

Commission on Dietetic Registration

 the credentialing agency for the
Academy of Nutrition
and Dietetics

Goal Wizard Instructions

Step 1: Go to www.cdrnet.org and select “myCDR login”

Commission on Dietetic Registration
 the credentialing agency for the
Academy of Nutrition and Dietetics

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**Not all nutrition
Certification Programs are created equal.**

Commission on Dietetic Registration, credentialing agency for the Academy of Nutrition and Dietetics, administers eight entry specialist and advanced nutrition certification programs.

Learn More



Select to **Login**
to myCDR
account



HOW CDR CAN HELP YOU



ONLINE CREDENTIAL VERIFICATION SEARCH

Step 2: Login to myCDR account using your username & password

Commission on Dietetic Registration
 the credentialing agency for the
Academy of Nutrition and Dietetics

1 (800) 877-1600 Ext. 5500



Welcome to myCDR. Please click Login button below.

Sign In

* Username

Username

* Password

Password

Login

Cancel

[Forgot Password](#)

If you are a CPE provider, please login at [Click Here](#)

Helpful Tips:




- Your login information is the **same** as your Academy login.
- Your username is typically your **ID number**. Start with the first number after R00's (ex. 456789)
- **Forgot** your password? Select the forgot password link. Follow the appropriate prompt to either reset password or have the system email your website login

Step 3: Enter the Professional Development Portfolio by selecting “ PDP” from the Credential Dashboard

Select “ PDP” to enter the Professional Development Portfolio.



myCDR Credential Dashboard

ID	Name
Credential	Registered Dietitian Nutritionist or Registered Dietitian
Your five year recertification cycle began:	8/26/2016
Cycle End Date	5/31/2022
<i>Professional Development Portfolio Status</i> Click here to view PDP guide	
1 Submit a Learning Plan The first step is your Learning Plan, where you will take the long view on the coming 5 - year cycle to better direct your education.	 Approved
2 Record your Activities Once you've created your Learning Plan, you will record continuing education activities you've attended in the Activity Log.	 99.0 CPEU recorded
3 Submit your Activity Log When you have completed the minimum CPE requirements, you will submit the Log to CDR for approval.	 Mid point review complete

Step 4: Access your Learning Plan by selecting “*Click here to access your Plan*”

Credential		Current Recertification Cycle Start	
RDN or RD	Registered Dietitian Nutritionist or Registered Dietitian	08/26/2016	Click here to access your PLAN Click here to access your LOG

Select “*Click here to access your Plan*”

Step 5: If this is not your first portfolio cycle, you will see multiple cycle dates. Click “Select” next to your *current* 5-year recertification cycle

Selected Credential **Registered Dietitian Nutritionist or Registered Dietitian**
Current Cycle Start Date 6/01/2019 Current Cycle End Date 5/31/2024

Cycle Start Date	Cycle End Date		
6/01/2019	5/31/2024	Select	
6/01/2014	5/31/2019	Select	
6/01/2009	5/31/2014	Select	
6/01/2004	5/31/2009	Select	

Press “*select*” next to your current 5-year recertification cycle

Helpful Tips:

- The most *current* cycle is listed first.

Step 6: “What’s New?” will appear, read the text, and then select “*Continue*” at the bottom of the page.

What's new?

The Professional Development Portfolio is now founded on a competency-based PDP process. A competency is a set of defined behaviors that provide a structured guide enabling the identification, evaluation and development of the behaviors in an individual. An important resource that explains the competency philosophy, and that provides a practical guide to learning the details about competencies and performance indicators, is the

Essential Practice Competencies for CDR Credentialed Nutrition and Dietetics Practitioners which defines the knowledge, skill, judgment and attitude requirements throughout a credentialed practitioner's career, across practice settings, and within focus areas.

To complete Step 1: Learning Plan, CDR has developed an online Goal Wizard tool, which uses a decision algorithm to assist credentialed practitioners in identifying essential practice competency goals and performance indicators relevant to their RDN or RD, or NDTR or DTR practice. Practitioners personalize their Learning Plan by adding or deleting practice competencies and performance indicators.

What does this mean?

The Goal Wizard assists you in the development of your Learning Plan. You will be asked to answer a series of questions based upon your practice status, your day-to-day professional activities, and current and future learning needs. If you are not practicing, the Goal Wizard will assist you in identifying areas where you may need to update or maintain your knowledge base.

Your responses to these questions will aid in formulating your personalized Practice Competency Profile that will help you select essential practice competencies and performance indicators that will comprise your finalized Step 1 Learning Plan.

