



## Online Claim Credit Instructions

1. Visit the **CME Portal** <https://cmetracker.net/LHS> and locate the activity you attended by Specialty on the navigation menu. Ex: *Pediatrics* → *Claim Credit for Activities*



2. Activities are listed in ascending order. You can use the **Search field** to Filter by Keyword. When you have located your event, click the **“Sign In to Claim Credit”** button to access the Sign-In window.

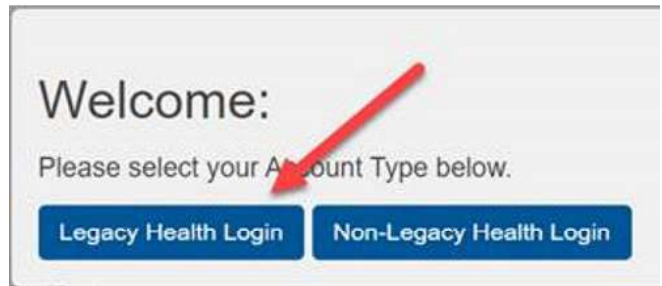


3. Sign-in to an Existing Account or Create a New Account.

- a. If you are a Legacy employee, click “Legacy Health Login”, and enter your Legacy email and Legacy password. If your current log in is a personal email account, please change this to your Legacy Health email address, to enable the single sign on experience.

- i. How to change email addresses: on the CME Portal site, select the “Sign In” button located at the top right side of the page or in the navigation menu on the left. After signing in, select the “My Profile” button to update your email address and any other required fields. Finally, select the “Save Profile” button at the top or bottom of the screen.

Tips for success: If you experience issues claiming credit with Legacy Health credentials, after signing in, verify that the information in your CME Profile is updated and complete. All learners are required to answer Yes/No if they are a physician. A full Address must be entered, including City, State, and Zip Code. Failure to answer all required fields (look for the Red Asterix) will prevent you from moving forward with claiming CME credit on activities.





## Online Claim Credit Instructions

b) If you are a non-Legacy user, click "Non-Legacy Health Login"

Welcome:  
Please select your Account Type below.

Legacy Health Login    Non-Legacy Health Login

A red arrow points to the "Non-Legacy Health Login" button.

Sign In Successful  
You have successfully Signed In!

Continue

A red arrow points to the "Continue" button.

5. Click "Submit" to confirm the pre-set Activity Code.

### Certificate

Generate Certificate

Please Enter your Activity Code:

Activity Code  
20194

Submit

A red arrow points to the "Submit" button.

**Note:** You may be directed to a **Survey Monkey evaluation**. If prompted, please complete the evaluation and click "Submit and Claim Credit" to return to the CME Portal.

6. On the **Certificate Preparation** page, enter the appropriate credit amount and click "Submit".

Certificate

Credit Type Information  
CME Attendance and Credit Attestation: Participation time and partial participation time accrue in 0.25 increments: 0.25 = 15 min.; 0.50 = 30 min.; 0.75 = 45 min.; 1.0 = 60 min.

Certificate Preparation ?  
Pediatric Case Conference

Learners should claim only the credit commensurate with the extent of their participation in the activity.

Credit type and the number of credits available: Attendee : 1.00

Indicate the number of credits you wish to claim for attending this activity: \*

1

Submit

A red arrow points to the "Submit" button.



## Online Claim Credit Instructions

7. On the **Certificate** page, your Certificate of Credit is displayed. Click the **“Print Certificate”** button to print or download a copy to your desktop. You can also access the certificate later in the **“Transcript/Credit History”** area.


### Certificate

Certificate

Thank you for participating in an educational activity provided by Legacy Health. For your records, you may print/download this certificate by clicking the button below. Use the navigation menu to claim more CME credit. View upcoming events, or access transcript/credit history. When finished, please sign-out/close the browser.

[Print Certificate](#)

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#### Certificate of Credit

Legacy Health certifies that Kimberly Mayer has participated in this Live activity titled Pediatric Case Conference, RCH Pediatric Case Conference, on May 01, 2020 Legacy Emanuel Medical Center, Portland, OR. This activity was designated for 1.00 *AMA PRA Category 1 Credit(s)*<sup>™</sup>.

Credit type and the number of credits awarded: Attendee 1.00

Legacy Health is accredited by the Oregon Medical Association to provide continuing medical education for physicians.

  
Ellen Duplain, MD  
Committee Chair  
Continuing Medical Education

- Use the navigation menu to access **“My Profile”** or view future events.
- To claim credit for another activity, use the navigation as before, selecting by *Specialty* → *Claim Credit for Activities*.
- When finished, please sign out/exit the browser.
- For further assistance, contact [CMERequests@lhs.org](mailto:CMERequests@lhs.org) or 503-413-3401.



