



Frequently Asked Questions

1. **What is the deadline for applying for the CACFD certification?**

CACFD applications are only processed twice annually – during the months of December and June. If an application is received within 10 days of the deadline (Jan 10, July 10), we will process it with the current cycle with a late fee of \$50. Any Applications received after the 10 days will be reviewed during the next certification cycle

2. **Is a written test required to obtain the CACFD certification?**

No, The CACFD is an experience-based certification

3. **When will I be notified of a decision regarding my CACFD status?**

The CACFD workgroup will review and process all applications. You will receive a decision via email within 4 weeks of application submission. A congratulatory email and electronic certificate will also be emailed to each approved applicant

4. **What if my application is found to be incomplete or requires additional clarification?**

The CACFD workgroup will email applicants with incomplete or non-conforming eligibility documentation to inform them that their application is denied, and they can reapply at the next application window. Whenever possible, we will reach out to attempt to obtain the missing documentation. There is a \$50 non-refundable fee for denied applications.

5. **What does the CACFD workgroup consider a State/Regional/National Conference?**

A state/regional/national conference is most often characterized by speakers from multiple institutions, is targeted to a professional audience and provides CEUs. This would include but is not limited to: The CF Dietitian and Social Worker Consortium, Mid-Atlantic CF consortium, NACFC, ECFC, ACFC, ASPEN, AND, and ATS. Applicants submitting under the eligibility requirement of a state/regional/national conference must submit documentation to this effect.

6. **How do I know if my CEU is “CF specific?”**

CF-specific education includes the following:

Any offering from the CF Dietitian and Social Worker Consortium or other state/regional or national-CF related organization such as:

- Cystic Fibrosis Foundation (CFF)
 - European Cystic Fibrosis Society (ECFS)
 - Cystic Fibrosis Australia (CFA)
- and/or

Any offering from a state/regional/national nutrition or medical organization specific to CF nutrition or CF dietitian practices

- The Academy of Nutrition and Dietetics
- American Society of Enteral and Parenteral Nutrition (ASPEN)
- Dietitians in Nutrition Support

and/or

Any offering that provides Category 1 CME approved credits on a CF specific topic

The CF Dietitian and Social Worker Consortium will accept any of these educational offerings regardless of whether they have been pre-approved by bodies like the Commission on Dietetic Registration (CDR)

CF specific CEUs may be that of a general CF topic, as overall CF knowledge is important for CF dietitian practice

7. Can I use an acceptance letter as the qualifying experience requirement to apply, or must I wait until the poster, webinar or presentation is performed?

Being accepted to a conference is just part of the work. The skills of developing and performing the presentation are major components. Please wait until the presentation has been completed before applying for CACFD certification

8. What is the best way to provide the CACFD workgroup with my 60 CEUs

Please provide a detailed attachment with the following documentation for all 60 cystic fibrosis Specific CEUs:

Title of education presentation

Date of completion

CEU credits and type (CDR or Category 1 CME)

Copy of certificate

9. Can an International practitioner apply for CACFD

Yes, international applicants are welcome to apply.

10. How do I designate my credentials if I already have a specialist certification (CNSC, CSR, CSP or CSO)

Per Commission on Dietetic Registration:

Graduate academic degree

RD or RDN

Specialty certifications with the Commission on Dietetic Registration (e.g. CSG, CSO, SCP, CSSD, CSR)

Licensure designation, other certifications (e.g., CDE, CNSC). Do not modify your current licensure designation.

Example: Jane Doe, MS, RDN, LD, CNSC, CACFD

11. When do I need to recertify my CACFD credential?

The CACFD certification is valid for 3 years, at that time the practitioner can choose to reapply for certification. Details for re-certification are outlined on the CF Dietitian and Social Worker Consortium website.

12. What is the cost of CACFD certification/recertification?

\$200 application fee - \$50 non-refundable for initial certification

\$150 for recertification - \$50 non-refundable

\$50 late fee for applications submitted after the deadline, but within 10 days of the deadline

13. Who processes the CACFD applications?

The CACFD Workgroup, composed of 4 advanced clinical cystic fibrosis dietitians, processes all applications and makes decisions regarding CACFD candidacy.