[Continue](#)

Select “Continue” to start the Goal Wizard

Step 7: Read the instructions and then select, “*Let’s Get Started*”

Introduction

FAQ

Hi _____, I'm the Goal Wizard. I'm here to help you reflect on your practice and/or future direction in dietetics and nutrition, assess your learning needs, and create a learning plan.



The Goal Wizard assists you in completing Step 1 of the Professional Development Portfolio process. As you work through the steps of the Goal Wizard, you will:

- Develop a Practice Competency Profile, and then
- Prepare and Create a Learning Plan

Practice Competency Profile

The Practice Competency Profile is a self-reflection and assessment tool used to identify essential competencies that are relevant to your past, current and future role and interests in dietetics and nutrition. The Profile serves as the basis for completing your Learning Plan.

Learning Plan

The Learning Plan is based on your personalized Practice Competency Profile. After you develop your Profile, you will choose performance indicators that relate to each of your competencies, in order to create a Learning Plan that best reflects your current practice needs and goals.

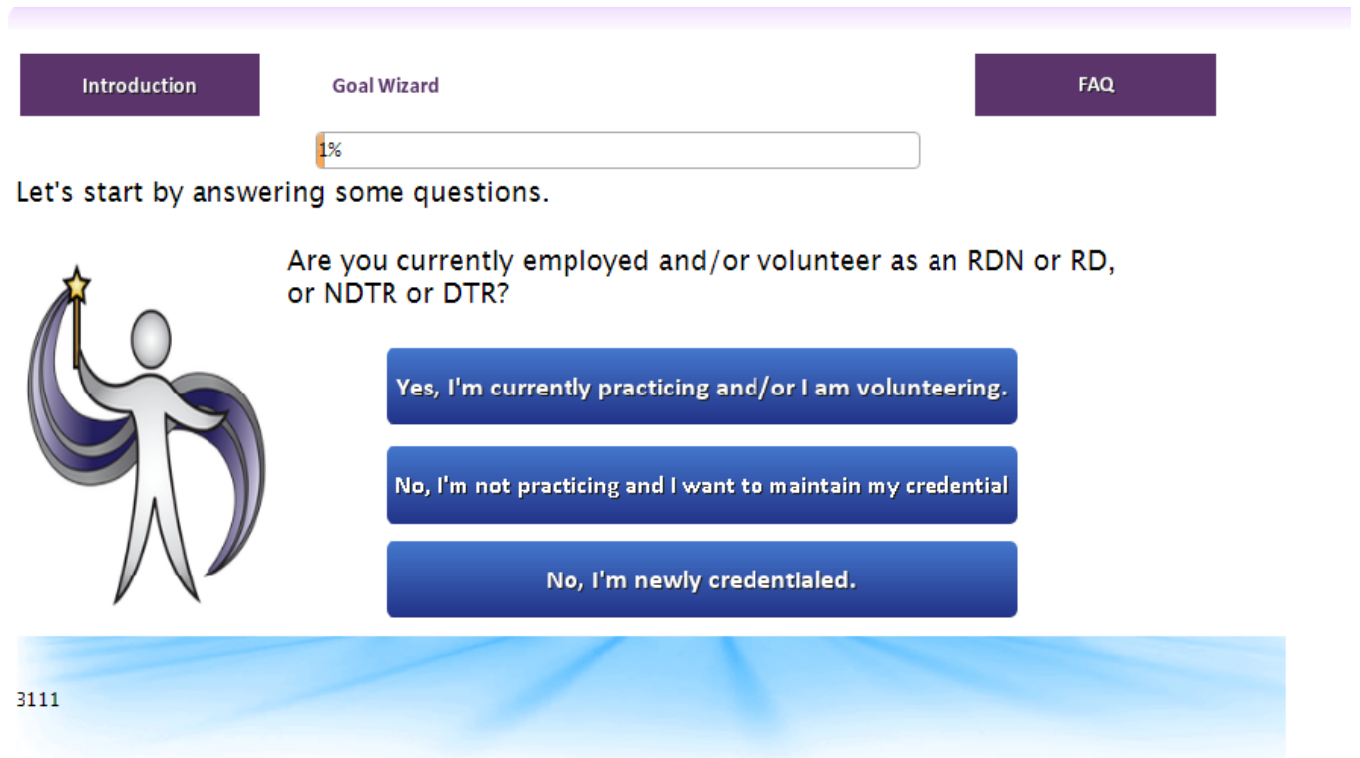
Let's Get Started

Select “Let’s Get Started” to begin the Goal Wizard.

