



## Certified Clinical Transplant Dietitian (CCTD)

### Frequently Asked Questions (FAQ)

#### Quick Facts (At a Glance)

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- **Deadlines:** April 1 & November 1 (application closes at 11:59 pm CST the night before)
- **Test Requirement:** This is an experience-based certification, no test required
- **Certification Length:** 3 years
- **Cost:** \$210 for NATCO members / \$235 non-members
- **Notification:** Within 4–6 weeks after application review

#### Application & Eligibility

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**1. What is the deadline to apply?**

Applications may be submitted anytime but are processed only April 1 and November 1. Portal closes 11:59 pm CST the night before.

**2. Do I need to be a NATCO member to apply?**

No. First-time applicants receive a 1-year NATCO membership upon application (if eligible).

**3. Do FMLA hours count toward my minimum practice hours?**

No. Time away (parental, medical leave, etc.) does not include patient or team interaction and cannot be counted.

**4. Who is qualified to sign my Qualifying Experience Form?**

The **only acceptable signers** are:

- **Transplant Director** (preferred)
- **Medical Transplant Director**
- **Surgical Transplant Director**

**⚠ Not accepted:** Clinical Nutrition Managers, Nurse Managers, or any other non-Director roles. Forms signed by these individuals will be **denied, which will delay approval of your application.**

**5. Can I use an acceptance letter for a conference presentation to apply?**

No. You must complete the presentation before applying.

**6. Can international practitioners apply?**

Yes. International applicants are welcome.

## Process & Timelines

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**7. When will I be notified of a decision?**

You'll receive an email decision within 4–6 weeks after the April/November review date. Approved applicants receive a congratulatory email and electronic certificate.

**8. What if my application is incomplete?**

You'll be emailed for clarification and given 10 days to respond. If not resolved, the application is denied. Note: \$25 fee is non-refundable.

**9. When do I need to re-certify?**

Every 3 years. Details are on the NATCO website.

## CEUs & Education

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**10. What are examples of national transplant-related organizations? Are there other organizations that are accepted?**

Any offering from NATCO or **National transplant-related organizations such as:**

- American Foundation for Donation and Transplantation (AFDT)
- American Society of Transplant Surgeons (ASTS)
- American Society for Transplantation (AST)
- International Liver Transplant Society (ILTS)
- International Society for Heart and Lung Transplantation (ISHLT)
- International Transplant Nurses Society (ITNS)
- Organ Donation and Transplantation Alliance (The Alliance)
- United Network for Organ Sharing (UNOS)

**National nutrition or medical organization** with topics specific to transplant nutrition or transplant dietitian practices. These organizations may include:

- The Academy of Nutrition and Dietetics (AND)
- American Society of Enteral and Parenteral Nutrition (ASPEN)
- National Kidney Foundation (NKF)
- Dietitians in Nutrition Support (DNS)

## 11. How do I know if my CEU is “solid organ transplant specific”?

CEUs are considered transplant-specific if they come from the following sources:

Source	Examples	Notes
<b>National Transplant Organizations</b>	NATCO, AFDT, ASTS, AST, ISHLT, ITNS, UNOS, The Alliance	Any offering focused on transplant care/nutrition
<b>National Nutrition / Medical Organizations</b>	AND, ASPEN, NKF, Dietitians in Nutrition Support	Must be specific to transplant nutrition or transplant practice
<b>Category 1 CME</b>	Accredited transplant-related CME activities (commonly used by physicians)	Must note “Category 1 CME” on certificate
<b>Topic-Specific CEUs</b>	ESRD, COPD, NASH/ESLD	Counted only when in context of transplant candidates/recipients/donor

**Note:** Continuing education should be specific to **solid organ transplant** (heart, lung, liver, kidney, pancreas/islet, small bowel). **Stem cell and bone marrow are excluded.**

## 12. How should I provide my CEUs?

Please see “Applicant CEU Log” link on NATCO website under CCTD Information for preferred template. Must include the following:

- Title of education presentation
- Date of completion
- CEU credits & type (CDR or Category 1 CME/AMA PRA or CEPTC)
- Copy of certificate

## Conferences: Presentation and Attendance

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### 13. What is the definition of a “National Transplant or Nutrition Conference” vs “Regional or Hospital based events”?

**National or International conference:** Includes speakers from **multiple institutions across the United States (or globally)**, not from one region, state, city, or hospital system. These conferences are directed at a professional, multidisciplinary audience and provide accredited CEUs. Examples of National/International Organizations are referenced in FAQ #10.

By contrast, **Regional conferences** involve speakers from multiple institutions within the same geographic area (e.g., state or group of neighboring states), while **Local/Hospital-based events** are limited to speakers from a single city, institution or hospital system.

⚠ **Credit** for presentations given at the national, regional, or hospital-wide level follows the tier system outlined in FAQ #15. CEUs earned through attendance may also be applied toward the CEU requirement.

#### 14. If I attend a National, Regional, or Local transplant conference how does it count toward CEU credit?

CEUs earned from National, Regional, and Local conferences may be applied toward the CEU requirement if the sessions are specific to transplant practice or transplant nutrition and meet the established criteria.

a. To claim CEU credit please provide the following:

- Title of education presentation, date of completion, CEU credits and type (CDR, Category 1 CME/AMA PRA, CEPTC), copy of certificate

#### 15. If I give a presentation at a conference, how is it counted toward eligibility criteria and CEU fulfillment?

When you deliver a conference presentation they are recognized, with CEU credit based on scope and audience. Please note that National conferences are the gold standard and preferred.

Tier	Examples	Scope / Audience	CEUs
<b>National / International</b>	NATCO, ISHLT, ASPEN, AST, ASTS, AND, ATC, ALF, TMF	National or global conference	30 CEUs
<b>Regional / Specialty</b>	NKF Regional, ITNS Regional, other regional transplant-related	Multi-State or large regional conference	15 CEUs
<b>Local / Hospital-Based</b>	Hospital grand rounds, symposia (including virtual across centers)	Single institution; local professional conference	5 CEUs

#### 16. What are Regional and Local conference presentation standards to be eligible for credit?

To ensure meaningful contribution, presentations must meet the following criteria:

- **Peer Review or Approval** - Presentation must be formally accepted through a conference review process or approved by a recognized committee.
- **Professional Relevance** - Content must be directly related to transplant nutrition, solid organ transplant care, or transplant-related clinical practice.
- **Audience Verification** - Evidence that a professional audience attended the presentation and the conference is accredited for CEU credit by an appropriate professional body. Documentation may include attendance lists, program flyers, or registration confirmation.
- **Documentation Required** - Submit slides, abstract, program flyer, certificate of presentation

#### 17. Can more than one Regional and/or Local conference presentation be used in an application period?

Yes, however each presentation must be different.

## 18. What are some additional notes I should know regarding Regional and Local presentations?

- National conferences are considered the gold standard; Regional and Local presentations supplement, but do not replace, national-level contributions.
- **Virtual Symposia:** Local hospital symposia delivered virtually to other centers are eligible under the Local/Hospital-Based tier.
- All presentation submissions are subject to review, and the CCTD Committee retains final responsibility in determining eligibility and CEU credit awarded.

## Costs & Membership

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### 19. What is the cost of initial certification?

- Existing NATCO Member: \$210 (includes \$25 admin fee + 1-year membership extension)
- New NATCO Member: \$210 (includes \$25 admin fee + 1-year membership)
- Non-Member: \$235 (includes \$25 admin fee, no membership)