

FAQs

Q: Who can apply for this program?

A: Anyone who meets the eligibility requirements as described in the Diabetes Educator Practice Levels document and on the web page descriptions for each level. (See the Related Resources for a link to the Practice Levels document.)

Q: Do I need to start at the Level 1 program?

A: No, you should enroll in the program for which you currently meet the requirements, which means that you might enroll in a Level 2 program.

Q: Can I progress from one level to the next?

A: There are specific requirements for degrees / professions, diabetes education, and years of practice in diabetes education. To move from one certificate level to the next, you would first need to meet all the requirements of the specific level prior to enrolling in the certificate program for that level.

Q: Can I move from one track to the other?

A: There are two tracks in this certificate program: the Associate Diabetes Educator track and the Diabetes Educator track. In general, the diabetes educator track is for clinicians and those who meet the qualifications to sit for the Certified Diabetes Educator® (CDE) credential. Individuals may not move from an Associate level track program to the Educator track unless s/he acquires the educational and professional requirements for the Educator track.

Q: Are all the courses and activities online?

A: Yes. All courses are offered online. There are no in-person requirements for this program. For the Diabetes Educator Level 1 and 2 programs, there are two booklets that will be mailed to you upon registration. The post-tests for these books are online.

Q: How do I access my program activities?

A: When you register for a program you should receive an automatic email confirming your registration. At that point, you may access your activities in your AADE learning portal on-demand, 24/7. To access your learning portal, go the AADE website home page: <http://www.diabeteseducator.org>. Click Education & Career on the horizontal navigation bar. Select My Learning from the drop-down menu. You will be prompted to login with the email and password you used to create your AADE profile / registration.

Q: How much time do the courses require?

A: The courses vary in length. The modules that provide continuing education (CE) credit hours, if applicable, are indicated next to the title of each course. For activity with CE, assume the number of hours required to complete the activity equals the number of CE hours. Unless otherwise indicated, all of the recorded webinars are 90 minutes. The readings vary in length from a few pages to 50 pages.

Q: Can I work at my own pace?

A: Yes, except for the DE Level 2, Core Concepts Course, you may work at your own pace, keeping in mind the completion date for all activities in your program. The Core Concepts Course, a requirement for the Level 2 DE program, is an instructor-facilitated course that begins at specific date and runs for 9 weeks. Work for each session must be completed within the designated session week, but there are no required days/times during the week when you must be available. You work within your own schedule each week.

Q: What is the best way to proceed working through the activities?

A: A syllabus for your program will be uploaded into your learning portal. The syllabus outlines the sequence for completing course activities.

Q: Can I stop and start in the activities?

A: Yes, you can stop and then restart an activity, but we encourage you to complete an activity before moving on to others. It is best not to have multiple, unfinished activities.

Q: I registered for a program and when I checked my activities in my learning portal, some of them will be expiring soon. What does this mean and how does that affect my progress in my program?

A: The CE for the activities in the programs have different expirations dates throughout the year. Depending upon when you enroll in a program, an activity may be nearing expiration. If this occurs, an activity that addresses that same topic and provides the same or more CE will be uploaded into your learning portal and you will need to complete the new activities. You will not be responsible for completing the expired activities.

Q: I have already received taken a course, recorded webinar, or reading that is included in my program bundle. Do I need to repeat the activity? Will I be able to receive CE credit (if applicable) again?

A: You do not need to repeat any activity that you have already completed. When you check the status of your activities, you will see that activity listed as "Completed". You will not receive additional CE credit.

Q: Can I stop the program prior to completion and restart it after the date of my original completion has passed?

A: No. All programs can be completed in less time than has been allotted. We strongly encourage you to review the number of activities for the program, note the length of time needed for the various activities, and assess that against the amount of time you can devote to the program over time provided.

Q: Are there bulk discounts available for more than one registrant from the same organization?

A: No. Each certificate program provides training and continuing education at an already significantly reduced rate.

Q: When I successfully complete all the activities in my program, how do I obtain my Certificate of Program Completion?

A: When you have completed all of the activities, please email education@aadenet.org, stating that you have completed your program. Your portal will be reviewed and if successful completion of all the program activities is confirmed, your Certificate will be mailed to the address you provided at registration. If you did not successfully complete all of the activities in your program, you will receive an email indicating which activities are still incomplete. If you wish to have your Certificate mail to an alternate location, please provide that address in your email.

You should receive your Certificate in the U.S. mail 7-10 days following verification of your program completion.

Q: What can I do with this certificate?

A: The certificate program can supplement your present career or help you to begin a new one in diabetes education. The certificate provides recognition for your continuing education efforts and demonstrates your initiative in acquiring additional training in diabetes self-management education. For those who qualify, the CEUs from the program apply to CDE® exam prerequisites and help to prepare you for the exam. The certificate program can be used to set minimum training standards for DSME program staff. The certificate program also is used by healthcare providers who are not looking for a career in diabetes education, but who find that they and/or their staff need more training in diabetes due to the increasing number of people with diabetes being seen in their practice.

Q: What is the difference between a certificate program and a certification program?

A: A certificate program provides training in a specific body of knowledge and/or skill-set. Successful completion of a certificate program provides a certificate of completion, not a credential. A certificate

program generally does not require renewal or CE to maintain the certificate. A certification program generally requires passing an examination following the coursework. It may require documentation of specific practice hours or demonstration of specific skills before the certification can be earned. Usually, a credential must be renewed through renewal examinations and/or meeting specific CE or other requirements. The AADE Career Path is a certificate program, not a certification program.

Q: Does this program offer CE that can be counted toward my professional license renewal?

A: Continuing education (CE) is available for all of the courses, recorded webinars and some readings for nurses, dietitians, and pharmacists. These CEs may be counted toward the professional license renewals of nurses, dietitians, and pharmacists. The Fundamentals course in the two Associate level programs provides CEs for pharmacy technicians.

Q: What are the major competencies addressed by the certificate program?

A: The competencies provide a master list of the knowledge and skills needed across the continuum of care for the various levels of practice, from novice to clinical expert. Additionally, these objectives provide a basis for education, training, development, and performance appraisal of those engaged in diabetes education. These components are clustered into five main domains, and within each domain, the competency is defined and specific objectives are identified. The roles and responsibilities for each level of Associate Educator and Educator are described for each competency. See Related Resources for a link to the Competencies document.)

Domain I: Pathophysiology, Epidemiology, and Clinical Guidelines of Diabetes

This domain addresses the competencies needed for individuals to demonstrate familiarity with pathophysiology, epidemiology, and clinical guidelines consistent with diabetes care provider level.

Domain II: Culturally Competent Supportive Care Across the Lifespan

This domain addresses the competencies needed to provide diabetes support and care in a culturally competent manner across the lifespan.

Domain III: Teaching and Learning Skills

This domain addresses the competencies needed to apply principles of teaching and learning and/or behavior change to facilitate self-management skills of individuals with diabetes.

Domain IV: Self-Management Education

This domain addresses the competencies needed to work with an interdisciplinary diabetes care team to tailor interventions to individual patient self-management education needs.

Domain V: Program and Business Management

This domain addresses the competencies needed to apply principles of program and/or business management to create a climate that supports successful self-management of diabetes.