Nicklaus Children's Hospital

HOW TO COMPLETE THE CME REQUIREMENTS

This guide has 3 parts...

CME Credit will be awarded automatically after completing each session in the conference.
To get credit for each session, you must:

1) Watch a session live or watch the recording   2) Complete the **Speaker Evaluation**

You will have until October 3, 2022, to complete all the sessions – but you can finish the course at any time by completing and submitting the **Activity Evaluation** and **Commitment to Change** forms.

1

How to earn credit for participating in the live conference   pg. 2

Participating live? Use the Attendance Code to mark your attendance when watching the conference – you will be marked as complete and will be able to fill out and submit the speaker evaluation immediately.

(Detailed instructions on page 2)

2

How to earn credit without participating in live conference   pg. 3

Not able to participate in person? All the session recordings will be available on iLearn beginning Monday, April 4, at 6 AM Eastern Time. Watch the video to get access to the Speaker Evaluation and get credit for any missed sessions.

(Detailed instructions on page 3)

3

How to complete your CME forms and claim your credits   pg. 4

To be marked as complete and get credit for each session you must submit the Speaker Evaluation form. When you are ready to get your certificate, complete the Activity Evaluation and Commitment to Change forms to finalize your participation in the course.

(Detailed instructions on page 4)

Have questions about the course or the iLearn platform?

If you're having difficulties with the platform, you can...

- Use the FAQ or New User Guide to get answers to the most asked questions
- Send your questions to iLearn@nicklaushealth.org

Additional guides:

- Downloading & Printing Your Transcript
- Registering your phone number to your iLearn account
- How to log in: 1) With a visitor account 2) As an NCHS Employee

HOW TO COMPLETE THE CME REQUIREMENTS

To earn credit for attending/watching the presentations live you'll need

- The attendance code shown during the session,
- A phone or computer
- Your iLearn account

INSTRUCTIONS

During each presentation, an Attendance Code will be shown on the screen.

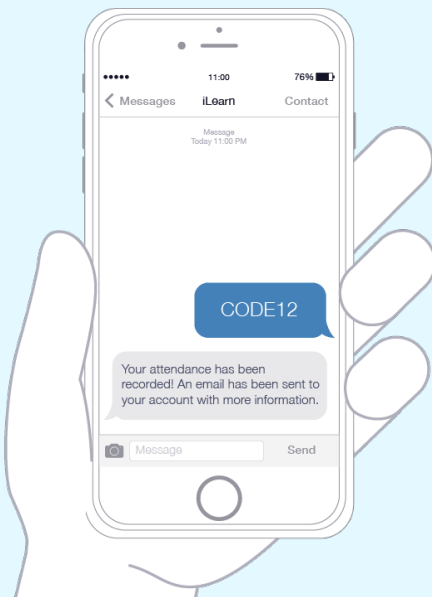**SESSION ATTENDANCE CODE: CODE12**

Codes expire shortly after each session
Don't wait to submit them!

You have <u>two</u> ways to enter this code to mark your attendance during the session:

1 Text the attendance code to 954-266-0882
(Standard carrier rates apply)

CODE12

Your attendance has been recorded! An email has been sent to your account with more information.

You will receive a confirmation via text after entering the code. You must register your cellphone number to your iLearn account to use this feature.

2 Log in and enter the code at
LearnPeds.com/attendance
and enter the code in the space provided

CONFIRMATION FORM

CODE
You must enter an attendance code to continue.

CODE12

SUBMIT

There are several buttons on the site and through the course that will take you to the attendance page...

After marking your attendance for a session, you will be able to open and complete that session's Speaker Evaluation. As you complete each session, the credits earned will be added to your total.
If you do not mark your attendance, you will have to watch the recording to get credit for that session.

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To earn credit without participating in the live conference you'll need...

- To log in to iLearnPeds.com

- Watch the conference video

INSTRUCTIONS

If you're not able to watch live, you can watch the sessions online on iLearnPeds.com.

