knowledge.

Statutory Authority: *MS s 148.623; 214.06; 214.12*

History: *22 SR 595*

3250.0110 DEFINITIONS.

Subpart 1. **Scope.** For the purposes of parts 3250.0110 to 3250.0150, the terms in this part have the meanings given them.

Subp. 2. **Program.** "Program" means an educational activity related to the practice of dietetics and nutrition that offers a specified number of continuing education units. Programs shall be approved by the board or a board-recognized reviewer.

Subp. 3. **Unit.** "Unit" means the equivalent of one clock hour of credit for participation in a program. Units per program shall be determined by the board or board-recognized reviewer. Refreshment breaks and lunches do not count for unit credit.

Subp. 4. **Board-recognized reviewer.** "Board-recognized reviewer" means an organization, approved by the board, that has and maintains current knowledge of dietetics and nutrition necessary to determine whether the program content meets the criteria outlined in part 3250.0130.

Statutory Authority: *MS s 148.623; 214.06; 214.12*

History: *22 SR 595*

3250.0120 REQUIRED CONTINUING EDUCATION.

Each person licensed to practice dietetics and nutrition in this state shall, as a prerequisite for the continued renewal of the person's license, obtain a minimum of 45 continuing education units every three years by participating in board-approved continuing education programs.

Statutory Authority: *MS s 148.623; 214.06; 214.12*

History: *22 SR 595*

3250.0125 QUALIFYING UNITS.

In order to meet the requirements of part 3250.0120, programs and the assigned number of units for the program must be approved by the board. The board shall approve programs

that meet the criteria specified in part 3250.0130. Alternatively, the board shall accept programs approved by board-recognized reviewers. Board approval of programs may be sought by the licensed individual or the sponsor of a program. Board approval of programs may be sought either in advance of or after participation in the program. Units may be obtained through a variety of formats, including, but not limited to, classes, conferences, correspondence study courses, lectures, seminars, study groups, exhibits, poster presentations, and publications.

Statutory Authority: *MS s 148.623; 214.06; 214.12*

History: 22 SR 595

3250.0130 CONTINUING EDUCATION APPROVAL CRITERIA.

The board and board-recognized reviewers shall use the following criteria to determine whether to approve continuing education programs and to determine how many units to assign to each program:

A. the extent to which the material to be presented is likely to enhance knowledge and skill in the practice of dietetics and nutrition, as defined in Minnesota Statutes, section 148.621;

B. the extent to which instructors or speakers presenting the program are qualified in the field of instruction, either by practical or academic experience or both;

C. the program sponsor has furnished or agrees to furnish evidence of program participation by Minnesota licensees; and

D. the complexity of material and participation time involved.

Statutory Authority: *MS s 148.623; 214.06; 214.12*

History: 22 SR 595

3250.0135 RECORD OF APPROVED PROGRAMS.

The board shall maintain a record of approved programs and recognized reviewers of continuing education.

Statutory Authority: *MS s 148.623; 214.06; 214.12*

History: 22 SR 595

3250.0140 SCHEDULE OF REQUIRED CONTINUING EDUCATION UNITS.

A. Continuing education cycles shall run every three years, beginning December 1, 1997.

B. Each dietitian or nutritionist licensed on or before December 1, 1997, shall obtain 45 continuing education units by November 30, 2000, in order to annually renew a license for the period December 1, 2000, through November 30, 2003. Thereafter, each dietitian or nutritionist shall obtain 45 units every three years as a condition of annual license renewal.

C. Each dietitian or nutritionist licensed after December 1, 1997, shall be responsible for obtaining a proportion of the requisite continuing education units for the continuing education cycle in which that person enters as follows:

(1) if licensed during the first year of the cycle, for example, between December 1, 1997, and November 30, 1998, the individual shall obtain 30 units by the end of the cycle;

(2) if licensed during the second year of the cycle, for example, between December 1, 1998, and November 30, 1999, the individual shall obtain 15 units by the end of the cycle; and

(3) if licensed during the third year of the cycle, for example, between December 1, 1999, and November 30, 2000, the individual is exempt from obtaining any units by the end of the cycle.

Thereafter, the individual shall obtain 45 units during each three-year cycle.

Statutory Authority: *MS s 148.623; 214.06; 214.12*

History: 22 SR 595

3250.0145 REPORTING CONTINUING EDUCATION.

A. Every three years beginning November 30, 2000, each individual licensed by the board shall report to the board approved continuing education units obtained during the preceding three years. The number of reported units shall be at least 45 or the appropriate portion of units as specified in part 3250.0140. In addition to reporting continuing education units on the form provided by the board, each licensee shall be prepared to provide to the board, upon request, evidence of completion of all reported units.

B. Failure to comply with item A shall result in the licensee's license not being renewed.

Statutory Authority: *MS s 148.623; 214.06; 214.12*

History: 22 SR 595

3250.0150 REINSTATEMENT.

A licensee whose license has not been renewed shall, in order to have the licensee's license reinstated:

A. submit to the board a completed reinstatement application on a form provided by the board;

B. submit evidence to the board of having obtained the required continuing education units for the continuing education cycle in effect at the time that the licensee's license was not renewed;

C. submit evidence to the board of having met the continuing education requirements that would have applied to the licensee during the period of time between the nonrenewal of the license and the application for reinstatement had the licensee held a license during that time; and

D. submit to the board the appropriate reinstatement fee which shall be the current annual renewal and late penalty fees plus an administrative charge of \$25.

Statutory Authority: *MS s 148.623; 214.06; 214.12*

History: 22 SR 595