Step 8: You will be asked a series of *questions*

Topics of questions you can expect to see:

- Practice Status
- Positions held in your previous or current practice
- Day-to-day activities
- Skills, knowledge, and judgment needed for day-to-day activities
- Interests and future work
- Anticipated changes in current role or position
- Mandatory Learning
- Ethics and professionalism

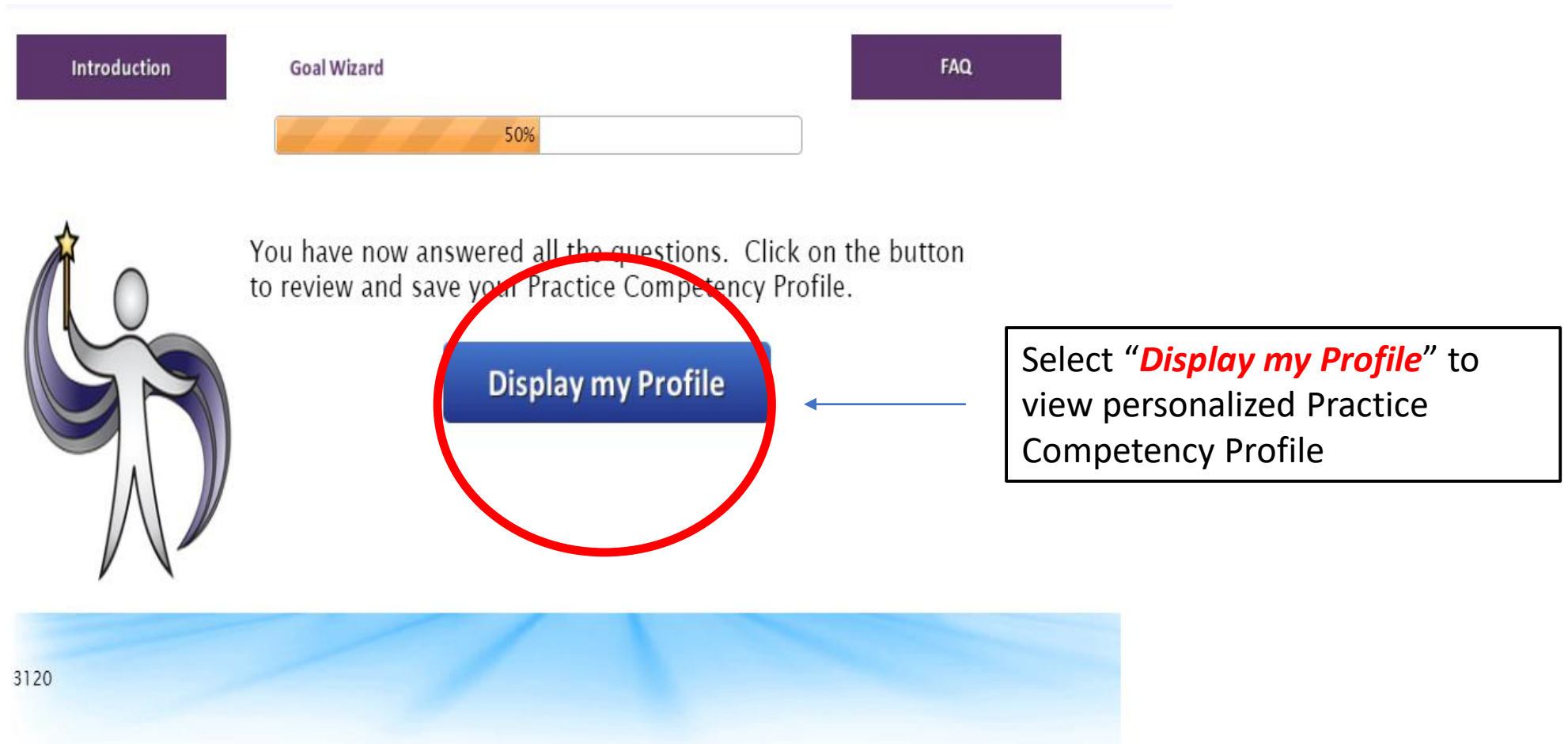


The screenshot shows a web interface titled "Goal Wizard". At the top, there are three navigation buttons: "Introduction" (selected), "Goal Wizard", and "FAQ". Below the buttons is a progress bar showing "1%". The main text says "Let's start by answering some questions." To the left of the question is an illustration of a wizard with a star on his wand. The question is: "Are you currently employed and/or volunteer as an RDN or RD, or NDTR or DTR?". There are three blue buttons for answers: "Yes, I'm currently practicing and/or I am volunteering.", "No, I'm not practicing and I want to maintain my credential", and "No, I'm newly credentialed." At the bottom left of the interface, the number "3111" is visible.