From the CME Landing page, select the session you wish to watch and click the "Open Session" button.

This will open the activity so you can watch the recording.

NOTE - Session recordings will be available on April 4 at 6 AM Eastern time. If you try to access the recordings before, you will be asked to mark your attendance to proceed

P101 - The Donald Altman Lectureship Opening Plenary - Frontiers in Education: Where We Are and Where We Should Be Heading?

Dr. Janet R. Reid

(Medical Education has evolved over the years making use of technology in education. The pandemic has also changed the way we teach and learn. This session will focus on the concepts of adaptive learning and learning community of practice in the context of adult learning principles. The speaker will discuss tips for enhancing engagement in the learning environment)

Review the session details shown, then click the "Start/Resume Course" button at the bottom of the page (in the Course Navigation bar) to proceed to the video.

COURSE NAVIGATION

Start course ▶

On the video page, use the video player to watch the conference. After completing the video, you will be able to proceed to the Speaker Evaluation page.

You must watch at least 80% percent of the video for the system to mark you "complete". For more information on how iLearn confirms video completion, view our FAQ.

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HOW TO COMPLETE THE CME REQUIREMENTS

To complete your CME forms and claim your credits you'll need...

- To participate in the conference live & mark your attendance, or watch the videos online

- Complete & submit the Speaker Evaluation form for each session

- Complete and submit the Activity Evaluation and Commitment to Change forms

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INSTRUCTIONS

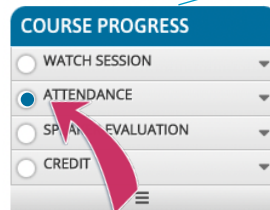You can earn **up to 10 CME hours** by completing this course.

Your CME credit will be tallied as you complete each session requirements (i.e., watch the presentation & submit the speaker evaluation), and the total hours will be awarded at the end after completing the Activity Evaluation & Commitment to change forms.

Your certificate and transcript will show the total hours earned.

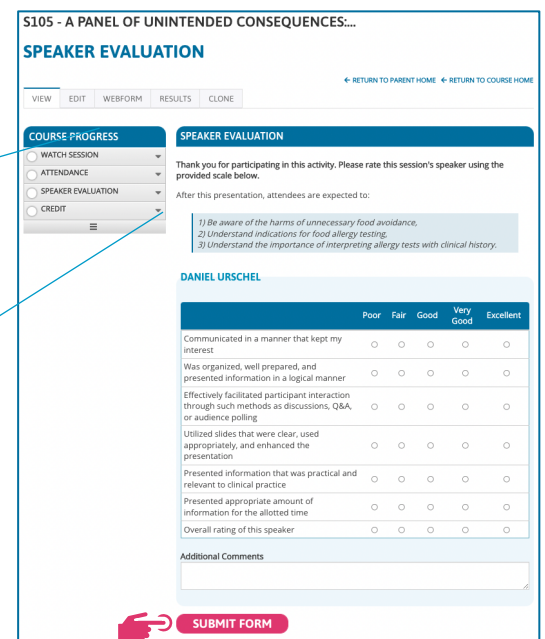### Complete the Speaker Evaluation Forms

There is **one form per session**, with some forms allowing you to evaluate two/three speakers at a time (depending on the session)

You must mark your attendance for a session or watch the video online to get access to the session's Evaluation form (Instructions on pages 2 and 3, respectively)

When complete, you will see a filled-in circle on the Course Progress menu.

You will earn credit for that session after the form is submitted. The credit will be tallied and added to your total.

Activity Evaluation and Commitment to Change Forms

These forms will be available after completing a conference session. If you try to complete it before, you will not be allowed.

You will not be able to earn more CME for the activity after submitting these forms! Make sure to only submit them once you have completed all the sessions you intended to complete, you will not be able to return to earn more credit after.

Click the "Claim CME" button from the CME Landing page, then click the **"Start/Resume Course"** button from the Course Navigation bar at the bottom of the page.

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