



Process to Participate in Webinars

Before

- Constant Contact Reminder
- Save the date
- Download Zoom
- Create MCW account in EthosCE
- Edit your profile to add cell phone

Webinar

- Webex or Zoom Conference
- Internet +/- phone connection
- Active Participant = comments and questions

Evaluation

- Survey Monkey
- 10-12 questions
- <5 minutes
- >60 correct answers for knowledge check questions
- Need NPI +/- ABP ID
- Complete within 5 days of session

Claim CME

- Text SMS code to claim CME credit
- Review and print CME certificate from EthosCE at end of the year

Create you CME account with MCW



Access Ethos
Click this link: <https://ocpe.mcw.edu/>

Click **create account** and complete the account information page.

The screenshot shows the top navigation bar of the MCW website. The 'Create account' button is highlighted with a yellow circle. Below the navigation bar is a search bar with the text 'Find a course...' and a magnifying glass icon. To the right of the search bar are social media icons for Facebook, Twitter, LinkedIn, Google+, and YouTube. Below the search bar is a horizontal menu with the following items: HOME, SPECIALTIES, PARTNERS, COURSE CATALOG, RSS CATALOG, ABOUT US, and INTERNET POC. Below the menu are three main content areas. The first area is titled 'I WANT TO ACCESS' and contains links for 'My Transcript', 'My Profile', and 'My past courses to claim credit'. A note below these links states: 'Note: You must be logged in to access this content.' The second area is titled '8TH ANNUAL GREAT LAKES PALLIATIVE CARE CONFERENCE MAY 2-3, 2019' and features a photograph of a lighthouse on a lake. Below the photograph is a link to 'Click here for more information.' and contact information for Dan Bullock. The third area is titled 'UPCOMING COURSES' and lists three courses: 'Strengthening Global Emergency Care: Emergency Care Health Systems Development', 'Eighth Annual Controversies in Hematologic Malignancies Symposium', and '8th Annual Great Lakes Palliative Care Conference'. Below the list is a link to 'The 12th Annual Diabetes Symposium of Wisconsin'.

Create your CME account



When you click 'Log In' the page will change and look like this:

Step 1

The screenshot shows the login interface of the Medical College of Wisconsin CME system. At the top, there are links for "Create account" and "Log in". Below this is a search bar with the placeholder text "Find a course..." and a magnifying glass icon. A navigation menu includes links for HOME, LEARNING GROUPS, COURSE CATALOG, RSS CATALOG, ABOUT US, CONTACT US, and INTERNET POC. The main heading is "LOGIN". Below the heading are three tabs: "CREATE NEW ACCOUNT", "LOG IN" (which is selected), and "REQUEST NEW PASSWORD". The "LOG IN" tab contains two input fields: "USERNAME*" with the placeholder "Enter your Medical College of Wisconsin username" and the text "pnelson" entered; and "PASSWORD*" with the placeholder "Enter the password that you used to create your account" and masked characters "*****" entered. A "LOG IN" button is located below the password field. Three green arrows with white text point to these elements: "1. Enter Username" points to the username field, "2. Enter Password" points to the password field, and "3. Click LOG IN" points to the "LOG IN" button.

Create your CME account



Once you are logged in, your name will appear in the upper right hand corner of the screen and the [MY ACTION ITEMS] list will populate.

A screenshot of the Medical College of Wisconsin CME website interface. The top navigation bar includes the user name "Patti Nelson", a "My account" link circled in yellow, and a "Log out" link. Below the navigation bar is a search bar with the text "Find a course..." and social media icons for Facebook, Twitter, LinkedIn, and YouTube. The main content area is divided into several sections: "I WANT TO ACCESS" with links for "My Transcript", "My Profile", and "My past courses to claim credit"; a central featured article titled "MEDICATION CONVERSATIONS TO REDUCE FALLS IN GERIATRIC PATIENTS" with a "Click here to register" link and contact information for Amanda Szymkowski; and "UPCOMING COURSES" with a list of courses including "The 32nd Annual Door County Summer Institute", "Fundamental Critical Care, July 25, 2018", "Best Evidence ENT 2018", "2018 MCW Spine Research Day", and "3rd Annual Medical College of Wisconsin Advances in Musculoskeletal Oncology". A "MY ACTION ITEMS" section at the bottom left shows a list with one item: "2018 MCW Spine Research Day".