Helpful Tips:

- The questions have ***no right or wrong answers***. They are just to get a sense of your background, interests, etc.
- Select ***all*** answers that you feel apply.
- You can ***always*** update your Learning Plan should your situation change.

Step 9: After you have answered all questions, you will view your personalized Practice Competency Profile by selecting “*Display My Profile*”



The screenshot shows a web interface for a 'Goal Wizard'. At the top, there are three purple buttons: 'Introduction', 'Goal Wizard', and 'FAQ'. Below these is a progress bar that is 50% full. In the center, there is a message: 'You have now answered all the questions. Click on the button to review and save your Practice Competency Profile.' To the left of this message is a cartoon wizard character. Below the message is a blue button labeled 'Display my Profile', which is circled in red. A blue arrow points from a text box on the right to this button. The text box contains the instruction: 'Select “*Display my Profile*” to view personalized Practice Competency Profile'. At the bottom left, the number '3120' is visible.

Introduction Goal Wizard FAQ

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You have now answered all the questions. Click on the button to review and save your Practice Competency Profile.

Display my Profile

Select “*Display my Profile*” to view personalized Practice Competency Profile

3120

Step 10: Review Competencies *suggested* by the Goal Wizard based on the questions answered

Introduction Goal Wizard FAQ

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Here is your Practice Competency Profile, based on your responses selected using the Goal Wizard.

These are competencies selected by your responses with the wizard. Note that you are required to have at least one competency from **Sphere 1** (Ethics and Professionalism). Sphere 1 directly corresponds to CDR's ethics requirement (at least 1.0 CPEU per five-year cycle). Upon completion of an ethics-related activity, you will be linking the activity with a competency from Sphere 1 on your Learning Plan to indicate your fulfillment of the requirement.

Competencies selected by your responses

- ▼ Sphere 1 Ethics Professionalism
 - 1.1 Identifies with and adheres to the code of ethics for the profession.
 - 1.2 Works within personal and professional limitations and abilities.
 - 1.3 Applies customer-centered principles in practice.
 - 1.4 Adheres to confidentiality and privacy legislation, standards and policies.
 - 1.5 Adheres to and models professional obligations defined in legislation, standards and organization policies.
 - 1.6 Responsibly applies the principles of financial stewardship and/or management.
- ▼ Sphere 2 Communications
 - 2.1 Utilizes appropriate communication methods and skills to meet the needs of various audiences.
 - 2.2 Collaborates with others to achieve common goals and to optimize delivery of services.
 - 2.3 Employs strategies and facilitates team-building skills.
- ▶ Sphere 3 Leadership and Advocacy
- ▶ Sphere 4 Critical Thinking and Decision Making
- ▶ Sphere 5 Informatics
- ▶ Sphere 6 Research, Evidence-Informed Practice and Quality Improvement
- ▶ Sphere 8 Food, Nutrition and Dietetics and Physical Activity
- ▶ Sphere 9 Education and Counseling
- ▶ Sphere 11 Business, Industry and Product Development and Marketing
- ▶ Sphere 14 Organization Management

Previous Save and return later Next

Helpful Tips:

- You **cannot** delete any of these competencies.
- You **do not** need to include all competencies selected by the wizard on your Plan. You will select which competencies you'd like on your plan in a future step.
- To view competencies that were not selected by the Goal Wizard select **"Next"**

You can save
and finish later

Step 11: Review competencies not selected by the Goal Wizard. If you would like to add a competency to your Profile, click on each competency you'd like to add. Once complete, select “*Show my Profile*”

If you'd like to add a competency to your profile, click on the *individual* competency.

Helpful Tip:

- Once you select a competency to be added to your profile, it will *disappear* from the list & be added to your profile (on the next page).

Introduction Goal Wizard FAQ

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These are additional competencies that were not included in your Competency Profile. You are able to add the competencies below to your competency profile. If you wish to add a competency please click on the competency, it will be added to your profile and disappear from the list below.

