

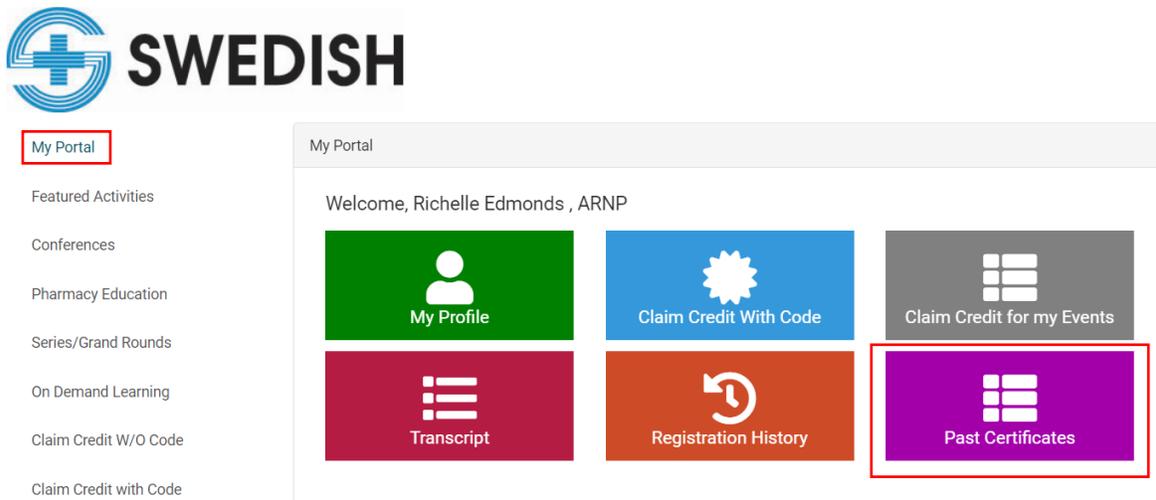
## “My CME Portal” Resources

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\*\*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.\*\*

### View Past Certificates

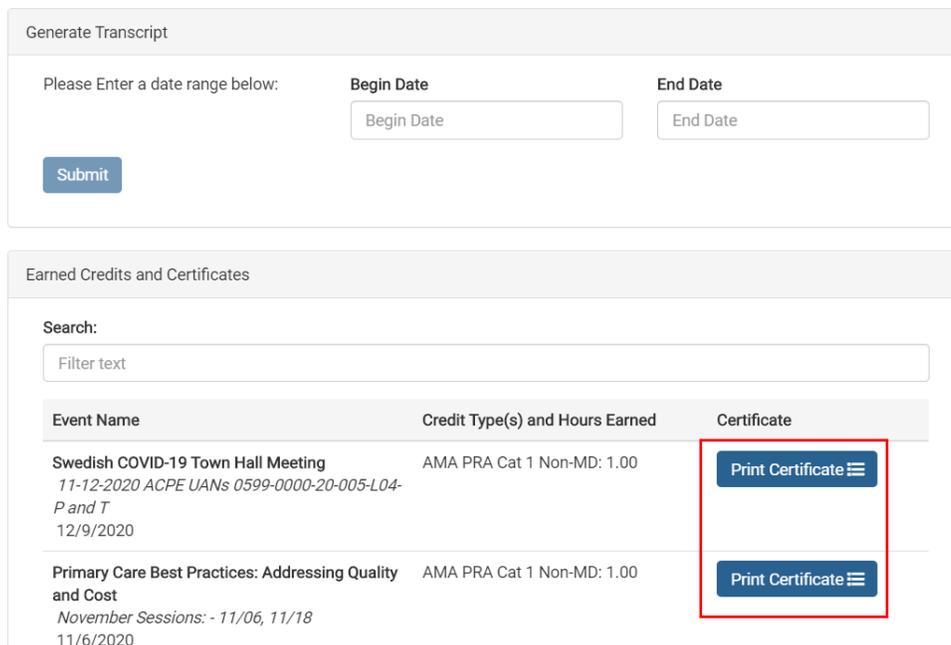
1. To view past certificates you have previously completed, go to “My Portal” on the left menu and choose the purple “Past Certificates” button.



The screenshot shows the 'My CME Portal' interface. On the left sidebar, the 'My Portal' button is highlighted with a red box. The main content area displays a welcome message for 'Richelle Edmonds, ARNP' and several navigation buttons: 'My Profile' (green), 'Claim Credit With Code' (blue), 'Claim Credit for my Events' (grey), 'Transcript' (maroon), 'Registration History' (orange), and 'Past Certificates' (purple). The 'Past Certificates' button is highlighted with a red box.