## Online Claim Credit Instructions

### Online Claim Credit with MOC Instructions

1. Follow steps 1-5 in the instructions above.
2. After signing in to claim CME credit, a popup will appear asking if you are an ABMS board certified physician seeking MOC credit. Carefully review which ABMS boards are offering MOC credit. If so, click "Yes". You may choose "No" if it is not applicable, or you don't want MOC credit. If you select "No", then the process is the same as before.

**Are You Seeking MOC Credits For This Activity?**

This event, or series, is eligible for ABA MOCA 2.0 Lifelong Learning, and ABA Patient Safety for **PHYSICIANS ONLY**.

If you are a board-certified physician (MD/DO) that requires this credit, and you are seeking it for this event, please click **"Yes"** below. Otherwise, click **"No."**

If applicable, physicians seeking this credit must complete a post test and receive a passing score in order to proceed to claiming credit for this activity.

3. If you select Yes, a new screen will appear where you can claim **BOTH** your CME and MOC credit together. Enter 1 for regular CME credit at the top, and 1 for ABS MOC below that.  
**\*\*MOC reporting requests your Board ID # and Birthdate, Month/Date (not year). There is a lookup in case you need it for the board ID #.**

Physicians should claim only the credit commensurate with the extent of their participation in the activity.

**Credit type and the number of credits available:** AMA PRA Category 1™ : 1.00

**Indicate the number of credits you wish to claim for attending this activity:**

Maintenance of Certification

This event is eligible for the following Maintenance of Certification (MOC) credit type(s). In order to proceed, you **MUST** enter in or verify the following information. Failure to do so will result in MOC credit(s) not being awarded to you.

- The number of Credit Hours you are claiming next to your qualified Credit Type(s)
- Your Board ID Number (if present check if correct)
- Your Birth Date in MM/DD format (if present, check if correct)

**NOTE:** If your Board collaborates with the Accreditation Council for Continuing Medical Education (ACCME), by claiming any MOC credits you give permission for your participant completion information to be submitted to your specialty Board(s) through the Program and Activity Reporting System (PARS) of the ACCME.

Look up your ABIM#  
Look up your ABP#  
Look up your ABA#  
Look up your ABS#

| Credit Type & Hours           | Claim Credit Hours   | Board ID Number                    |
|-------------------------------|----------------------|------------------------------------|
| ABS MOC Accredited CME : 1.00 | <input type="text"/> | <input type="text" value="55555"/> |

**Birthdate**



## Online Claim Credit Instructions

4. Select Submit button. CME Services will report these MOC credits to the boards after 30 days. There are no MOC certificates generated for MOC credits, but credits should be visible on the board websites within a couple weeks.
  5. On the **Certificate** page, your Certificate of Credit is displayed. Click the **“Print Certificate”** button to print or download a copy to your desktop. You can also access the certificate later in the **“Transcript/Credit History”** area.
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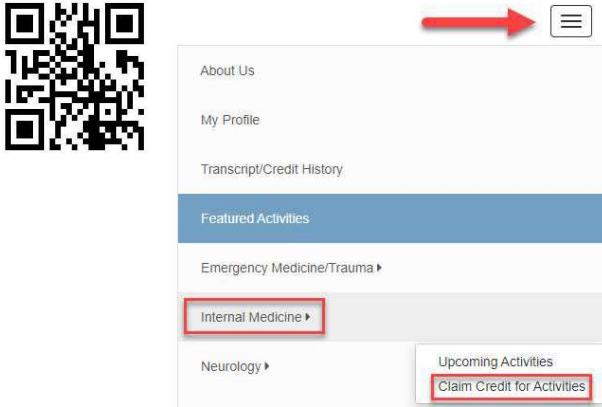


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## Online Claim Credit Instructions for Mobile

1. Scan the QR Code™ with your phone or tablet’s camera and select the link to open the URL. On the **CME Portal** page locate the event you attended by Specialty using the **navigation menu** icon. *Ex: Internal Medicine Claim Credit for Activities.*



Unable to use the code? Please visit <https://cmetracker.net/LHS>

2. Activities are listed in ascending order. You can use the **Search field** to Filter by Keyword. Locate your event and select **“Sign In to Claim Credit”** to access the Sign-In window.