Click on a competency to add to your profile

- ▼ Sphere 1 Ethics Professionalism
 - + 1.6 Responsibly applies the principles of financial stewardship and/or management.
- ▼ Sphere 2 Communications
 - + 2.2 Collaborates with others to achieve common goals and to optimize delivery of services.
 - + 2.3 Employs strategies and facilitates team-building skills.
- ▼ Sphere 5 Informatics
 - + 5.2 Utilizes technology according to organization needs and workplace policies and procedures.
 - + 5.3 Demonstrates ethical and professional behavior when using technology.
- ▼ Sphere 6 Research, Evidence-Informed Practice and Quality Improvement
 - + 6.2 Demonstrates skills in researching, independent critical examination and evaluating literature to influence practice.
- ▼ Sphere 7 Safety and Risk Management
 - + 7.1 Integrates policies and adheres to infection prevention and control measures.
- ▼ Sphere 8 Education and Counseling
 - + 9.1 Recognizes and applies education and learning theories and principles in practice.
 - + 9.2 Establishes, develops and implements program outlines and learning plans to meet the needs of various individuals, groups and populations.
 - + 9.3 Designs, selects and implements education strategies to meet the learning needs of the individual, group, community and population.
 - + 9.4 Teaches, guides and instructs a variety of individuals, groups or populations.
 - + 9.5 Evaluates learning including teaching style and delivery using appropriately designed instruments for data collection.
 - + 9.6 Uses effective counseling and coaching skills and strategies in practice.
- ▼ Sphere 12 Community and Population Health
 - + 12.1 Advocates for health and disease prevention in the community and population.
 - + 12.2 Assesses the need to develop and implement community or population health programs and/or intervention.
 - + 12.3 Develops a community and population health program or intervention to meet the needs of the community and/or population.
 - + 12.4 Implements community-based and population-based programs and/or interventions in collaboration with stakeholders.
 - + 12.5 Evaluates nutrition programs to measure program effectiveness and outcomes and recommends modifications to support changes and improvements.

Previous Save and return later Show my Profile

To move to the next step, select “*Show my Profile*”

Step 12: You will see the final version of your Practice Competency Profile.

When you are done reviewing, select “*Create Your Learning Plan*”

Helpful Tips:

- You **do not** need to include all competencies selected by the wizard on your Plan. You will select which competencies you’d like on your plan in the next step.
- You may print out your Practice Competency Profile at this point if you wish; **however**, you may also print it at the end of the Goal Wizard process.

Please Note:

This is **not** your final learning plan. You will use these competencies to build your plan in a future step.

When you are done reviewing, select “**Create Your Learning Plan**”

Introduction Goal Wizard FAQ

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Here is your Practice Competency Profile. When you are finished reviewing your Competency profile, click 'Create your Learning Plan' at the bottom of the page to move on.

IMPORTANT: When you are finished, click 'Create your Learning Plan'

- ▼ Sphere 1 Ethics Professionalism
 - 1.1 Identifies with and adheres to the code of ethics for the profession.
 - 1.2 Works within personal and professional limitations and abilities.
 - 1.3 Applies customer-centered principles in practice.
 - 1.4 Adheres to confidentiality and privacy legislation, standards and policies.
 - 1.5 Adheres to and models professional obligations defined in legislation, standards and organization policies.
 - 1.6 Responsibly applies the principles of financial stewardship and/or management.
- ▼ Sphere 2 Communications
 - 2.1 Utilizes appropriate communication methods and skills to meet the needs of various audiences.
 - 2.2 Collaborates with others to achieve common goals and to optimize delivery of services.
 - 2.3 Employs strategies and facilitates team-building skills.
- ▼ Sphere 3 Leadership and Advocacy
 - 3.1 Demonstrates and applies leadership skills.
 - 3.2 Advocates and challenges others to take action to advance the profession.
 - 3.3 Advocates for the customer and facilitates acquisition of services and resources.
- ▶ Sphere 4 Critical Thinking and Decision Making
- ▶ Sphere 5 Informatics
- ▶ Sphere 6 Research, Evidence-Informed Practice and Quality Improvement
- ▼ Sphere 8 Food, Nutrition and Dietetics and Physical Activity
 - 8.1 Interprets and applies current food and nutrition science and principles in dietetics practice.
 - 8.2 Recognizes and respects the physical, social, cultural, institutional and economic environments of the individual, group, community and
 - 8.3 Demonstrates a commitment to maintaining and enhancing knowledge.
- ▶ Sphere 9 Education and Counseling
- ▶ Sphere 11 Business, Industry and Product Development and Marketing
- ▶ Sphere 14 Organization Management

Print Your Profile Previous Save and return later Create your Learning Plan

3156

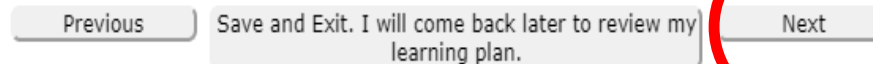
Step 13: Review the introduction to the Learning Plan and select, “*Next*”



Create your Learning Plan -

As part of the Professional Development Portfolio process, you are required to complete a Learning Plan. Creating your Learning Plan includes:

- * assessing your learning needs; and
- * selecting competencies and performance indicators (previously known as Learning Need Codes).