Create your CME account



1. Click "My Account" in the upper right corner of the screen next to your name.
2. Click "Edit"

HOME LEARNING GROUPS COURSE CATALOG RSS CATALOG ABOUT US CONTACT US INTERNET

MY ACCOUNT

VIEW EDIT ASSIGN CREDITS BOOKMARKS COURSE CREDIT LOG DELETED CREDIT MY ACTIVITIES ORDERS

PNELSON@MCW.EDU

PROFILE

FIRST NAME:
Patti

MIDDLE NAME:
L

LAST NAME:
Nelson

LOCATION:
10000 Innovation Drive
Suite 125
Wauwatosa, WI 53226
United States

PREFIX:
Dr.

Create your CME account



1. Click the "Mobile" tab
2. Enter the phone number for the mobile phone you will use to claim credit.
3. Click "CONFIRM NUMBER"

Step 2

A screenshot of a web application interface titled "MY ACCOUNT". At the top, there are several tabs: "VIEW", "EDIT", "ASSIGN CREDITS", "BOOKMARKS", "COURSE CREDIT LOG", "MY ACTIVITIES", and "ORDERS". Below these, there are three sub-tabs: "Account", "Profile", and "Mobile". A green arrow points to the "Mobile" tab with the text "1. Click MOBILE tab". Below the sub-tabs, there is a "PHONE NUMBER *" field containing the number "5554564900". A green arrow points to this field with the text "2. Enter CELL phone number". Below the phone number field is a "COUNTRY" dropdown menu with the selected option "USA / Canada / Dominican Rep. / Puerto Rico". At the bottom, there is a dark blue button labeled "CONFIRM NUMBER". A green arrow points to this button with the text "3. Click CONFIRM NUMBER".

You will receive a confirmation code via text message to the cell number you've entered.

Create your CME account



*Enter the confirmation code and click [CONFIRM NUMBER]

Step 3

A screenshot of a web application interface titled 'MY ACCOUNT'. At the top, there are several menu items: VIEW, EDIT, ASSIGN CREDITS, BOOKMARKS, COURSE CREDIT LOG, DELETED CREDIT, and MY ACTIVITIES. Below these are sub-menu items: Account, Profile, Mobile, and Twitter accounts. The 'Mobile' item is highlighted. Under 'MOBILE PHONE NUMBER', the number '5554564900' is displayed. Below that, under 'CONFIRMATION CODE', there is a text input field with the value '3889'. A green arrow points from the text 'Enter confirmation code' to this input field. At the bottom, there are two buttons: 'CONFIRM NUMBER' (circled in orange) and 'DELETE & START OVER'.

Your mobile phone number is now recorded in EthosCE and you will be able to report your attendance via text message to **414-206-1776**. Please note that you will be given a specific SMS code to text in at the conclusion of each RSS session that you attend.

Tips to make claiming CME credit easy



Tips for successful texting

- 1. Store the Ethos Attendance text number (414-206-1776) in your mobile phone contact list for easy access. Give this number a name that makes sense to you; for example: CME Attendance*
- 2. Be sure that your phone doesn't autocorrect the SMS code. SMS codes are a group of random system generated letters and if the code is "corrected" by your phone it will not work*
- 3. You will receive a confirmation text upon successful completion of texting in the SMS code*
- 4. An incorrect or expired code will be indicated by a failure text*
- 5. Please note that all SMS codes expire 5 days after the date of each session so it is important to text in the code as soon as possible after each session*