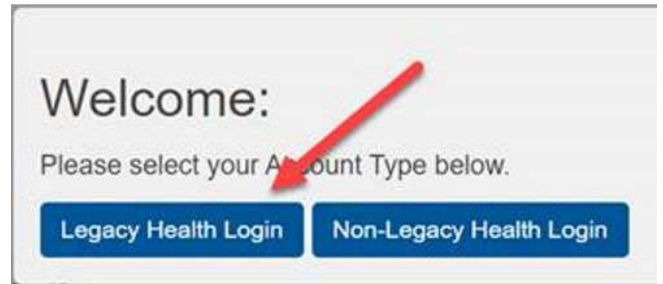


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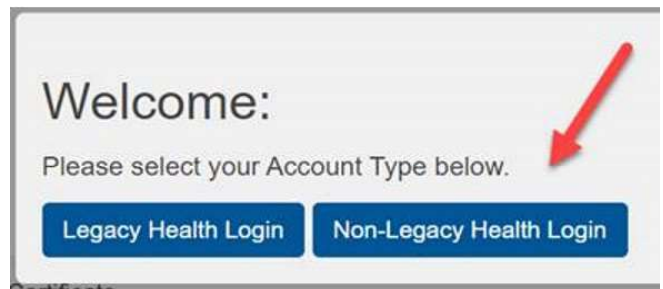
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1

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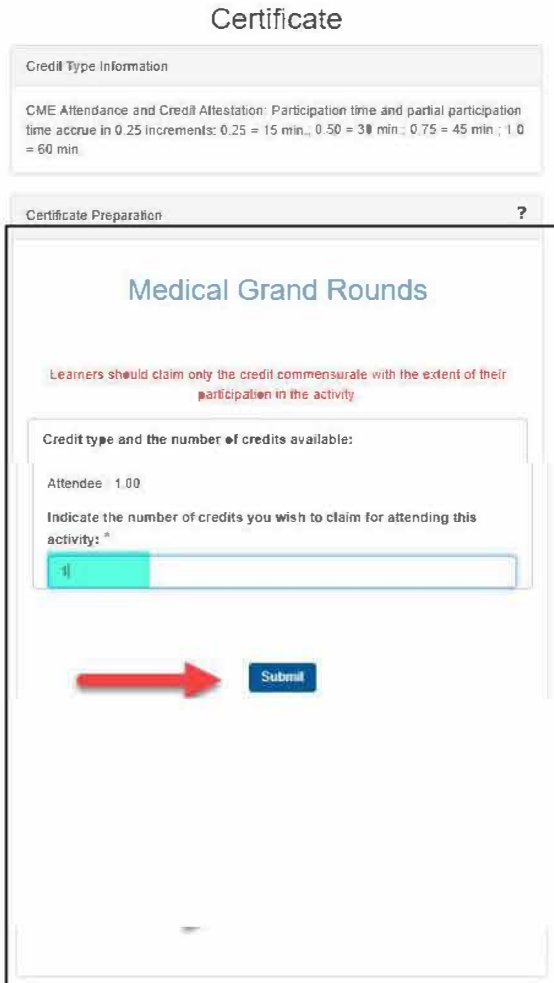
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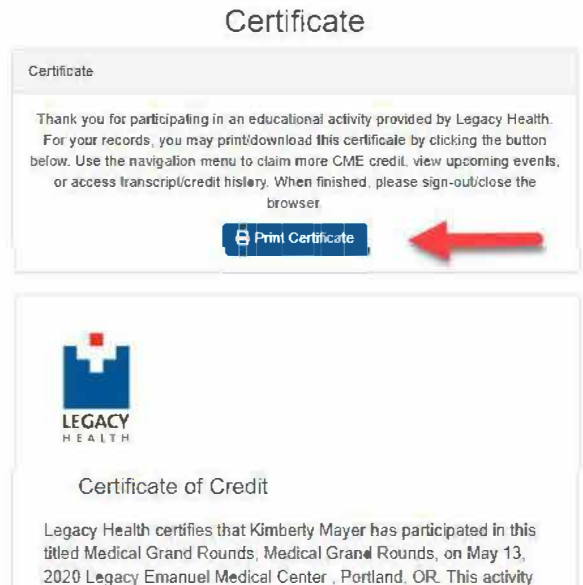
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- On the **Certificate Preparation** page, enter the appropriate credit amount and select **“Submit”**.



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2

Use the navigation icon to access **“My Profile”** or view future events.

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For further assistance, contact [CMERequests@lhs.org](mailto:CMERequests@lhs.org) or 503-413-3401.

See Instructions: Enroll in **Password Plus**, powered by Duo (Required for access to MyPortal and many other key systems)