

Board of Dietitians And Nutritionists



Newsletter

Winter 2009

A Regulatory Agency of the State of Tennessee

Vol. 2, No. 1

The mission of the Department of Health is to promote, protect, and improve the health of persons living in, working in, or visiting the state of Tennessee.

227 French Landing, Suite 300, Heritage Place MetroCenter, Nashville, TN 37243 • <http://www.tn.gov/health> Fax: (615)253-8724
Office Hours: Monday – Friday 8 a.m. to 4:30 p.m. Central Time (except State and Federal holidays) (615)532-5132 or 1-800-778-4123

LICENSE RENEWALS

Renewals are mailed from the administrative office six weeks prior to the licensee's expiration date. You must make sure the administrative office has your correct mailing address in order to receive all important information regarding your license in a timely manner.

If you no longer want to renew your license, you must submit a notarized Affidavit of Retirement form to this office before your expiration date. This form can be downloaded from the website at: www.tennessee.gov/health/DN/applications.htm

CHANGE OF MAILING & WORK ADDRESS AND/OR NAME

Rule 0470-1-.17 (1) & (2)

Address change: Each person holding a license who has had a change of address shall file, in writing, with the Board his current mailing address, giving both old and new addresses. Such requests should be received in the board's administrative office no later than thirty (30) days after such change has occurred and must reference the individual's name, profession, and license number.

Change of Name: Any individual registered with the Board shall notify the Board in writing

within 30 days of a name change. The notice shall provide the old name and the new name and must reference the individual's profession, board, social security number and license number.

REPLACEMENT LICENSE

A licensee whose "artistically designed" license has been lost or destroyed may be issued a replacement document upon receipt of a written request in the Board administrative office. Such a request shall be accompanied by an affidavit (signed and notarized) stating the facts concerning the loss or destruction of the original document and the required fee pursuant to rule 0470-1-.06, \$25 fee.

LAPSED LICENSE POLICY

The Board of Dietitian/Nutritionist Examiners recognizes that an individual may inadvertently allow his/her license to expire. However, statute prohibits an individual from working as a Dietitian/Nutritionist unless he/she has an active and unrestricted license. While the Board does not condone an individual working on an expired license, recognition is given to the fact that the problem does exist. As such, the Board has adopted the following procedures for reinstatement of an expired or administratively revoked license.

- Immediately upon recognition that his/her license has expired, the individual must stop practicing and contact the Board's administrative office to request a reinstatement application.

- Upon receipt of the reinstatement application, the individuals are to complete the application in its entirety, providing a detailed work history since the license expiration date. The application is to be signed, notarized, and returned to the Board's administrative office, along with any additional information and all fees specified in the instructions.

- Upon receipt of a completed reinstatement application, supporting documentation, including continuing education, and fees, the Board administrator may immediately reinstate a license, which has been in an expired status for less than three months.

- If the reinstatement application received reflects in the work history that the individual has worked in excess of three months on an expired license, the Board will present to the licensee official notice which specifies payment of a fine in the amount of \$50 per month for every month in excess of three months from the expiration date, up to a maximum fine of \$300. Practice in excess of nine months on an expired license will result in the application for reinstatement being referred to the Office of Investigations.

Filing A Complaint

While the Department of Health hopes that you will never have to file a complaint against a health care practitioner, doing so is a simple matter. You may contact the Complaint Divisions of the Department of Health at 1-800-852-2187 to request a complaint form.

The form must be completed in its entirety. All materials received in connection with the complaint will become property of the Department of Health and cannot be returned. Please return the complaint to:

**Office of Investigations
227 French Landing, Suite 201
Heritage Place Metro Center
Nashville, TN 37243**

**Statistical Licensure Status Report As of
November 30, 2009**

Active - 1329

**Board of Dietitians and Nutritionists
2010 Board Meetings**

**March 18, 2010
September 16, 2010**



227 French Landing, Suite 300
Heritage Place, MetroCenter
Nashville, TN 37243

Tennessee Department of Health
Division of Health Related Boards
Attn: Board of Dietitian/Nutritionists
Examiners
227 French Landing, Suite 300
Heritage Place, Metro Center
Nashville, TN 37243

Tennessee Board of Dietitians and Nutritionists

Demetra “Dee” Pratt, Chair
Collierville, TN
Dietitian/Nutritionist

Kim E. Pryor
Knoxville, TN
Dietitian/Nutritionist

Janet Skates
Kingsport, TN
Dietitian/Nutritionist

Liang-Chu K. Daniel
Eads, TN
Dietitian/Nutritionist

Gwendolyn L. Blackman
Nashville, TN
Dietitian/Nutritionist

Carol A. Miller
Nashville, TN
Consumer

BOARD STAFF

Karen Robinson
Board Administrator

Madeline Snoddy
Licensing Technician

Marva Swann
Board Director