

2021 VIRTUAL

SMA CLINICAL CARE SESSION

Thank you for attending the Cure SMA Clinical Care Meeting, June 9!

PLEASE NOTE THAT YOU HAVE UNTIL JULY 23, 2021 TO CREATE YOUR ACCOUNT, COMPLETE THE EVALUATIONS, ASSESSMENT, AND CLAIM CREDIT. The course will no longer be available to you after this time. If you do not claim credit before July 23, 2021, the course will not be on your transcript in the ICEP Portal.

Instructions for Completing the Evaluations, the Assessment, and Claiming Credit:

STEP 1

Create an account on the UW-Madison ICEP Learning Portal (*if you already have an account on the system, please proceed to Step 2*). To create an account:

- Visit <https://ce.icep.wisc.edu>.
- Select **Create account** (top right corner of the page).
- If you have a **UW-Madison NETID and Password** - log in, or if not, create a **Visitor** account.
- Complete your profile to track your courses and claim credit.

STEP 2

- Visit <https://ce.icep.wisc.edu>.
- Log in to your account using the same login and password you used to register for this course.
- Select **My account > MY ACTIVITIES > Pending activities** and select the course from this list > **BEGIN**.
- Complete the steps listed on the **Course Progress Bar** including the **Faculty Evaluation, Conference Evaluation, Assessment, and Credit** steps.
- Select the credits you are eligible to earn:
 - **For AMA, MOC, AAPA, ANCC, ACPE, ACE, and CEU credits:** Enter the total credits earned (the maximum number of credits you can claim is 5.5).
 - **For WPTA credit:** Enter the total credits earned (you have to attend at least 80% of the course to claim credit, which is 4.0 credits; the maximum number of credits you can claim is 5.0).
 - **For WOTA credit:** Enter the total credits earned (the maximum number of credits you can claim is 5.0).
- Check the box to attest you are claiming only the credit earned and click **SUBMIT**.
- Select **Certificate > Start > Download Certificate** to download your certificate.

To access your certificate at any time, return to **My account > MY ACTIVITIES > Completed activities**. Select **Download** to print a copy of the certificate associated with your credit.

If you need further assistance, email help@icep.wisc.edu.