

This Update includes information on the following items:

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Is Thursday, June 1st on your Calendar?

The CDBC's 2016/17 **Annual General Meeting** is scheduled for **Thursday, June 1st, 2017, from 2:00pm to 4:00pm**. Registrants are invited to join us, in-person, at the CDBC office. Registrants who are unable to attend in-person are invited to join us via webcast. Meet with your RD colleagues and make the AGM a group event! The CDBC will email invitations to registrants, Committee and Board members and CDBC public representatives very soon.

Make plans to join the College in-person or via webcast on June 1st!



Thank you for Completing Your Registration Renewal

Thank you to all registrants who renewed their registration by the March 31, 2017 deadline. The [CDBC's Public Register of Dietitians](#), reflects the current registration of **1249 Dietitians** for 2017-18. As part of registration renewal, College staff answered numerous email and telephone enquiries, tracked the 104 mandatory 5-year recheck **Consent to Criminal Record Authorization** forms required by the Ministry of Justice, confirmed success of 243 Jurisprudence Examination for Dietitians (**JED**) submissions, assessed 371 **CCP Professional Development Plans**, and received and verified over 660 applications to practice **Restricted Activities** forms for 1295 Restricted Activities. Thank you for being thorough and on time!

This renewal period saw the introduction of the CDBC's new Shared IT System. Registrants provided a wide array of feedback on using the new system for renewal. Some examples are listed below:

- *"I had some troubles clearing my cache at first which made signing on difficult, and then not being able to add my business directly made it a bit inconvenient - since I had to wait, then follow-up and then be able to finish my registration. I do love the new site though. Very smooth in general."*
- *"Super slow process; each step took ages to load. Employment section is difficult to navigate/edit."*
- *"This was super easy! It took me 5 minutes and it was done! Thanks for the improvement!!"*
- *"It was a very slow process. The entire registration took more than 30 minutes."*
- *"Much more clear and easy to follow."*



Thank you for your feedback and for participating in the new system. All feedback will be considered in the CDBC's continued efforts to streamline and improve the Shared IT System, ready for next year's renewal.

Late Registration

If you didn't renew your registration by March 31 for the 2017-18 registration year and **are practising without being registered**, you are doing so illegally. As per the [CDBC bylaws, section 49](#), you may register "late" with an additional \$290 penalty fee **until May 30, 2017**. Please remember that your liability insurance carrier may not cover a malpractice claim against you if you are **practising illegally**. In addition, your illegal practice may be reported to the Inquiry Committee as an "own motion" complaint by the CDBC. If you know of anyone who is practicing dietetics or using the Reserved Title "Dietitian" and is **not listed** on the CDBC's [Public Register of Dietitians](#), please ask them to contact the office immediately.

CDBC Bylaw Amendments In Force May 10, 2017

New CDBC Bylaw Amendments have been approved by the BC Ministry of Health and will be **in force on May 10, 2017**. These amendments relate to Temporary Registration and the Canadian Dietetic Registration Examination. Development of the bylaw amendments was a collaborative effort between CDBC staff and past and present Board Directors, the Ministry of Health, Registered Dietitians and the public. Thank you all for your support during this process.



CDBC Website Updates

The following key items have been updated on the CDBC website:

- [2017/18 Board of Directors' names and terms](#)
- [2017/18 Inquiry Committee member names and terms](#)
- [2017/18 Quality Assurance Committee member names and terms](#)
- [2017/18 Registration Committee member names and terms](#)
- [Board Meeting Minutes - March 3, 2017](#)
- [Competencies for Dysphagia Assessment and Management in Dietetic Practice](#)
- Registration Committee Meeting Minutes:
 - [September 26, 2016](#)
 - [January 23, 2017](#)



New CCP Cycle Begins for Registrants in the 2020 Group

As part of the CDBC's mandate of public protection, the [Continuing Competence Program \(CCP\)](#) helps ensure Dietitians practice safely, ethically and competently. Registrants who completed their CCP cycle on March 31, 2017 are now beginning a new cycle, ending in 2020. **You can start your new three-year cycle now:**

- [login](#) to your CDBC online account to access your CCP
- complete the Self-Assessment to select your goals
- plan your continuing competence activities
- document learning activities as you go



Your online CCP is **confidential** - CDBC staff do not have access to your CCP until you submit your Professional Development Plan.

If you're unsure when your CCP is due, [login to your online CDBC account](#) and view your CCP group information at the top of the page under "Continuing Competence Program; Self-assessment or Professional Development Plan". Please contact Melanie Journoud, Deputy Registrar, Quality Assurance, if you have any questions.

You Asked About... Client Privacy and Confidentiality

Q: An insurance company has contacted me wanting to verify a client claim. Does noting that someone is a client go against confidentiality?

A: If a client has sent a Dietitian's name to an insurance company to claim payment, consent to contact the Dietitian to confirm service is implied. This being said, disclosing client information without their permission is considered breach of privacy. Therefore, before you verify client status, it is prudent to confirm that the client has consented to having the insurance company contact you under its Terms of Service. If this is the case, you wouldn't be violating client privacy by confirming/denying they are your clients.

Other steps to support client privacy and their insurance claims would be to:

- let the insurance company know that you will contact clients (if they are your clients) to obtain consent to acknowledge whether or not you are working with them
- receive verbal (documented) or written permission from clients to release information
- forward session material (e.g. receipts) to the insurance company once consent to disclose agreed upon information has been obtained



Q: If an insurance company seeks information about someone who is not my client, is it okay to say that person is not a client if I have not worked with them? For example, someone calls me to book an appointment but they cancel or miss the first session and never rebook. We never had an initial appointment to go over confidentiality and informed consent for a working agreement.

A: The safest approach is to tell the insurance company that you have not worked with the client since that is what your work records would show. The insurer doesn't need to know whether or not the client tried to establish contact with you.

Questions? Comments? Schedule a liaison session?

Please contact the College staff if you have **questions** about items in this Monthly Update. Call 604.736.2016 or toll-free in BC to 1.877.736.2016, or email us at info@collegeofdietitiansbc.org. We look forward to hearing from you!