Once you review the Learning Plan introduction, select, “Next”

Step 14: Select the competencies suggested by the Goal Wizard that you would like to have as a goal on your learning plan. Click the **GREEN ARROW** to the right of each competency to **add** a competency as a goal to your Learning Plan.

Helpful Tips:

- You are **not required** to have a certain amount of competencies on your Learning Plan. You must have at least **1**.
- You are **not required** to do a CPEU for each competency selected.
- If you do not want a competency on your plan, **do not** select the green arrow.
- If you would like your plan to be **broad**, select all or majority of the competencies.

Click the green arrow to the right of each competency to add to your Learning Plan.

Introduction **Goal Wizard** **FAQ**

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Assessing Your Learning Needs

This step asks you to select competencies from your Competency Profile that you believe reflect current or future learning needs related to your dietetics practice.

Please note that you must select at least one competency to add to your learning plan as a goal. You will likely have more than one goal, but only select the number of competencies that address your learning plan goals for the next five years.

Also, you are required to have at least one competency from **Sphere 1** (Ethics and Professionalism) on your learning plan.

[Previous](#) [Save and Exit. I will come back later to review my learning plan.](#) [Next](#)

Competency Profile				Learning Plan Goals			
Sphere	Competency		Add to Plan	Remove from Plan	Sphere	Goal	
1	Ethics Professionalism				1	Ethics Professionalism	
	1.1	Identifies with and adheres to the code of ethics for the profession.	➡	⬅		1.1	Identifies with and adheres to the code of ethics for the profession.
	1.2	Works within personal and professional limitations and abilities.	➡				
	1.3	Applies customer-centered principles in practice.	➡				
	1.4	Adheres to confidentiality and privacy legislation, standards and policies.	➡				
	1.5	Adheres to and models professional obligations defined in legislation, standards and organization policies.	➡				
	1.6	Responsibly applies the principles of financial stewardship and/or management.	➡				
2	Communications						
	2.1	Utilizes appropriate communication methods and skills to meet the needs of various audiences.	➡				
	2.2	Collaborates with others to achieve common goals and to optimize delivery of services.	➡				
	2.3	Employs strategies and facilitates team-building skills.	➡				

Once you've selected all the competencies you'd like, select "Next"

Once a competency is added to your Learning Plan, it will appear on the **right**.

Step 15: You will now choose performance indicators for *every goal*. To choose Performance Indicators, click on “*Select Performance Indicators*” to the right of each goal.

Introduction Goal Wizard FAQ

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Select Performance Indicators

Here is your Learning Plan. I have listed the competencies you selected as goal(s). For each goal, you will need to select Performance Indicators.

Performance Indicators replace Learning Need Codes. When you enter learning activities on your Step 2 Activity Log, each activity will be mapped to a specific performance indicator.

Performance indicators have to be selected on all goals before you can proceed to next step.

Delete Goal	Goal	Sphere/Selected Competency	Status	
		Sphere 1: Ethics Professionalism		
✗	1	1.1 Identifies with and adheres to the code of ethics for the profession.	Performance Indicators Selected	<input checked="" type="checkbox"/> Update Performance Indicators
✗	2	1.5 Adheres to and models professional obligations defined in legislation, standards and organization policies.	No performance indicators selected	Select Performance Indicators
		Sphere 3: Leadership and Advocacy		
✗	3	3.2 Advocates and challenges others to take action to advance the profession.	No performance indicators selected	Select Performance Indicators
		Sphere 4: Critical Thinking and Decision Making		
✗	4	4.2 Reflects, integrates and evaluates using critical thinking when faced with problems, issues and challenges.	No performance indicators selected	Select Performance Indicators
		Sphere 5: Informatics		
✗	5	5.4 Demonstrates the ability to store and retrieve data using the Nutrition Care Process Terminology (NCPT) and other standardized languages.	No performance indicators selected	Select Performance Indicators
		Sphere 11: Business, Industry and Product Development and Marketing		
✗	6	11.3 Incorporates key sales principles while maintaining integrity of self, the organization and the nutrition and dietetics profession.	No performance indicators selected	Select Performance Indicators
		Sphere 14: Organization Management		
✗	7	14.1 Employs principles of productivity to optimize safe, ethical and efficient resource utilization.	No performance indicators selected	Select Performance Indicators
		Sphere 4: Critical Thinking and Decision Making		
✗	8	4.1 Demonstrates sound professional judgment and strategic thinking in practice.	No performance indicators selected	Select Performance Indicators
		Sphere 9: Education and Counseling		
✗	9	9.6 Uses effective counseling and coaching skills and strategies in practice.	No performance indicators selected	Select Performance Indicators

