

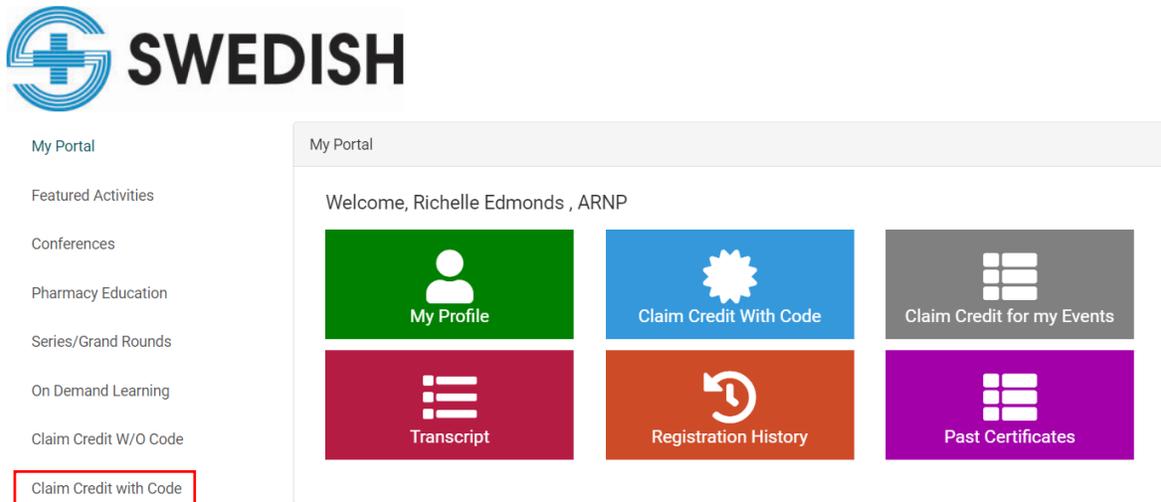
## Claiming Credits in Swedish CME's "My CME Portal"

- How to claim credit with code – Pages 1-2
- How to claim credit without code – Pages 2-4
- How to claim credit in your profile "My Portal" – Pages 4-5

**\*\*To claim credit for events users need to go to their My CME Portal at <https://cmetracker.net/SWEDISH/>, sign in and navigate to the left menu options.\*\***

### **Claiming credit with code:**

1. To claim credit for CME activities using a code please select "Claim Credit with Code" from the left menu options:



The screenshot shows the 'My Portal' interface. On the left, a sidebar menu lists various options, with 'Claim Credit with Code' highlighted by a red rectangular box. The main content area displays a welcome message for 'Richelle Edmonds, ARNP' and a grid of six buttons: 'My Profile' (green), 'Claim Credit With Code' (blue), 'Claim Credit for my Events' (grey), 'Transcript' (maroon), 'Registration History' (orange), and 'Past Certificates' (purple).

2. Then enter the CME code you received during a series/conference to pull up the event:

### Claim Credit With Code

Using the process below, you have 30 days to self claim credit after the live event.



The 'Generate Certificate' form contains the following elements: a header 'Generate Certificate', a prompt 'Please Enter your Activity Code:', a label 'Activity Code', a text input field containing the value '223713', and a blue 'Submit' button. A red arrow points to the text input field.

3. Once you click “submit” the page will direct you to an online evaluation. After the evaluation is complete, you may be prompted to enter the amount of credit earned to receive your credit/certificate.
  - Physicians should claim only the credit commensurate with the extent of their participation in the activity, and should claim credit in 15 minute or 0.25 credit increments.
4. Your certificate will populate once you complete the evaluation. This will be recorded in your CME profile – “My Portal”.

## Certificate

Certificate

Thank you for participating in an educational activity for at Swedish Medical Center.

Print Certificate



Swedish Medical Center certifies that  
 Richelle Edmonds, ARNP  
 has participated in the live activity  
**Swedish COVID-19 Town Hall Meeting**  
 December 09, 2020

### Claiming Credit without Code:

1. To claim credit for CME activities without using a code please select “Claim Credit without Code” from the left menu options:

My Portal

Featured Activities

Conferences

Pharmacy Education

Series/Grand Rounds

On Demand Learning

Claim Credit W/O Code

Claim Credit with Code

My Portal

Welcome, Richelle Edmonds , ARNP

 My Profile	 Claim Credit With Code	 Claim Credit for my Events
 Transcript	 Registration History	 Past Certificates

2. Search CME activities below to claim credit without a code or to find past events. Click the "claim credit" button to start the credit claiming process.

## Claim Credit With Out Code

If you lost your CME code or need to find a past event please search the listing below to claim your credit. Using the process below, you have 30 days to self claim credit after the live event. Please claim only the credit commensurate with the extent of your participation in the activity.

