



AMERICAN NUTRITION ASSOCIATION
Board for Certification of
Nutrition Specialists

NPCE

Requirements for Becoming an Accredited Provider of Nutrition
Professional Continuing Education SM (NPCE SM)



Introduction

This policy is intended to provide a structured process for providers of continuing education who wish to become accredited by the Board for Certification of Nutrition SpecialistsSM and market their activities as eligible for Nutrition Professional Continuing EducationSM (NPCESM) credits for Certified Nutrition Specialists[®].

It ensures that: a.) each activity meets an established set of quality standards and is evaluated based on the same set of criteria, b.) the BCNS (or CNS) seal is issued only for activities that meet such standards, and c.) Nutrition professionals receive high quality continuing education.

The process involves reviewing and accrediting potential providers to offer activities for continuing education credit that would be accepted by BCNS and also other professional associations. The process is similar to CME in the field of medicine and also to CPE in the field of dietetics. It is a voluntary process. Thus, BCNS will continue to accept individual continuing education activities that are approved by BCNS but not NPCE- accredited.

This document outlines preliminary requirements for providers who would like to become accredited as providers of Nutrition Professional Continuing Education credits (NPCE) for nutrition professionals, including CNSs.

The BCNS requires that Certified Nutrition Specialists[®] (CNS[®]) attain 75 continuing education credits within a five-year period to maintain good standing.

The BCNS recognizes organizations that have demonstrated excellence in the ability to deliver high quality educational activities that facilitate learning by updating, enhancing or assessing knowledge and skills consistent with CNS Competencies by accrediting them as providers of Nutrition Professional Continuing EducationSM (NPCESM).

NPCE activities may be live or enduring self-study; stand-alone events or part of a certificate program. All must meet NPCE criteria as outlined below, 1b.

Requirements

All providers of educational activities who wish to become accredited providers of NPCE must do the following:

1. Complete the Nutrition Professional Continuing Education Provider Application and submit to applications@NutritionSpecialists.org. The application requests that you –
 - a. Attest that you have processes in place to meet the set of criteria outlined, including the following:

- i. All activities must facilitate learning by updating, enhancing or assessing knowledge and skills consistent with CNS Competencies.
- ii. All activities must have clearly defined learning objectives.
- iii. All activities must be targeted to the practice of advanced professional nutrition care.

(Advanced professional nutrition is the science that interprets the interaction of macronutrients, micronutrients and other bioactive components in food in relation to maintenance, growth, reproduction, health and disease in humans. It includes food intake, absorption, assimilation, biosynthesis, catabolism and excretion.)

- iv. All activities must be developed and presented by individuals who have appropriate training, credentials and expertise in a particular subject area. This will be assessed based on the following criteria:
 - 1. Have academic degree(s) which is (are) relevant and from US regionally accredited institution(s) or foreign equivalent.
 - 2. Have demonstrated expertise in the field based on credentials, professional licenses, leadership roles in professional organizations, work experience and/or publications in scientific, peer-reviewed professional journals, presentations, and other works of achievement.
- v. All activities must provide a balanced discussion of the topic, independence, objectivity and scientific rigor (evidence-based, well referenced).
- vi. Content of all activities must be free of commercial bias and must not include references to products or services.
- vii. Presenters and planners of all activities must disclose conflicts of interest to learners.
- viii. Each activity must offer opportunities for learners to evaluate and otherwise provide feedback which is used to improve future activities.
- ix. All enduring self-study activities must also include a method of learner assessment.

- x. All activities must offer methods for tracking NPCEs completed by each learner.
 - xi. One contact hour of nutrition content consistent with the above requirements may be offered as one CE.
 - xii. Exhibits at live events and advertising at self-study activities must be adequately separated from the learning activity so as not to present any influence on the content of the presentations.
2. As part of your responsibility as NPCE provider, you are required to promptly inform us of any personnel or organizational changes that could affect your accreditation or our ability to communicate with you.
 3. Once approved, providers will be issued a Provider Identification Number (PIN). Use this on all future applications and communications with BCNS. Approval term is 3 years, and then re-application is required.
 4. Include the CNS logo on all marketing materials for all approved activities along with the following statement –

“(Provider’s name) is accredited by the Board for Certification of Nutrition SpecialistsSM (BCNSSM) to provide Nutrition Professional Continuing Education (NPCE) credits for Certified Nutrition Specialists[®] (CNS[®]) and other nutrition professionals. The
“(Provider’s name) designates this activity/material for a maximum of xxx NPCE credits.”
 5. BCNS will audit activities for compliance with all criteria outlined. If an organization is found to be in non-compliance, they will be put on probation and required to provide materials to show correction. If the issue of non-compliance is not corrected, the accreditation will be revoked, and the accreditation process must be started again after 2 years.
 6. BCNS will list NPCE Providers on the Certify website with a link to the provider’s website.
 7. Approved Providers are required to submit an Annual Report.

Benefits of becoming NPCE-accredited

- No need to obtain approval of each activity.
- Automatic approval of activities to allow ability to market the activity as NPCE.
- Listing on BCNS website.
- Recognition by BCNS, nutrition professionals, and state licensure agencies as a provider that meets BCNS standards for NPCE
- Ability to target learning activities to interest of a growing body of nutrition professionals, not only CNSs.

Fees

- No application fee
- \$500 initial year (due upon approval)
- \$300 annual fee for each year 2 & 3

- Note: \$30 per CE for single applications if no NPCE application or status

Please address questions to DSlutsky@NutritionSpecialists.org