

## Examination Windows – 2019

The Examination is delivered year round by computer at approximately 300 Assessment Centers throughout the United States. See 2019 Handbook or website for details.

## Examination Fee

The examination fee is \$350. This includes a \$100 nonrefundable processing fee. Certification is valid for a period of five (5) years.

## Handbook & Application

Individuals may apply online or via the traditional paper method to take the Examination†. The Examination Handbook (Handbook) includes the paper Application, instructions for applying online or using the traditional paper method, general information, the Examination content outline, sample questions, references, and policies related to the certification program. There is no charge for the Handbook.

To obtain the Handbook, send a request including your mailing address, via mail, telephone, facsimile or e-mail to NCBDE's testing agency. It will be mailed to you upon publication. You may also download it from NCBDE's web site upon publication.

### Send your Handbook request to:

Attention: NCBDE Coordinator  
PSI Services  
18000 W. 105th Street, Olathe, KS 66061  
Telephone: 913-895-4600  
Facsimile: 913-895-4651  
E-mail: info-AMP@goAMP.com

†May not apply for those applicants who qualify via the "Unique Qualifications" pathway. See the NCBDE web site for information on this pathway.

**If you have any questions about certification, visit our web site or contact the NCBDE national office:**

www.ncbde.org  
National Certification Board for Diabetes Educators  
330 East Algonquin Road, Suite 4  
Arlington Heights, IL 60005  
Phone: 877-239-3233 or 847-228-9795  
Fax: 847-228-8469  
info@ncbde.org



"CertifiedDiabetesEducators"

National Certification Board  
for Diabetes Educators  
330 E. Algonquin Road, Suite 4  
Arlington Heights, IL 60005



Here's the information  
you requested!



National Certification Board  
for Diabetes Educators

CERTIFICATION  
EXAMINATION  
FOR DIABETES  
EDUCATORS



2019

NCBDE defines, develops, maintains  
and protects the certification  
and credentialing process to promote  
ongoing quality diabetes education and support.



**A** Certified Diabetes Educator® (CDE®) is a health professional who possesses comprehensive knowledge of and experience in diabetes prevention, prediabetes, and diabetes management. The CDE® educates, supports, and advocates for people affected by diabetes, addressing the stages of diabetes throughout the lifespan. The CDE® promotes self-management to achieve individualized behavioral and treatment goals that reduce risks and optimize health outcomes.



The Certification Examination for Diabetes Educators (Examination) is designed and intended for health professionals who have responsibilities that include the direct provision of diabetes education (DE), as defined by the National Certification Board for Diabetes Educators (NCBDE).

## Initial Certification Eligibility Requirements – 2019

Refer to *2019 Examination Handbook* for a detailed explanation of current requirements for initial certification and the requirements for renewal of certification.

- \* **DISCIPLINE** ±: One must be 1) a clinical psychologist, registered nurse (includes NP, CNS), occupational therapist, optometrist, pharmacist, physical therapist, physician (M.D. or D.O.), or podiatrist holding a current, active, unrestricted license from the United States or its territories; OR 2) a dietitian or dietitian nutritionist holding active registration with the Commission on Dietetic Registration, PA holding active registration with the NCCPA, exercise physiologist holding active certification as an American College of Sports Medicine Certified Clinical Exercise Physiologist (ACSM-CEP), health educator holding active certification as a Master Certified Health Education Specialist with the National Commission for Health Education Credentialing; OR 3) a health professional with a master's degree or higher in social work from a United States college or university accredited by a nationally recognized regional accrediting body.

± Check the NCBDE web site at [www.ncbde.org/certification\\_info/discipline-requirement/](http://www.ncbde.org/certification_info/discipline-requirement/) for information on the newly created "Unique Qualifications" pathway that is available to health professionals holding advanced degrees in other health care concentrations/majors. Pre-approval is required.

- \* **PROFESSIONAL PRACTICE**: After meeting discipline requirement AND before applying for the Examination, both of the following professional practice requirements must be met in United States or its territories:
  - Minimum of 2 years (to the day) of professional practice experience in the discipline under which the individual is applying for certification (examples: if an individual applies for certification as a registered nurse, 2 years experience working as a registered nurse is required; if an individual applies as a registered dietitian, 2 years experience working as a registered dietitian is required).
  - Minimum of 1,000 hours of DE experience with a minimum of 40% (400 hours) accrued in the most recent year preceding application. *In meeting the hourly requirement\*, professional practice experience is defined as responsibilities (within the past 4 years) that include the direct provision of DE, as defined by NCBDE.*
- \*Note: DE practice hours accrued under the Diabetes Educator Mentorship program and other volunteer positions are accepted. As with any eligibility requirement, verification of volunteer DE hours will be needed if an applicant is chosen for an audit.
- \* **CONTINUING EDUCATION**: After meeting discipline requirement AND before applying for the Examination, the following continuing education requirement must be met:
  - Minimum of 15 clock hours of continuing education activities applicable to diabetes within the 2 years prior to applying for certification. *This requirement will follow the same overall guidelines as the renewal of certification by continuing education process. Visit the NCBDE web site for details.*
- \* **APPLICATION**: Complete and submit an Application for a 2019 Examination, along with required fee. Most individuals can apply online, but refer to the NCBDE web site or the *2019 Examination Handbook* for additional information.

## Definition of Diabetes Education (DE)\*

Diabetes self-management education and support or DSMES, also referred to as diabetes self-management training or diabetes education, is performed by health professionals who have appropriate credentials and experience consistent with the particular profession's scope of practice. For purposes of this brochure, diabetes education (DE) is used.

DE\* involves the person with prediabetes or diabetes and/or the caregivers and the educator(s) and is defined as the ongoing process of facilitating the knowledge, skill, and ability necessary for prediabetes and diabetes self-care, as well as activities that assist a person in implementing and sustaining the health practices needed to manage the condition on an ongoing basis, beyond or outside of formal self-management training. It is a component of a comprehensive plan of diabetes care. The process incorporates the needs, goals and life experiences of the person with prediabetes or diabetes and is guided by evidence-based standards. DE should include practical problem-solving approaches and collaborative care, address psychosocial issues, lifestyle change, and strategies to sustain self-management.

**For purposes of certification eligibility, some or all of the following components of the DE process may be performed and counted towards meeting the DE practice experience requirement:**

- \* **Assessment**: The participant's DE needs are identified. This process is led by the participant with assessment and support of the educator.
- \* **Education Plan**: The participant's individualized education plan is developed. The plan reflects the participant's self-management goals and current evidence and practice guidelines and includes criteria for evaluating outcomes.
- \* **Interventions**: The educator delivers intervention options to assist the participant in meeting self-management goals.
- \* **Ongoing Support**: The educator provides options for ongoing support and resources. The support option(s) is selected by the participant to best meet their self-management goals.
- \* **Participant Progress**: The educator will monitor and communicate whether the participant is achieving their self-management goals and other outcome(s) to evaluate effectiveness of interventions. Additional assessments are based on the participant's needs across the lifespan.
- \* **Documentation**: The educator documents the assessment, education plan, intervention, and outcomes in the participant's health record.
- \* **Services Development/Administration**: Development and administrative activities performed as part of DSMES services.

**Note: Regardless of discipline, knowledge (and the ability to apply that knowledge) is necessary across all areas of the examination content outline.**

\*Adapted from 2017 National Standards for Diabetes Self-Management Education and Support, American Diabetes Association. Diabetes Care, Published online August 2017.