

## CPA requirements and RD's Professional Development Goals

Staff name \_\_\_\_\_ Start Date \_\_\_\_\_

Modules and online courses are listed in the order of recommended completion. RD's may choose to "test out" of modules or course with content they feel familiar with, such as the *Basic Nutrition* Online Course. Passing the posttest with a score of 90% or higher correct answers will allow the training supervisor to indicate completion in the training record.

**RD Professional Development Goals:** RD's may find that completion of WIC modules or courses meets a Professional Development Goals for AND CEU's. For convenience we have identified possible Learning Need topics and Codes that may be supported by individual modules or courses. A copy of the Completion Form signed by the training supervisor can act as documentation of completion. We recommend claiming no more than one hour of CEU credit for completion of each module or course. It is the responsibility of the dietitian to track and record these hours for your portfolio. Only hours that were completed may be counted; testing out of a module should not be counted as CEU completion.

#	Type	Paper Module or Online Course	Time from hire to complete	Est. hours needed	Level	Learning Need and Code recommendations See Policy 440 for requirements
1.	Paper	Certifier's Guide	6 months	10-15	2	Guides through completion of all training 6020 – Counseling, therapy, and facilitation skills
2.	Paper	Intro to WIC Module	1 week	2-5	1	4080 – Government-funded Food and Nutrition Programs
3.	Online	Providing Participant Centered Education: Introduction Module	1 month	.5	2	Complete introduction module from this course. Gives an overview of a certification. 6010 – Behavior change theories, techniques
4.	Online	Breastfeeding Level 1 Online Course	1 month	1.5	1	4140 – Lactation
5.	Online	Anthropometric Online Course	1 month	2	2	Complete prior to taking measurements. 3030 – Anthropometrics, body composition
6.	Online	Hematology Online Course	1 month	2	2	Complete prior to doing lab work. 3060 – Laboratory tests
7.	Paper	Food Package Module	1 months	2-5	1	4080 - Government-funded Food and Nutrition Programs
8.	Online	PCS – Setting the Stage Online Course	3 months	1.5	1	7050 – Customer Focus
9.	Online	Basic Nutrition Online Course	3 months	4	2	Complete prior to the Dietary Risk Module. 4030 - Dietary guidelines, DRI's, My Plate, food labeling

#	Type	Paper Module or Online Course	Time from hire to complete	Est. hours needed	Level	Learning Need and Code recommendations See Policy 440 for requirements
10.	Online	Adverse Childhood Experiences	3 months	1.5	2	6020 – Counseling, therapy, and facilitation skills
11.	Online	WIC Participant Centered Education Online Course	3 months	7-8	2	Complete modules 1-9 from this course. 6020 – Counseling, therapy, and facilitation skills
12.	Paper	Nutrition Risk Module	3 months	7-11	2	Appropriate Workbooks must be completed prior to certifying participants of that category. 3020 – Assessment of target groups, populations
13.	Online	Prenatal Nutrition Online Course	6 months	2	2	Complete prior to certifying pregnant women. 4130 – Pregnancy
14.	Online	Child Nutrition Online Course	6 months	2	2	Complete prior to certifying children. 4150 – Infancy and Childhood
15.	Paper	Infant Feeding and Nutrition Module	6 months	3	2	Complete prior to certifying infants. 4150 – Infancy and Childhood
16.	Paper	Breastfeeding Level 2 Module or attend Breastfeeding Level 2 Training	6 months	6-9	2	Complete prior to certifying breastfeeding women. Breastfeeding Level 2 Training is a 2-day face-to-face training offered 2 or 3 times a year. 4140 - Lactation
17.	Paper	Infant Formula Module	6 months	3	2	4150 – Infancy and Childhood
18.	Online	Postpartum Nutrition Online Course	6 months	2	2	Complete prior to certifying postpartum women. 4180 – Women’s health
19.	Online	Baby Behaviors Online Course	6 months	2.5	2	4150 – Infancy and Childhood
20.	Online	Understanding Toddler Behaviors	6 months	1.5	2	4150 – Infancy and Childhood
21.	Paper	Providing Participant Centered Groups Module		9-10	2	Complete prior to facilitating groups. 6020 Counseling, therapy, and facilitation skills 6030 – Education theories and techniques for adults
22.		TWIST Training is an integral part of functioning in WIC, so training staff to use TWIST is necessary. Alternatives to on-the-job TWIST training include sending staff to TWIST training in Portland or using the <a href="#">TWIST Training Manual</a>				1020 – Computer, electronic technology

**Type:** Training resources are either available as paper modules, which can be ordered from [Oregon WIC Publications Shopify](#) store or printed from the website, or online courses, which are accessed through iLearnOregon.

(<http://public.health.oregon.gov/HealthyPeopleFamilies/wic/Pages/modules.aspx>)

**Level:** Level 1 are those required for all WIC staff. Level 2 are required for CPA's.

**Learning Need and Codes:** Codes by the Academy of Nutrition and Dietetics. Questions or comments about the Learning Need Codes, as they directly apply to dietetics practitioners should be directed to the Commission on Dietetic Registration (CDR) at 800/877-1600 ext. 5500.

<https://eatrightfnce.org/program/present-fnce/learning-need-codes/>

**TWIST Training:**

For TWIST training dates go to the Staff Training page and scroll down

<https://www.oregon.gov/OHA/PH/HEALTHYPEOPLEFAMILIES/WIC/Pages/training.aspx>

TWIST Training Manual: <http://public.health.oregon.gov/HealthyPeopleFamilies/wic/Pages/twist.aspx>