Previous Save and complete later

You must choose performance indicators for *all goals* on your Learning Plan. To do this, select “*Select Performance Indicators*”

In order to move onto the next step, you must have a *green check* next to *every* box.

Step 16: Performance indicators must be selected for *every goal*. You can select all performance indicators or specific performance indicators. Once you've selected the indicators you'd like on your plan, select "*Update Learning Plan*"

Helpful Tips:

- You *do not* need to complete CPEUs for each performance indicator selected
- You are required to have *at least one* performance indicator for each goal.

Introduction Goal Wizard FAQ

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Now select one or more performance indicators you want to focus on over the next 5 years. At least one performance indicator has to be selected for each goal.

After reviewing the Performance Indicators, you may decide to delete the competency as a goal.

Sphere 1: Ethics Professionalism

Goal 2. Adheres to and models professional obligations defined in legislation, standards and organization policies.

Select all Performance Indicators ☐

Performance Indicator	Keep this Performance Indicator?
1.5.1 Stays current of, complies with and models national, state and local legislation, policies and standards.	<input checked="" type="checkbox"/>
1.5.2 Stays current of, complies with and models organization policies and standards.	<input type="checkbox"/>
1.5.3 Reports unsafe, unethical or incompetent practice or behaviors.	<input checked="" type="checkbox"/>
1.5.4 Models a professional image as defined within organization policy and code of ethics.	<input checked="" type="checkbox"/>
1.5.5 Engages in national, state and district professional elections.	<input type="checkbox"/>

Cancel Delete this Competency as a Goal Update Learning Plan

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Want to select *all* performance indicators? Select this box.

Once you pick all the Performance Indicators you'd like on you plan, select "*Update Learning Plan*"

Step 17: Once you have selected the performance indicators for each goal, a **GREEN CHECK MARK** should appear to the right of each goal. Select ***"I have finished creating my plan"*** to move on.



Select Performance Indicators

Here is your Learning Plan. I have listed the competencies you selected as goal(s). For each goal, you will need to select Performance Indicators.

Performance Indicators replace Learning Need Codes. When you enter learning activities on your Step 2 Activity Log, each activity will be mapped to a specific performance indicator.

Performance indicators have to be selected on all goals before you can proceed to next step.

Delete Goal	Goal	Sphere/Selected Competency	Status	
		Sphere 1: Ethics Professionalism		
✗	1	1.1 Identifies with and adheres to the code of ethics for the profession.	Performance Indicators Selected	✓ Update Performance Indicators
✗	2	1.5 Adheres to and models professional obligations defined in legislation, standards and organization policies.	Performance Indicators Selected	✓ Update Performance Indicators
		Sphere 3: Leadership and Advocacy		
✗	3	3.2 Advocates and challenges others to take action to advance the profession.	Performance Indicators Selected	✓ Update Performance Indicators
		Sphere 4: Critical Thinking and Decision Making		
✗	4	4.2 Reflects, integrates and evaluates using critical thinking when faced with problems, issues and challenges.	Performance Indicators Selected	✓ Update Performance Indicators
		Sphere 5: Informatics		
✗	5	5.4 Demonstrates the ability to store and retrieve data using the Nutrition Care Process Terminology (NCPT) and other standardized languages.	Performance Indicators Selected	✓ Update Performance Indicators
		Sphere 11: Business, Industry and Product Development and Marketing		
✗	6	11.3 Incorporates key sales principles while maintaining integrity of self, the organization and the nutrition and dietetics profession.	Performance Indicators Selected	✓ Update Performance Indicators
		Sphere 14: Organization Management		
✗	7	14.1 Employs principles of productivity to optimize safe, ethical and efficient resource utilization.	Performance Indicators Selected	✓ Update Performance Indicators
		Sphere 4: Critical Thinking and Decision Making		
✗	8	4.1 Demonstrates sound professional judgment and strategic thinking in practice.	Performance Indicators Selected	✓ Update Performance Indicators
		Sphere 9: Education and Counseling		
✗	9	9.6 Uses effective counseling and coaching skills and strategies in practice.	Performance Indicators Selected	✓ Update Performance Indicators