**Filter Activities**

 12/3

### Swedish COVID-19 Town Hall Meeting

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**Event Date:** December 03, 2020  
**Begin Time:** 12:00 PM  
**End Time:** 1:00 PM

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Claim Credit ✓ More Information ⓘ

3. The page will generate the CME code. Once you click "submit" the page will direct you to an online evaluation. After the evaluation is complete, you may be prompted to enter the amount of credit earned to receive your credit/certificate.

- Physicians should claim only the credit commensurate with the extent of their participation in the activity, and should claim credit in 15 minute or 0.25 credit increments.

## Claim Credit With Code

Using the process below, you have 30 days to self claim credit after the live event.

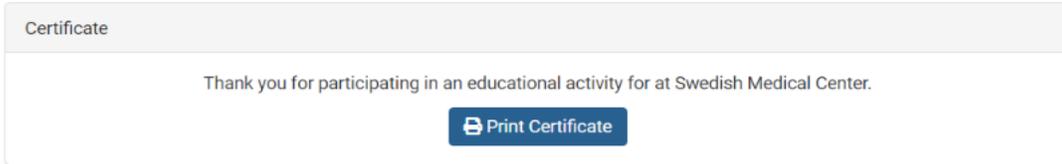
Generate Certificate

Please Enter your Activity Code:

**Activity Code**

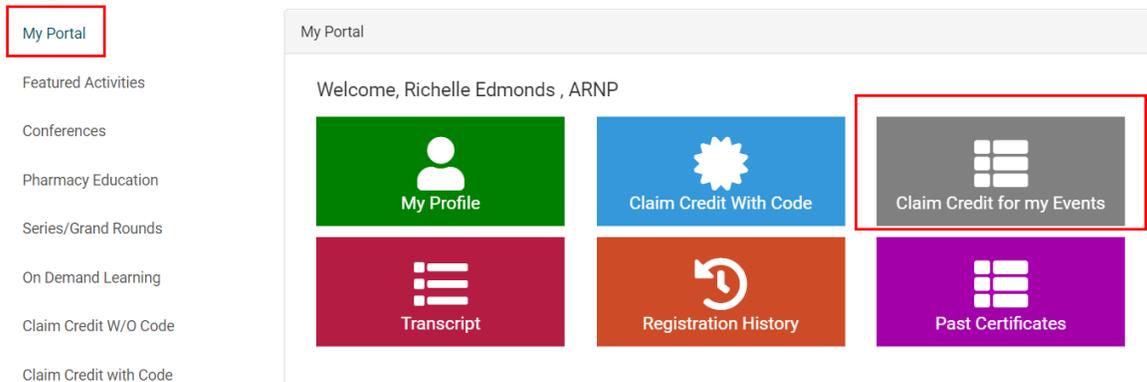
  
Submit

4. Your certificate will populate once you complete the evaluation. This will be recorded in your CME profile – “My Portal”.



**Claiming Credit in your Profile “My Portal”:**

1. To claim credit for an activity you are already registered for, go to “My Portal” on the left menu and choose the gray “Claim Credit for my Events” button.



2. Next choose which activity you want to claim credit for and hit the “Claim Credit” button.

## Claim Credit for my Events

Using the process below, you have 30 days to self claim credit after the live event.

Unclaimed Credits		
Search:		
<input type="text" value="Filter text"/>		
Event Name	Credit Type(s) and Hours Available	Claim Credit
<b>Swedish Health Network Series</b> <i>Covid-19 Response</i> 12/18/2020	AMA PRA Cat 1 Non-MD: 1.00 AMA PRA Category 1 Credit™: 1.00	The evaluation period for this event is not yet open.
<b>24th Annual Pain Management Symposium - Goes Virtual On-Demand</b>  10/23/2020	AMA PRA Cat 1 Non-MD: 6.50 AMA PRA Category 1 Credit™: 6.50	<b>Claim Credit</b> 
<b>Swedish Health Network Series</b> <i>Contemporary Management of Acute and Chronic Coronary Artery Disease</i> 11/20/2020	AMA PRA Cat 1 Non-MD: 1.00 AMA PRA Category 1 Credit™: 1.00	<b>Claim Credit</b> 

3. Once you click “submit” the page will direct you to an online evaluation. After the evaluation is complete, you may be prompted to enter the amount of credit earned to receive your credit/certificate.

- Physicians should claim only the credit commensurate with the extent of their participation in the activity, and should claim credit in 15 minute or 0.25 credit increments.

4. Your certificate will populate once you complete the evaluation. This will be recorded in your CME profile – “My Portal”.

Questions? Email [CME@swedish.org](mailto:CME@swedish.org)