2. A list of your certificates will display, choose which certificates you want to print or download.

## Past Certificates

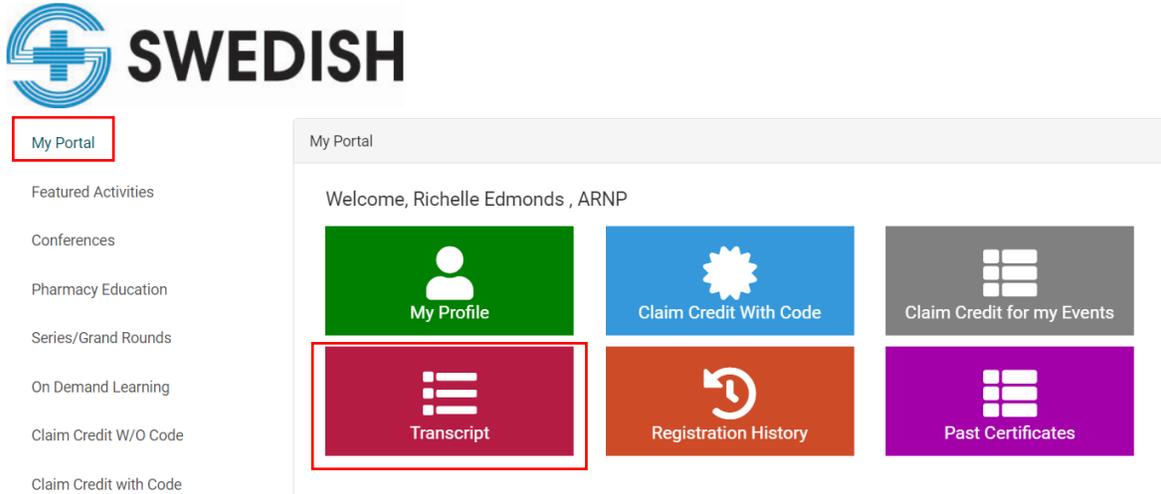


The screenshot shows the 'Past Certificates' page. At the top, there is a 'Generate Transcript' form with a 'Please Enter a date range below:' label, 'Begin Date' and 'End Date' input fields, and a 'Submit' button. Below this is a section titled 'Earned Credits and Certificates' which includes a search bar and a table of certificates. The 'Print Certificate' buttons for two entries are highlighted with a red box.

Event Name	Credit Type(s) and Hours Earned	Certificate
Swedish COVID-19 Town Hall Meeting 11-12-2020 ACPE UANs 0599-0000-20-005-L04-P and T 12/9/2020	AMA PRA Cat 1 Non-MD: 1.00	<a href="#">Print Certificate</a>
Primary Care Best Practices: Addressing Quality and Cost November Sessions: - 11/06, 11/18 11/6/2020	AMA PRA Cat 1 Non-MD: 1.00	<a href="#">Print Certificate</a>

## View CME Transcript

1. To view the credits you have claimed within a specific date range, go to “My Portal” on the left menu and choose the red “Transcript” button.



My Portal

Welcome, Richelle Edmonds , ARNP

My Profile

Claim Credit With Code

Claim Credit for my Events

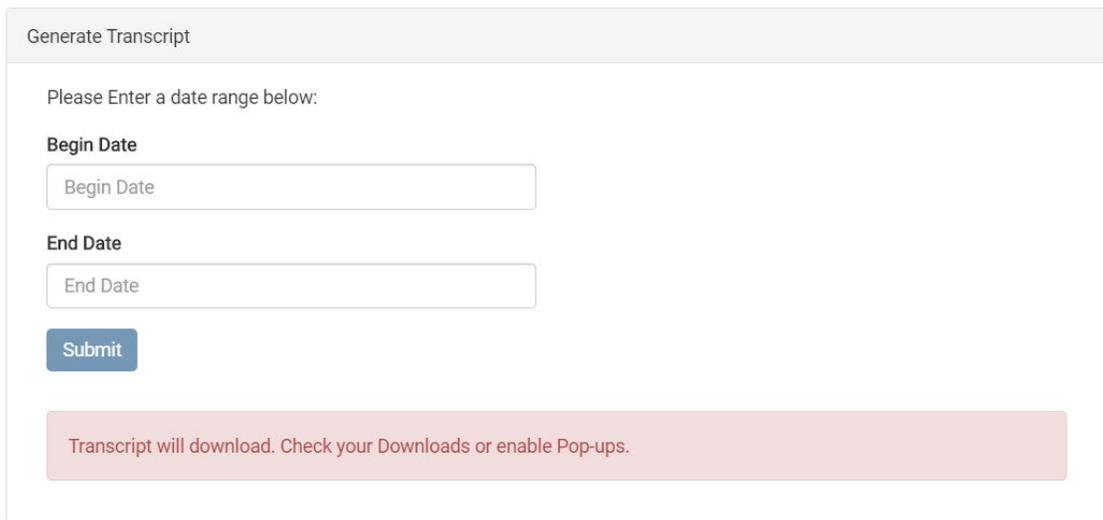
Transcript

Registration History

Past Certificates

2. The below screen will appear. Choose the dates to see which credits you have claimed within a specific date range. You will need to save the transcript that is gathered.

