## How to Create a Continuing Education Profile



We know children.

Set up "My Profile" for Continuing Education

Children's Hospital & Medical Center has an online system for registration, evaluation, and CME/CNE/other discipline credit for continuing education.

*Please follow the steps below to create an account in our Continuing Education portal.* \*\*\*If you are creating an account to get credit for a video/webinar (not a live event) viewed, skip to step 4.

- 1. Go to <u>www.ChildrensOmaha.org/ContinuingEd</u>
- Interviewers Hoopstal & Me...
   [If] CHMCOSS2 CME Tracker...

   Interviewers Hoopstal & Stracker St
- Click on the "My Profile" tab <u>or</u> you can find the event you wish to attend, click the "Register" icon.



- Heartland Pediatric Gastroenterology and Nutrition Market Stream Stream
- Enter your email address and select "I am a new user" if you have not used Children's Continuing Education portal system previously. You can leave the activity code blank at this time. Click Sign In. Skip to step 5.

## Continuing Professional Education



4. (Direct from CME/CNE Video Page): Enter your email address, select "I am a new user" if you have not used Children's Continuing Education portal system previously. Enter the CME(CNE) Activity Code. Click Sign In.

CME Certificate	
Welcome! To evaluate the program and display your certificate, please follow the steps below: 1. Enter your Email Address:	
<ul> <li>2. Please select one of the following: <ul> <li>I already have a password, and my password is:</li> <li>Forgot Password?</li> </ul> </li> <li>3. Enter CME Activity Code <ul> <li>Sign in (be sure your browser allows pop-ups )</li> </ul> </li> </ul>	

5. Complete the online registrant profile. Click Continue.

It is important that your name, profession, facility, email and <u>cell phone</u> are entered into the portal. Be sure to identify your credentials using the drop down window. These credentials will appear on your certificates. Also, selecting credentials assigns you the type of credit you need, such as CNE, LMNT, MA, EMS, CME, etc.

	Continuing Professional Education
Be sure to provide a <u>cell</u>	
phone number. This will be	
used as a unique identifier	Online Registrant Profile
so you may sign in electronically on the day of	* Required Field
the training (for live	Registrant Information
events).	First Name     Credentials     Gender     O M ○ F
If you do not have a cell phone, please enter 999-	Affiliation/Organization     Specialty     Job Title
999-9999 in the cell phone field and you'll be provided	Special Dietary Needs ADA Needs Emergency Contact Name Emergency Contact Phone #
with further instructions.	Contact Information
The number will not be	* Address Line 2
distributed or used in any	
other way.	* Country * City * State/Prov * Zip/Postal Code
	Conferred Dhone Number     Coll Number
	11 M/A REE (AAA) AAAAAAA
	Email Address     Password     Password
	* Pa.Entar Desword
	Continue

- You will be directed back to the Sign In page to log into your account and specifically to claim credit/CME/CNE Certificate for the event by entering the associated Activity Code. Click Sign In.
- CME Certificate

   Sign In

   Welcome!

   To evaluate the program and display your certificate, please follow the steps below:

   1. Enter your Email Address:

   2. Please select one of the following:

   I already have a password, and my password is:

   I already have a password, and my password is:

   I already have a password later)

   3. Enter CME Activity Code

   4. Sign in )

   ( be sure your browser allows pop-ups )
- 7. You will be prompted to complete the evaluation.



8. Once you complete the evaluation you will be prompted to claim the appropriate credit for your role. Please type in the appropriate credit value and include two values after the decimal.

Trauma	Grand Rounds: Pediatric Multi-trauma	Patient - Where Do We Start?
Thank you f Where Do V	for attending Trauma Grand Rounds:   Ve Start?.	Pediatric Multi-trauma Patient -
Please selec	t appropriate credit type to determine	e number of credits available.
	AMA PRA Category 1 1.00	
	Attendance 1.00	
	CNE 1.00	1.00
Physicians sh the activity.	nould only claim credit commensurate with	h the extent of their participation in
*Please note browser allow	that your certificate will be displayed in a ws popups for this site.	a pop up window. Be sure that your

9. Your certificate will display after clicking continue. You have the opportunity to print.



- 10. Your participation and credit will stay in your transcript in the CME Tracker system.
- 11. If you have questions regarding CNE, contact Rebecca Jenkins (CNE) at <u>rjenkins@childrensomaha.org</u>. Questions regarding CME, contact Sara Olsen (CME) at <u>solsen@childrensomaha.org</u>.

## To Register For a Live Event

- 1. Go to <u>www.ChildrensOmaha.org/ContinuingEd</u>.
- 2. Scroll to select the desired class and click register.

BEST CHILDREN'S HOSPITALS USCHOOSE ASTREET	Peter           Rar of Peer's and for four experiments on experiments and the experiments on experiments the work managing his symptoms, or experiments and the experiments and the experiments of the experiments	years- b g that x C C C C C C C C C C C C C	o find a provider
1		I'm searching for	GO
CME - Videos CNE - Videos	You are here: Home > For Professionals > Edu Continuing Professional	iation > Continuing Professional Education	
	Midwest Pediatric Specialty Sym March 24, 2017 University of Nebraska Medical Center; Nebraska Credits Offend: AMA PRA Category J Credit	Posium	2 R
	Target Audience: pediatricians, family practi advanced practice providers, residents, and with eye, ear, nose, or throat complaints. Brochure	e physicians, nurses, 'ellows caring for children	

3. **Sign in** using your **email address** and **password** for your Continuing Education portal account.

Sign In	
Welcome! To sign in, please follow the steps below:	
I. Enter your Email Address:	I
<ul> <li>2. Please select one of the following:</li> <li>I already have a password, and my password is:</li> <li>I am a new user (You'll create a password later)</li> </ul>	Forgot Password?
3. Sign In 🕨	

 Your registrant profile will display next. Review to make sure the account information is correct. If you need to make edits, click the edit button on the top right side of the page. Otherwise, click Continue.

Auditorium Dodge St aha, NE
Dodge St aha, NE
ana, NE
o make changes, click the Edit Profile button.
Affiliation: Children's Hospital & Med Cntr Speciality: Sub-Speciality: Department: Nursing Education

5. Your registration confirmation page will appear next.

Continuing Professional Education
Registration Complete
Heartland Pediatric Gastroenterology and Nutrition Conference
Friday, April 07, 2017
Children's Hospital & Medical Center
Glow Auditorium
8200 Dodge St
Omaha, NE
Registration Information
Thank You!
Your Confirmation # is: PK23-I2530
This page confirms your registration. Please print for your records.
Print
Continue

- 6. View **registration confirmation**. Check your email for additional information regarding the course.
- 7. With questions or to be withdrawn from a class, contact Rebecca Jenkins (<u>rjenkins@childrensomaha.org</u> or x7191) or Sara Olsen (<u>solsen@childrensomaha.org</u> or x6070).