## **How to Guide: Claiming CME Credit on Ethos**

(Course)

## Disclaimer:

You will have to create an account on the <u>MSM Ethos CE site</u> in order to access the course activity homepage to claim credit. Please follow the instructions below.

## **Claiming Credit Step by Step:**

- 1. Log in or register through your course activity link
  - a. Once logged in, you will see the course activity homepage
- 2. Click 'Take Course'
  - a. It will take you to the session course homepage
- 4. Click 'Start Course'
- 5. On the 'Attendance' tab, enter the 'Activity Code' provided to you then click 'Submit'
  - a. You should see a green notification showing that your attendance has been recorded then hit 'Next'
- 6. Fill out the survey and hit 'Submit'
  - a. You should see a **notification showing that your submission has been recorded** then hit 'Next'
- 7. Claim your CME credit or attendance credit by **inputting the amount of credits** available for that course, then hit the **check box** to show that you agree to the statement presented and hit **submit** 
  - a. You will only see CME credit (*AMA PRA Category 1 Credit*™) if you are a MD, PA, DO, or NP. Any other profession will see attendance credit.
  - You should see a notification showing that you were awarded credit then click 'Next'
- 8. On the 'Certificate' tab, click 'Download Certificate'
- 9. Click 'Review' and it will show you a review of the course and another way to download your certificate.
- 10. **Done!**