## Transcript



Generate Transcript

Please Enter a date range below:

**Begin Date**

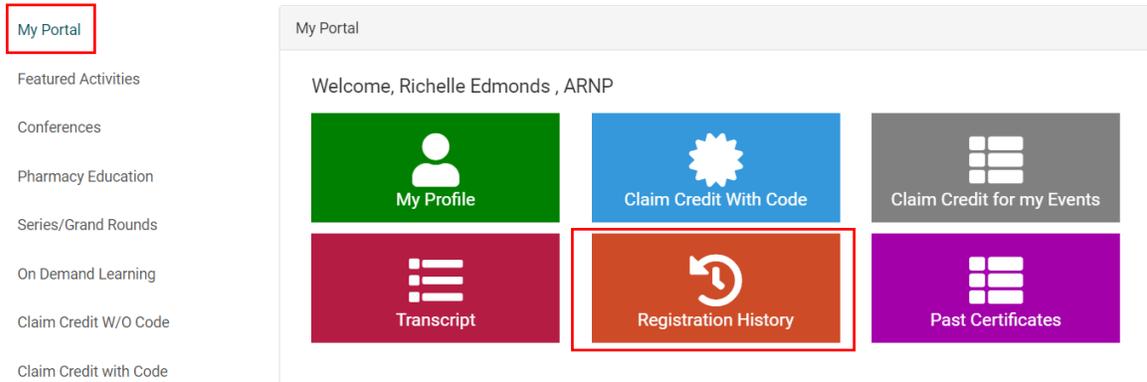
**End Date**

**Submit**

Transcript will download. Check your Downloads or enable Pop-ups.

## View Registration History

1. To view your registration history and download a receipt, go to “My Portal” on the left menu and choose the orange “Registration History” button.



My Portal

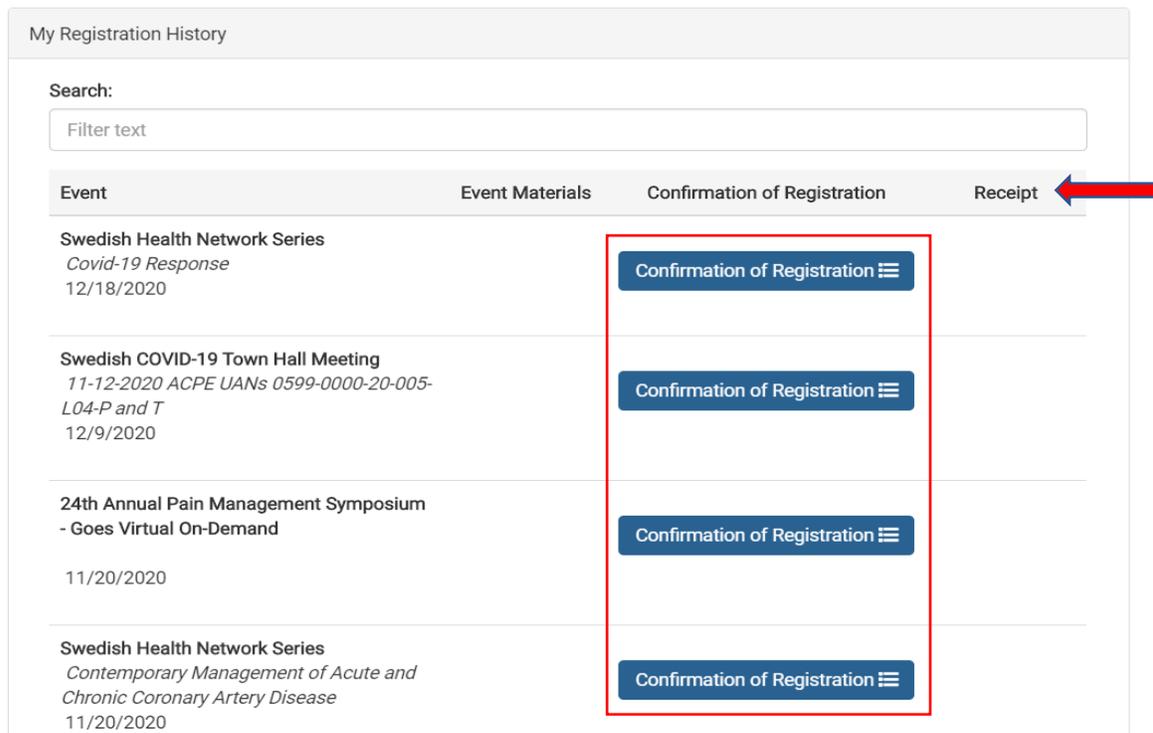
Welcome, Richelle Edmonds , ARNP

My Profile | Claim Credit With Code | Claim Credit for my Events

Transcript | **Registration History** | Past Certificates

2. A list of your registrations will appear, if you paid for an event, a downloadable receipt will also be available.

## Registrations



My Registration History

Search:

Event	Event Materials	Confirmation of Registration	Receipt
Swedish Health Network Series <i>Covid-19 Response</i> 12/18/2020		Confirmation of Registration	
Swedish COVID-19 Town Hall Meeting <i>11-12-2020 ACPE UANs 0599-0000-20-005-L04-P and T</i> 12/9/2020		Confirmation of Registration	
24th Annual Pain Management Symposium - Goes Virtual On-Demand  11/20/2020		Confirmation of Registration	
Swedish Health Network Series <i>Contemporary Management of Acute and Chronic Coronary Artery Disease</i> 11/20/2020		Confirmation of Registration	

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