Helpful Tips:

- If you'd like to **delete** a goal, select the red **X**.
- You **are not** required to complete a CPEU for every goal and performance indicator selected.
- If you **do not** see the "I have finished crating my plan," you may be **missing** a green check mark.

A **GREEN CHECK MARK** must appear to the right of each goal before you can move on to the next step.

Once you have selected the performance indicators for each goal, select ***"I have finished creating my plan"***

Step 18: Review your Learning Plan. Once you are done reviewing, select “*Yes, Submit my plan*”

Introduction Goal Wizard FAQ

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This is your completed learning plan.

Are you finished with your plan or would you like to delete a goal and/or performance indicator? If you want to delete a goal and/or performance indicator, please click on pencil icon.

If you are finished entering your goals and performance indicators, it's time to submit your Learning Plan to the Commission on Dietetic Registration.

Print Learning Plan No, return to update plan No, I will submit my plan later **Yes, Submit my plan**

Goal	Competency	Competency Description/Performance Indicator	
Sphere 1: Ethics Professionalism			
1	1.1	Identifies with and adheres to the code of ethics for the profession.Performance Indicators 1.1.1 Accepts own responsibility and accountability for actions and decisions related to customers. 1.1.4 Practices with honesty, integrity, transparency and fairness. 1.1.6 Recognizes and manages situations with ethical implications.	
2	1.5	Adheres to and models professional obligations defined in legislation, standards and organization policies.Performance Indicators 1.5.1 Stays current of, complies with and models national, state and local legislation, policies and standards. 1.5.3 Reports unsafe, unethical or incompetent practice or behaviors. 1.5.4 Models a professional image as defined within organization policy and code of ethics.	
Sphere 3: Leadership and Advocacy			
3	3.2	Advocates and challenges others to take action to advance the profession.Performance Indicators 3.2.2 Participates in professional and personal development activities for career growth and skill enhancement. 3.2.5 Educates the employer and the public on the role and the benefits of receiving care or services from an RDN and NDTR. 3.2.6 Communicates with policymakers to influence decisions that impact advancement of the profession.	
Sphere 4: Critical Thinking and Decision Making			
4	4.2	Reflects, integrates and evaluates using critical thinking when faced with problems, issues and challenges.Performance Indicators 4.2.3 Demonstrates insight into personal expertise and limitations. 4.2.7 Integrates relevant information with previous learning, experience, professional knowledge, and current practice models. 4.2.9 Evaluates the effectiveness of a plan, and identifies required future actions.	
Sphere 5: Informatics			
5	5.4	Demonstrates the ability to store and retrieve data using the Nutrition Care Process Terminology (NCPT) and other standardized languages.Performance Indicators 5.4.2 Uses standardized terminology to describe nutrition assessment data, nutrition diagnoses, nutrition interventions, and nutrition monitoring and evaluation. 5.4.3 Queries databases composed of standardized terms to retrieve customer information for practice and process improvement to monitor the effectiveness of interventions in individuals and populations.	

Want to print your Learning Plan? Select, “Print Learning Plan”

Once you are done reviewing, select “Yes, Submit my plan” for final review.

Help Tips:

- Once you submit your plan, it is active. It **does not** need to be approved by CDR.
- You must select “**Yes, Submit my plan**” for the plan to be valid.

Helpful Tips:

- You can make edits to your Learning Plan through out your 5-year cycle. Once you submit you plan or an edit, you must wait **24 hours** before making another edit.
- You **do not** need to complete a CPEU for each goal and performance indicator.
- When logging a credit, select the sphere and performance indicator that **you think** best fits the activity. There is not a right or wrong answer.
- Once you submit your learning plan, you can record credits completed **120 days prior to the submission date**. Need to calculate how far back you can go?
<https://www.cdrnet.org/calculator?preview=true>
- Want additional information on the PDP process? Check out or Practice Competency Webinar: <https://www.cdrnet.org/competencies-for-practitioners>
- Have additional questions? Please contact cdr at 1 (800) 877 – 1600, ext. 5500