



## Completing the CCP When on a Leave of Absence

While on a leave of absence (LOA), dietitians often struggle when setting learning goals. Below is guidance to dietitians who struggle with goal development while off due to illness, unemployment or for parental leave.

At this time, there isn't a non-active practice category of registration. Dietitians are not exempt from the CCP while on a LOA (unless an extension is granted due to illness).

If you are a dietitian on a LOA and planning to return to your previous area of practice, reflect on your practice to identify competency areas where professional development is desired. Learning activities can include attending a course in-person or through correspondence, searching evidence-based information using the internet, a literature review or online journal club.

If you are planning to change your scope of practice, reflect on and acquire the knowledge and skills required for your new position. This can be done by reviewing a job description or networking. Once you have identified your learning needs for the new job opportunity, engage in learning activities and document the impact of the learning on your competence. When changing practice areas or starting a new position after a lengthy LOA, it is important to document that you have the required competency to practice competently. This is one of the reasons why the professional portfolio is a part of the CCP.

If you are not returning to practice in the near future, consider developing learning goals around dietetic-related volunteer work or the five categories of competencies outlined in [\*The Integrated Competencies for Dietetic Education and Practice\*](#): Professional Practice, Communication and Collaboration, Nutrition Care, Population and Public Health, and Management. If you are unsure which area of practice you will choose when entering dietetics following a LOA, focus on non-specific areas such as time management or communication skills, and include at least one learning activity related to acting as a reliable source of current food and nutrition information.

Example of learning goal related to acting as a reliable source of current food and nutrition information:

*Within the next year, I will increase my understanding of the evidence behind the gluten-free craze in the non-celiac population.*

Reference: College of Dietitians of Ontario (2006). Completing the SDL Tool for RDs in Atypical Situations. *Resume*.