VANDERBILT UNIVERSITY
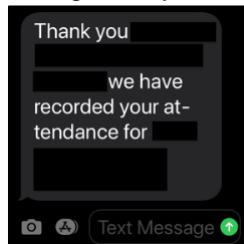MEDICAL CENTER

Non-VUMC Pharmacists (CPE)

You must meet the course requirements of answering all 20 questions to claim Continuing Pharmacy Education Credits.

Note before proceeding to steps below: QuizTime is the platform that delivers course questions to learners. A separate system, CloudCME, is used to award and track CME credits for each QuizTime course. Learners are required to set up accounts in both systems. To claim your credits, if you do not have a CloudCME account, you will need to set one up by clicking on the link below. The text code below will not be accepted if you do not have a CloudCME account.

Link:
https://res.cloudinary.com/dket7ukn0/image/upload/v1606940309/quiztime/Non-Vanderbilt_University_Medical_Center_Learners_How_to_Create_a_CloudCME_Account.pdf (If the link does not work, please copy/paste the URL into your web browser.)
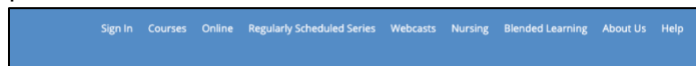
1. Text **42020** to **1-855-776-6263** within 14 days.
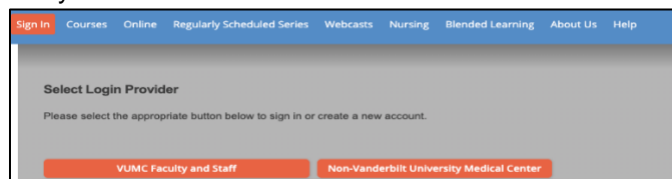2. Recorded attendance will receive the below message with your name, degree and course name.

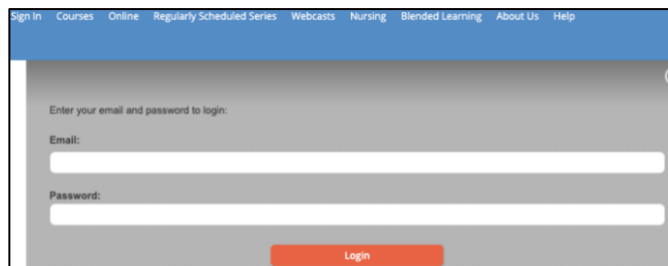3. Non-recorded attendance will receive the below message.
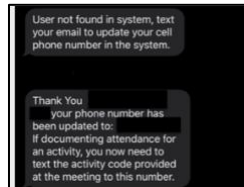
4. Complete steps in text message above to record your attendance.
5. Go to https://vumc.cloud-cme.com.
6. Select *Sign In* from the upper left corner of the blue ribbon.

7. Select Non-Vanderbilt University Medical Center.

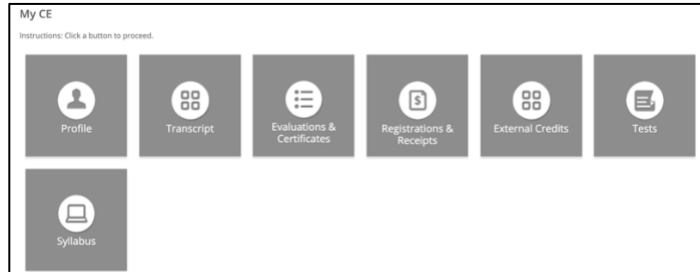8. Sign in with the credentials you created when you initially set up your CloudCME account.
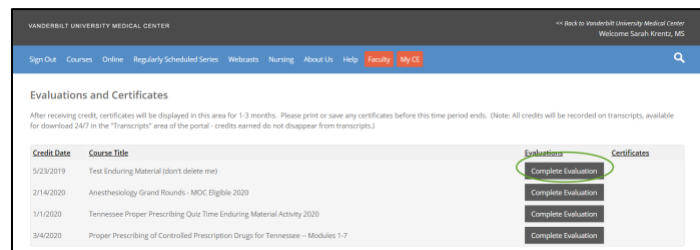
Non-VUMC Pharmacists (CPE)

9. Click on the *MyCE* tab on the right side of the blue ribbon. (You should still be signed in to CloudCME. If not, sign back in at https://vumc.cloud-cme.com/.)


