

## FAQ's

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- How long should I retain CEU records for?

All licensees shall retain in their possession, for a period of 4 years after participation in any activity that is submitted for continuing professional educational credit, such documentation noted in Diet 405.02(b) as is available from the organization or entity sponsoring the course, program, examination, presentation, seminar or meeting, or a copy of the peer reviewed professional publication written or read.
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- What types of Continuing Education courses does the Board accept?
    - Activities that have been approved by the CDR for continuing professional education credit for the purpose of continued registration with the CDR shall be approved by the board for continuing professional education credit under these rules.
    - College and university courses that have been approved by the CDR for continuing professional education credit for the purpose of continued registration with the CDR shall be approved by the board for continuing professional education credit under these rules.
    - The board shall approve other college and university courses for continuing professional education credit if those courses relate to either: (1) Human nutrition, nutrition education, food and nutrition, dietetics, public health nutrition, or food systems management by addressing the application of principles derived from the fields of biology or physiology, from the behavioral or social sciences, or from the study of food, nutrition, management, or communication; or (2) Methods for achieving or maintaining optimal human health.

- The board shall approve activities other than those noted in Diet 405.02 for continuing professional education credit if those activities: (1) Relate to the subjects set forth in Diet 405.03(c)(1) or (2); (2) Are not primarily designed to introduce members of the general public to the field of dietetics; and (3) Accomplish one or more of the following goals:
    - a. Update or enhance the professional knowledge, skill or competence of dietitians;
    - b. Assess the professional knowledge, skill or competence of dietitians;
    - c. Provide opportunities for dietitians to engage in interdisciplinary studies;
    - d. Provide dietitians with opportunities for professional growth and development; or
    - e. Build excellence in the profession of a dietitian.
- My license has been expired for under 1 year. How do I renew?
 

If your license lapsed for no more than one year, the applicant must apply for a license reinstatement. In order to do this, the applicant must fill out the following forms:

  - “Universal Application for License Renewal” described in Plc 308.06 and fill out the “Dietitians Reinstatement Addendum to the Universal Application for License Renewal” requiring a yes or no answer to the question “Have you practiced as a dietitian in New Hampshire since the date your license lapsed?” These forms can be found under ["Applications"](#) on the OPLC Board of Licensed Dietitians website.
  - If any of the answers to the "yes-no" questions on the application form are in the affirmative the following supporting documents are required:
  - On a separate sheet, a detailed report of the relevant circumstances if any of the answers to the "yes-no" questions on the application form are in the affirmative
    - A resume containing a chronologically organized account of the applicant's paid or volunteer work experience as a dietitian for the past 10 years, including (1) each separate experience in paid or volunteer work; (2) the period of each separate experience described by the month and year it began and month and year it ended; and (3) the physical address of each experience.
    - Unless the information is available only on a website, an official letter of verification sent directly to OPLC from every jurisdiction which has issued a license or other authorization to practice in any health care field since the date that the license lapsed: (1) Stating that such license or other authorization is or was, during its period of validity, in good standing, and (2) Stating whether any disciplinary action was taken against the license or other authorization to practice
    - Evidence of completion of continuing education completed within the last 2 years prior to the license expiration date.
    - A certification verifying Certified Dietitian Registration (CDR) registration directly from the issuing body.

A [Reinstatement Checklist](#) can be found on the OPLC Board of Licensed Dietitians website.

- My license has been expired for more than 1 year. How do I renew?

A licensee who wishes to reactivate a license lapsed for more than one year shall apply for an [initial license](#) complying with Diet 302 and provide documentation of completion of 20 hours of continuing education in accordance with Diet 405 within the immediately preceding 24 months of the license expiration date.

- How can I request a verification of licensure? KM
  - You may request a verification letter by going to [WWW.OPLC.NH.GOV](http://WWW.OPLC.NH.GOV) . Click [here](#) for directions.
- Can I work as a Dietitian if my license has not been renewed? KM
  - No, you must hold a valid NH dietetic license to practice in NH. If you need to reinstate your license, click [here](#) for instructions.
- How many CEs do I need for renewal?
  - 20 CE's are required for dietitian license renewal in the state of NH
- Is NH on of the Dietitian Compact jurisdictions?

As of December 13, 2024, NH is not yet part of the Dietitian Compact. However, it is in the process of becoming part of the Dietitian Compact. We will know more within the next 6 months. The bill has a sponsor, no bill number assigned, but will be heading to the House for testimony.