

This Update includes information on the following items:

- **14th Annual General Meeting & Education Session**
- **CDBC Welcomes Lisa McKellar, Dietitians of Canada's Regional Executive Director - BC Region**
- **Sole and Private Practitioner Resources Available**
- **Marilyn Elliott is Retiring!**
- **CDBC Website Updates**
- **You Asked About... Updating Employment Information**
- **Questions? Comments?**

\*\*\*

**14th Annual General Meeting & Education Session**

The CDBC Board of Directors invites you to attend the 14th Annual General Meeting and Education Session on Thursday, June 14th, 2018, from 1:45 pm - 4:30 pm, at the CDBC office. The AGM will highlight activities of the CDBC over the 2017-2018 fiscal year. The CDBC is pleased to announce that this year's education session will be on Virtual Dietetic Practice and Regulation. Our topic presenter is Erika Richler of SML (Steinecke Maciura LeBlanc) Barristers and Solicitors.



AGM Agenda:

- 1:45pm: Welcome and In-person Networking
- 2:00pm: Webcast and Teleconference Sign-in
- 2:15pm: Education Session - Virtual Dietetic Practice and Regulation
- 3:15pm: Networking and In-person AGM Sign-in
- 3:30pm: Annual General Meeting

You should have received your invitation to the AGM on May 24, 2018. If you have not already done so, please **RSVP by June 7, 2018** to [info@collegeofdietitiansbc.org](mailto:info@collegeofdietitiansbc.org). Details of the AGM and Education Session will be emailed to you closer to the date of the event. We look forward to having you join us **in-person or via webcast!**

\*\*\*

**CDBC Welcomes Lisa McKellar - Dietitians of Canada's Regional Executive Director, BC Region**

The CDBC is pleased to welcome Lisa McKellar in her new role as Regional Executive Director - BC Region, with Dietitians of Canada. In the interest of promoting public safety for British Columbians, the CDBC regularly collaborates with DC on intersecting initiatives that promote safe, ethical and competent dietetic practice. Some examples include Dietitian workforce planning, Dietitians' Day in BC, and the tri-partnership work on unregulated nutrition providers, between the CDBC, DC and the Ministry of Health, Office of the Provincial Dietitian. The CDBC looks forward to continued collaboration with DC under Lisa McKellar's leadership for the BC region. Welcome Lisa!



\*\*\*

**Sole and Private Practitioner Resources Available**

The CDBC Board of Directors recently approved policy [Rc-19: Sole and Private Practitioner](#) and the [Sole and Private Practitioner Interpretive Guide](#). Under CDBC bylaws, section 43, "a temporary registrant may not... practice as a sole and private practitioner." The College defines Sole and Private Practitioner as a *registrant of the CDBC, working in any sector (i.e. private, public or not-for-profit sector), who is functioning independently, and in isolation, and without oversight by a CDBC full registrant.*

The CDBC may permit temporary registrants to work as Sole and Private Practitioners provided they are **under the mentorship of full CDBC registrants only**. Mentorship must be approved by the CDBC before any temporary registrants work as Sole and Private Practitioners. This mentorship requirement is intended to provide guidance, direction and support to temporary registrants until they are granted full registration status by the College.



The Sole and Private Practitioner Policy and Interpretive Guide were developed to provide clarity on the limits, expectations and requirements of temporary registrants who are permitted to practice as Sole and Private Practitioners, while under mentorship. A Decision Map is included in the Interpretive Guide to help determine the need for mentorship. The Interpretive Guide also includes a Mentorship Agreement for temporary registrants and their prospective mentors. Additionally, the Interpretive Guide provides information and direction to full registrants who are willing to mentor temporary registrants. Please review the Sole and Private Practitioner policy and Interpretive Guide for more information; or [contact the CDBC](#) if you have any questions about Sole and Private Practitioners.

\*\*\*

**Marilyn Elliott is Retiring!**

After more than 14 years, Marilyn Elliott is retiring from the CDBC. Marilyn is the CDBC's Executive Assistant and Registration Coordinator. She has overseen College registration of qualified candidates since the CDBC's inception. If you have registered with the CDBC, renewed your registration, reinstated with the College, or practiced restricted activities, you have connected with Marilyn in some way. Marilyn is a bright light at the CDBC. Her tireless work ethic, dedication and support to the College have been instrumental in making the CDBC a well-established BC health regulatory body. Marilyn will be leaving the CDBC at the end of June. Her energy and sense of humor will be greatly missed. Please join us in wishing Marilyn great success, as she moves on to her next adventure. Best wishes, Marilyn!



\*\*\*

#### CDBC Website Updates

The following items have been updated on the CDBC website:

- [Policy Rc-19: Sole and Private Practitioner](#)
- [Sole and Private Practitioner Interpretive Guide](#)
- [Quality Assurance Committee Meeting Minutes - April 27, 2018](#)
- [Registration Committee Meeting Minutes - April 30, 2018](#)



\*\*\*

#### You Asked About... Updating Employment Information

**Q:** How do I inform the CDBC of a change in my employer?

**A:** The CDBC bylaws, section 54, require that "a registrant must immediately notify the registrar of any change of address, name or any other registration information previously provided to the registrar."

If you have changed your employer, or any other CDBC Registration information, you may inform the CDBC of any of these changes by updating the information in your CDBC online profile.

To add a new employer to your profile:

- Sign in to your [CDBC online account](#)
- Once you are signed in, scroll down to the bottom of the page; then click on "Update my Employer"
- From the Employment screen, click on "Add employer"
- Choose your employer from the drop down list
  - If your employer is not in the drop down list, or the information about your employer is incorrect, please contact us at [info@collegeofdietitiansbc.org](mailto:info@collegeofdietitiansbc.org). The CDBC will update the information in the College's database
- Answer the "Primary Employer?" question by choosing "yes" or "no"
- Choose your type of "Work Setting" from the drop down list
- Enter your employment "Start Date" (and "End Date" when applicable)
- Click on "Save" to submit your changes



To change current employer information:

- From the Employment screen, click on "Edit"
- Update your "Primary Employer", "Work Setting", "Start Date" and "End Date" information
  - Note: Employer contact information must be changed by the CDBC. Please email the CDBC with employer contact information changes.
- Click on "Save" to submit your changes

To remove an employer from your profile:

- **Important** - Please be sure to remove an employer **after** you have added any new employment information
- From the Employment screen, click on "Remove"
- Choose "Continue" when answering the question "Are you sure you want to remove this employer?"

\*\*\*



#### Questions? Comments?

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](mailto:info@collegeofdietitiansbc.org). We look forward to hearing from you!