Pediatric Urgent Care Knowledge Series Webinars

Learning Objective	Content Summary	Time Allotted	Teaching Method (s)
Guidelines Review	A guideline on a specific clinical condition will be reviewed. At the meeting each guideline will be evaluated for relevance, validity, and application potential. There will be a strong focus on understanding meaningful practice variation, key performance indicators, measurable outcomes, and change management strategies	1 hour	Didactic Webinar Live Discussion Audience Response System Post-presentation quiz
Case Conference	This is a review of 1-3 patient cases taken from the provider-patient encounters pediatric urgent care. Each patient case will be presented with a thorough review of current relevant literature. Each patient case will also address the following variables: 1) patient safety 2) system safety 3) System Efficiency 4) Potential Quality Improvement Intervention	1 hour	Didactic Webinar Live Discussion Audience Response System Post-presentation quiz
Grand Rounds	Pediatric urgent care groups from around the country will be invited to participate in lecture on relevant topic to pediatric urgent care by a content expert.	1 hour	Didactic Webinar Live Discussion Audience Response System Post-presentation quiz
Journal Club	The one or more relevant to pediatric urgent care practice from the last month summarized and reviewed. Articles will be evaluated for methods and generalizability to pediatric urgent care. A brief section on practice change will also be included for each article. Journals included in this screening include: JAMA, NEJM, PEDS, JAMA PEDS, and ACADEMIC PED, Journal of PEM.	1 hour	Didactic Webinar Live Discussion Audience Response System Post-presentation quiz
Quality Improvement	The participants will quality improvement interventions in the urgent care setting. Participants will review: 1) What are we trying to accomplish? 2) How will we know that change is an improvement? 3) What change can we make that will result in an improvement? 4) Plan-Do-Study-Act (PDSA) cycle results. Quality Improvement projects will be judged successful when changes are measurable, sustainable and transparently communicated.	1 hour	Didactic Webinar Live Discussion Audience Response System Post-presentation quiz

MOC PART 2: Lifelong Learning and Self-Assessment

Evaluation Methods

Evaluation Mechanism	Evaluation Method	Evaluation Platform	Passing Standard	Feedback Method
Case Discussion	Learners are asked to share with each other and the group about how they would approach the case at various stages	Webex Video Conference	Learners actively participate in the conversation as judged by the group leader or presenter. Participation is verified	The outcome of the case is shared, and learners are informed that their participation met standards.
Written Response	Learners write down what they have learned and indicate what practice they will maintain or change	Survey Monkey	A minimum “appropriate” threshold is established, and the statement is reviewed to ensure the written responses are meaningful and reflective of the knowledge or strategy gained	Leader/presenter provides individualized feedback to the written responses by summarizing what was discussed and provides next best steps for the learner
Audience Response System	Learners select answers to provocative questions using the ARS	Webex Q&A	Learners engage adequately with an acceptable number of attempts. The threshold is set by the presents, and ARS is traceable to the individual	Answer to each question is shared verbally or in writing
Quiz	Learners complete answers to a quiz during or after an activity	Survey Monkey	Portion of correct answer set by provider	Best answer to each question is discussed or shared.

Presenter Expectations

Session Date	05/15/19
Session Topic	Emergency Preparedness & Croup-Case Conference
Session Type (Live, Webinar)	Webinar
Presenter(s)	Nathan Fleming, MD Amanda Kotowski, DNP
Presenter(s) disclosures and CVs collected	Yes No
Presenter (s) COI, if applicable	N/A
Learning Objectives	<ol style="list-style-type: none">1. Review emergency preparedness pre-intervention survey2. Explain the rationale for multi-modal intervention to standardize emergency preparedness across primary care and urgent care3. Review the impact on time to ED transfer4. Discuss emergency preparedness post-intervention survey
# of pharmacology credit	0.5
MOC Part II evaluation type (case conference, quiz, simulation)	Quiz/Case Conference

All items must be completed at **least 72 hours** prior to webinar

Presenter CV, Speaker Disclosure and Slide Deck must be **submitted 1 week prior** to presentation

CME Coordinator
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Presenter Expectations

- Date due: 72 hours prior to a session, all speaker disclosure forms with documentation of resolution of conflict of interest where applicable are due in the OCPE. This documentation must be completed by a physician on the planning committee who does not have the same commercial interest as the speaker.
 - Please note: **There is a \$50.00 per day per speaker fine assessed for disclosure forms received less than 72 hours prior to the start of the activity.**
 - The ACCME® prohibits the awarding of credit for talks given by those who refuse to or fail to financially disclose before the beginning of the CME activity.
- All commercial support agreements, signed by both the commercial interest and an official MCW signatory must be submitted to the OCPE no later than 72 hours prior to the date of the session.
 - Please note: as some letters of agreement must be routed throughout MCW to acquire authorized signatures, outstanding agreements received less than 72 hours prior to the start of the CME activity will be assessed 20% of the grant in late fees.
 - The ACCME® requires that all letters of agreement must be fully executed prior to the start of the CME activity. Thus, any letter of agreement received or signed by the grantor after the start of the session is noncompliant and MCW is required to return all the funds to the grantor.