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Chapter DI 4

CERTIFICATION

DI 4.01 Requirements for renewal; restoration of certificates.

DI 4.01 Requirements for renewal; restoration of certificates. (1) Each person granted a certificate under Subchapter IV of ch. 448, Stats., is certified for the current certification period only. To renew certification a certificate holder shall, by November 1 of the even-numbered year following initial certification and every 2 years thereafter, file with the board an application for renewal on a form prescribed by the board, and submit the fee required under s. 440.08 (2) (a) 27m., Stats. A certificate holder who fails to renew certification shall cease and desist from using the title.

(2) Except as provided in sub. (4), a dietitian who files an application for renewal of a certificate after the renewal date may renew the certificate by payment of the renewal fee specified in s. 440.08 (2) (a) 27m., Stats., and payment of the late renewal fee specified in s. 440.08 (3) (a), Stats.

(3) A dietitian who files an application for renewal of a certificate 30 days or more after the expiration of the applicant's last certificate, but within 5 years after the expiration date, may renew the certificate by payment of fees under s. 440.08 (2) (a) 27m. and (3) (a), Stats.

(4) A dietitian who files an application for renewal more than 5 years after the renewal date may be reinstated by filing with the board an application and fees under s. 440.08, Stats. The board may require demonstration of competence by various methods including, but not limited to, written and oral examination, documentation of dietetics work in other jurisdictions, or documentation of current education or experience in the field. Any examination or education required under this section shall not be more extensive than the educational or examination requirements for an initial credential from the board.

(5) Every certificate holder shall notify the department, in writing, of a change of name or address within 30 days of the change.

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