10. Click on the *Evaluation and Certificates* box.

11. Complete the evaluation next to the activity you completed. **(NOTE: YOU MUST COMPLETE THE EVALUATION FOR YOUR CREDITS TO APPEAR ON YOUR CERTIFICATE OR TRANSCRIPT.)**

12. Answer all evaluation questions and *Submit*. Once the evaluation has been completed and submitted, an option to download and print your certificate will become available.
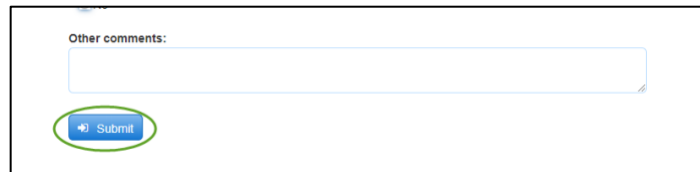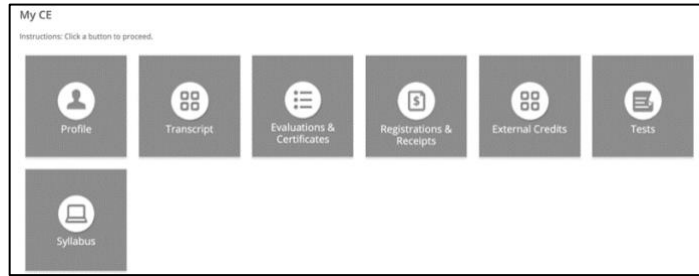

13. Download certificate.
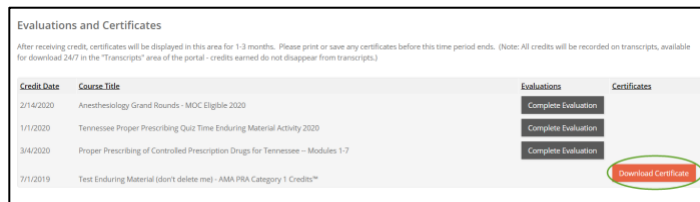
14. Follow the instructions below to download a copy of your *official transcript*.
15. Click on the *MyCE* tab on the right side of the blue ribbon. (You should still be signed in to CloudCME. If not, sign back in at https://vumc.cloud-cme.com.)
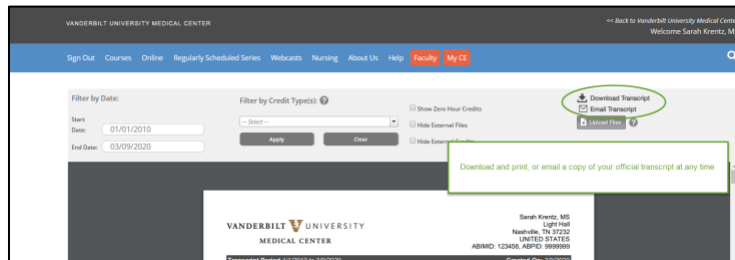
Non-VUMC Pharmacists (CPE)

16. Click on the *Transcript* box.

17. Download transcript. Print or email at anytime.

***<u>PLEASE NOTE</u>:
THE ABOVE STEPS WILL ONLY RECORD YOUR ATTENDANCE. TO RECEIVE ACPE CREDIT, YOU MUST COMPLETE THE ADDITIONAL STEPS BELOW.

18. Complete the REDCap survey at https://redcap.vanderbilt.edu/surveys/?s=HJXP9ELNWN.
19. For questions related to ACPE credit, please contact Cathy Oleis at cathy.oleis@vumc.org.

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