



North Carolina Board of Dietetics/Nutrition



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Renewal Period: Late Renewal Until May 31st

Although the on-time renewal period is now closed, licensees whose licenses expired on March 31, 2018 and have not renewed, may still register in the Gateway, and complete the renewal process with an additional \$75 late fee. Licensees who do not renew before May 31, 2018 will be **Lapsed**.

If you have forgotten the login credentials you set up last year, you may use the “Forgot Username” or “Forgot Password” buttons on the login page. Note: the reset instructions will be sent to the email address we have on file. If you no longer have access to that email, please email this office at: info@ncbdn.org with an update to your records before proceeding.

If you do not plan to renew your North Carolina license you must still Relinquish your license. Please note, if you have retired, and allowed your license to expire or lapse, you may notify our office that you have retired, and we will assist you with properly classifying your license. If you are relinquishing, please follow the Relinquish process posted here: http://www.ncbdn.org/forms/relinquish_your_license1/.

ID Cards & Receipts

As noted in the NCBDN’s renewal correspondence, the Board no longer issues plastic ID cards. Thus, please be reminded that your new ID card is available to save as a PDF or print within your Gateway account. After logging into the [Gateway](#), click on your active license. On the following page, under “Options,” you will see a button to “Print ID Card.” Your receipts, dating back through 2010, are also available by clicking the blue “View Receipts” button, which is found above the “Options” area.

Name Change Process

Licensees should be reminded that if a legal change of name has occurred, a licensee must complete the name change process directly with the NCBDN. The NCBDN does not “link” to any name changes processed with the Commission on Dietetic Registration (CDR) and maintains a separate

process. The name change process can be done entirely online, through your Gateway account. The Name Change option is located in the green main menu bar under “My Profile.” To submit a name change request online, you will need to have a digital copy of a legal document reflecting the change, available to upload, email, or fax. Alternately, you can submit the form online, and mail a photocopy of the legal document to our office.

Legislative Update

HB 357, a bill to modernize the NC Dietetics/Nutrition Practice Act, was filed and unanimously passed by the North Carolina House in the previous 2017 long session. Currently, the bill sits in the Senate Rules Committee. If it is released from that Committee during the 2018 short session, which is scheduled to begin in May, it could be heard and passed on the Senate floor this spring/summer.

As a reminder, HB357 addresses many concerns and criticisms of the current Practice Act by creating an additional pathway to licensure to ensure all qualified nutrition professionals can practice in North Caroling, providing specific authority for laboratory and order writing, narrowing the services for which a license is required to those involving medical nutrition therapy, and diversifying the Board composition.

If you would like to read the proposed changes in their entirety, you can find a copy of HB 357 here:

<http://www.ncga.state.nc.us/gascripts/BillLookUp/BillLookUp.pl?Session=2017&BillID=H357>. If you have questions regarding the proposed changes, please feel free to [contact the NCBDN office](#).

North Carolina Board of Dietetics/Nutrition
140 Preston Executive Drive, Suite 205-C
Cary, NC 27513
www.ncbdl.org
919-388-1931
info@ncbdl.org

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