

DA General Policy and Procedure Manual

Professional Recognition and Credentialing

Resumption of Accredited Practice (RoAP) Policy

STATEMENT OF PURPOSE

This policy outlines the management of the RoAP program including application process and ongoing program requirements.

OVERVIEW OF THE ROAP PROGRAM

The RoAP program requirements aim to protect the quality and value of the APD credential by making sure that only those dietitians with current knowledge and skills possess the credential.

Qualified Dietitians who wish to return to the APD program are required to participate in the RoAP program when:

- They have not worked as a dietitian for more than three years,
- They do not meet the annual recency of practice declaration and have their APD status revoked.

Requirements of the RoAP program will be individualised for each participant and must be completed within two years. Provisional APD status will apply during the time in the RoAP program.

PATHWAYS TO THE APD PROGRAM

If it has been over three years since graduation from a DA approved dietetics degree or successful completion of the DSR examination, dietitians are required to submit an application (with non-refundable fee payable) to join the APD Program via an alternate pathway.

The Credentialing and Professional Services Unit (CaPS) will review the applications and determine eligibility to join the APD program, the pathway by which the applicant can join and the requirements of the APD upon entering the APD program.

These pathways include the RoAP program (as per this policy), Delayed Entry and Alternate Process (see APD Policy).

Dietitians who have had a break from practice for more than 3 years but less than 5 years, and dietitians out of the program for more than 3 years who cannot declare a minimum of 150 hours per year of dietetic practice in the past 3 years, can enter into RoAP as a Provisional APD after having an individualised plan approved.

After a break of 5 or more years, the dietitian must pass the Dietetic Skills Recognition (DSR) examination before entering the RoAP program.

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Dietitians who have not met requirements of dietetic practice during the annual renewal period will have their APD status revoked. These dietitians will have 12 months to re-apply via the RoAP Program. Beyond 12 months the dietitian will be required to sit and pass the DSR examinations before re-entering via RoAP.

ROAP PROGRAM REQUIREMENTS

Dietitians who are deemed eligible for the RoAP program will be required to have a detailed RoAP plan approved prior to entering the program as a Provisional APD. Additional fees apply for assessment of the RoAP plan.

Participants in the program will be required to:

- Enter into a mentoring relationship with a full APD for a minimum of 12 months. Refer to the APD Policy for Provisional mentoring requirements.
- Engage in additional CPD. The number of CPD hours required as part of a RoAP Program will be 30 hours of CPD learning activities for each year out of practice up to a maximum of 120 hours. The CPD should be completed within the two years of the RoAP Program with a minimum of 30 hours in any given year. Evidence of CPD must be logged in APD online to be deemed to have met this requirement.

Note: Those who have completed the DSR examinations before entering RoAP, and dietitians who have had their APD status revoked due to lack of dietetic practice and have joined RoAP within 12 months will not have an additional CPD requirement.

- Participate in dietetic practice requirements as part of their RoAP plan. Practice means any role, whether paid or unpaid, in which the individual uses their skills and knowledge as a dietitian defined by the Definition of Dietetic Practice (defined in APD Policy). RoAP candidates will be required to complete a minimum annual practice requirement of 150 hours within their RoAP program. Evidence for this must be supplied at the end of the Provisional Program to be deemed to have met this requirement.

TRANSITIONING TO A FULL APD

To be considered for full APD status the provisional APD within the RoAP Program must have:

- Completed all of the required CPD hours and logged this on APD online
- Documented a minimum of 12 one hour face-to-face monthly mentoring meetings on APD Online
- Completed an 'End of Mentoring Report' online (at the conclusion of the minimum 52 week mentoring period) reporting on their mentoring outcomes
- Completed and provided evidence of the dietetic practice requirement

The RoAP provisional program **must be** completed ideally within 12 months and no longer than a two-year timeframe (to include the CPD and practice requirements).

Once transitioned to a Full APD, the dietitian must continue to meet the annual CPD requirement and will be required at their next membership renewal to start declare annually that they have met the recency of practice requirement.

(Note: those that completed DSR prior to entering RoAP will not be required to declare recency of practice until 5 years has elapsed since completing the exams).

Failure to do so will result in **suspension** from the program and APD status being revoked for a **period of 12 months**.

BREAKS FROM THE ROAP PROGRAM

Provisional APDs cannot defer from the Provisional Program.