

## FREQUENTLY ASKED QUESTIONS

For applications, forms, laws and regulations, please visit <http://bdn.ky.gov> and click on “Resources” at the top of the page.

*I'm trying to find a copy of Kentucky's regulations regarding dietitian scope of practice. I'm looking for something that generally states what we can do under our licensure (such as order taking privileges).*

*Do you know where I can find this?*

**Answer:** Dietitians are subject to the standards of professional responsibility and practice adopted by the Academy of Nutrition and Dietetics (AND). Scope of Practice and Standards of Practice are set forth there. We also refer individuals to any pertinent CMS Regulations if you work in a health care facility; regulatory agencies accrediting their facilities; and policies and procedures of the facility.

*I am working on gaining order writing privileges for Dietitians in our hospital. I need to know how the Kentucky statutes address order writing privileges for dietitians.*

**Answer:** This is not specifically addressed in the Kentucky Board's laws. We refer individuals to CMS regulations, Academy of Nutrition and Dietetics (AND) Scope of Practice, and review applicable hospital regulations.

*I am a certified personal trainer. I am inquiring to find out if a nutrition certification is required in the state of Kentucky to assist my clients with meal planning, as in some states this is not required.*

**Answer:** Under KRS 310.070(1) it is unlawful to engage in the practice of dietetics or nutrition, to act or represent oneself as a dietitian or nutritionists, or to use such titles as dietitian, nutritionists, or licensed dietitian or certified nutritionists, unless the individual holds a license or certification by the Board. There is an exception under 310.070(3) which states that KRS 310 shall not apply to a person who owns a health food store or who manufactures, distributes, or sells health foods, dietary supplements, or vitamins **nor shall the provisions of this chapter be construed to affect any other person who provides nutritional or dietary advice or sells nutritional or dietary supplements if the person does not use the title dietitian, licensed dietitian or, certified nutritionist.** For the complete laws and regulations, please visit our website <http://bdn.ky.gov> and click on “Resources” at the top of the page and “Kentucky Administrative Regulations” and “Kentucky Revised Statutes”.

## Kentucky Board of Licensure and Certification of Dietitians and Nutritionists

PO BOX 1360  
Frankfort, KY 40602  
<http://bdn.ky.gov>

### ***To become a Licensed Dietitian: What universities in Kentucky can I attend that currently have an accredited dietetics program?***

**Answer:** There are only three (3) accredited universities in Kentucky that allow you to become a Registered/Licensed Dietitian – University of Kentucky, Murray State, and Western Kentucky University.

### ***To become a Certified Nutritionist: What coursework must I have completed in order to apply for the CN credential?***

**Answer:** Our regulations state that you must be RD eligible. To be RD eligible you must have completed didactic coursework from a program accredited by ACEND (Accreditation Council for Education in Nutrition and Dietetics). This program is usually attached to a BS degree in Dietetics that would end with a DPD verification statement (Didactic Program in Dietetics).

### ***How do I apply for my Kentucky Dietitian/Nutritionist license?***

- Go to the website: <http://bdn.ky.gov> , Click on Resources
- Click on Applications and Forms and print out the “Application” form
- Fill it out completely and provide all the required documentation. If you need more information go to the Laws and Regulations under “Resources” and it will tell you what is required.
  - Make sure your **attached copy of your CDR card is current.**  
(You can also submit the letter that you passed the exam if you do not have your card yet)
  - **If you have a valid CDR card or successfully passed the exam, you are eligible to apply for DUAL licensure/certification.** What this means is you would be both an LD and a CN in the state of Kentucky, and your credentials might be: RD, LD, CN (or) RDN, LD, CN (or) LD, RD. It does not cost any more (the fees are exactly the same). We do not need transcripts for this option.
  - If you hold (or have held) a license in another state(s), **we will need the license verification mailed directly from those** states before the application is reviewed. Contact those state boards directly to see if there is a fee. You may use page 3 of the application to send to these Boards.
  - **If you are applying for Certified Nutritionist only, please include your official transcript of master’s degree or higher.**  
The laws and regulations relating to licensure as a dietitian and certification of a nutritionist that apply are KAR 310.021 and 310.031. A link to a copy of the laws and regulations can be found at <http://bdn.ky.gov/Pages/default.aspx>. Part 3 of KAR 310.031 keeps most individuals from becoming a certified nutritionist in Kentucky because it states that you must “be qualified for licensure as a licensed dietitian...”.

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- Send in the application along with the application fee for board approval. The check must be made payable to KENTUCKY STATE TREASURER. If it is approved you will be assigned a license number and your license/certificate will be mailed. If it is deferred, you will receive a notification explaining what you need to do to resubmit.
- **Per statutory regulation, ALL DIETITIAN/NUTRITIONIST LICENSES EXPIRE AT THE SAME TIME, ANNUALLY, ON OCTOBER 31<sup>ST</sup> NO MATTER WHEN THE LICENSE/CERTIFICATION WAS ISSUED.** You are not required to complete CEUs the first partial year. If you are applying for a license close to the end of the licensure year (October 31), you may choose to **hold** to your application as pending until November 1<sup>st</sup> so you do not have to renew your new license shortly after its issuance. Please put a note on your application if you want it to be held until November 1<sup>st</sup>.
- It typically takes 10 business days (from the time all required materials are received) for new licenses to be issued. The Board does not have to meet for your new license to be approved and issued – applications are reviewed and processed in between Board meetings.
- The board meets every other month to officially ratify the newly approved applications.
- You can print off a verification of your new license for free by going to <http://bdn.ky.gov> and click on "Verification" at the top of the page. Type in your first and last name and click "Search". At the bottom right of the page click the small "Print" button to view your license