

Houston Methodist CME Online Portal FAQs

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What is the online CME portal?

The portal provides access to a variety of free and premium Online CME activities from Houston Methodist, including archived video content such as lectures and grand rounds, multi-lecture seminars, and video interviews. In addition, the portal includes text-based CME content, such as journal-based CME and more. With a simple one-time registration, you will be able to access our entire catalog that will be updated continuously.

Who can use the online portal?

The portal is available to Physicians and Other Health Care Professionals.

Please ensure you select the appropriate portal.

- PHYSICIANS Portal: *MD, DO and equivalent degree from another country, and residents and fellows*
- OTHER HEALTH CARE PROFESSIONALS Portal: *physician assistants, nurse practitioners, nurses, and other allied health professionals*

What kind of credit will I receive?

Unless otherwise noted, all activities have been approved for *AMA PRA Category 1 Credit™*.*

*AMA PRA credit may only be claimed by, and awarded to, physicians, defined by the AMA as individuals who have completed an allopathic (MD), osteopathic (DO) or an equivalent medical degree from another country. All non-physician attendees should use the Other Health Care Professionals portal and will receive a certificate of attendance for completing an approved *AMA PRA Category 1 Credit™* activity.

How do I search for activities?

From your homepage, select either “**Start Searching Now**,” “**search e-learning by click here**,” or select “**Search E-learning**” from the left-hand navigation link.

The screenshot displays the Houston Methodist HM Education Portal. The left-hand navigation menu includes links for "Homepage", "Search E-learning", "My Profile", "Education Tracker", "Add Live Event", and "Information". The "Search E-learning" link is highlighted with a yellow box. The main content area shows "E-learning Available to You (4)" with a breakdown: My Specialty e-learning (2), Special Interest e-learning (0), Mandated e-learning (0), and Recommended e-learning (0). A "Search for E-learning" section features a "Start Searching Now" button, also highlighted with a yellow box. Below this, the "Your CME Cycle" section for the period 01 Jan 2015 to 31 Dec 2016 shows progress bars for "Cycle Time Elapsed" (2%) and "CME Credits Completed" (1%). A table provides a detailed breakdown of CME credits:

	Credits Required	Credits Completed	Credits Remaining	Average Credits per Month Required
AMA PRA Cat 1 Credit	48	0.5	47.5	2
Ethics	2	0	2	0.1
Total	50	0.5	49.5	2.1

At the bottom, a "Below is some suggested e-learning or you can" section includes a "search e-learning by clicking here" button, also highlighted with a yellow box.

Once on the “**Search E-learning**” page, you can search for activities by keyword or specialty, or filter by specialty (*continued next page*).

Education Portal Welcome Test

Homepage

Search E-learning (9 available)

Select E-learning Mode here: All E-learning

Filter by Specialty: Select specialty

Filter by Accreditor: Select accreditor

Type your Keysearch here: Search by specialty, e-learning, author or accreditor name

Show only free e-learning Sorted by: Newest

[Clear All Filters](#)


My Profile

Education Tracker

Add Live Event

Information
Mobile Devices

How do I view or print a certificate?

From the “Education Tracker” page, you can view your completed activities. Click the  button to view or download your certificate for that activity.

Education Portal Welcome

Homepage

Search E-learning

My Profile

Education Tracker

Add Live Event

Information
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Your CME Cycle 01 Jan 2015 to 31 Dec 2016 [Edit your CME Cycle](#) [Summary Report](#)

Cycle Time Elapsed: 2% CME Credits Completed: 1%

	Credits Required	Credits Completed	Credits Remaining	Average Credits per Month Required
AMA PRA Cat 1 Credit	48	0.5	47.5	2
Ethics	2	0	2	0.1
	50	0.5	49.5	2.1

[Edit CME Categories](#)

Your Education Tracker [Add Live Event](#)

Your Education Tracker automatically tracks education completed on the HM Education Portal administered by WCEA. In addition you can record additional education activities completed outside of the Portal. Records will be held for 10 years and can be accessed and printed at any time.

You can view, edit and create certificates for an individual piece of e-learning by clicking on the name below or select Summary Report to create reports on all the e-learning you have recorded.

Start Date: 01 Jan 2015 End Date: 31 Dec 2016

Type of Education: Show All Specialty: Show All CME Category: Show All

Date	Education Name	Category	Specialty	Exam Attempts	Exam Result	Credits	View
9 Jan 2015	Inpatient Glucose Management: Successful Strategies for Subcutaneous Insulin Therapy	AMA PRA Cat 1 Credit	Endocrinology, Diabetes and Metabolism	1	Pass	0.50	

[Summary Report](#)

Click to view Certificate.


How do I see what activities I have completed?

From the “**Education Tracker**” page you can view a list of your completed activities. Be sure you include the applicable date parameters to see all the activities you have completed during that time frame. In addition, you can view or download a Summary Report by clicking on the “**Summary Report**” button.

How do I edit my “CME Cycle?”

From the “**My Profile**” page you can edit your *Login Details, Personal Details, Specialties, CME Requirements, and Email Preferences*. To edit your CME Requirements, select the CME Requirements tab and enter the applicable information. If you have a specific CME cycle you can enter that information here. In addition, you can set Categories to track your progress.*

**Categories are for your own tracking purposes only.* Creating and selecting a category upon completion of an activity does not necessarily mean that activity was approved for the category type you created and selected. Please refer to the activity information page to view activity accreditation information. “AMA PRA Category 1” and “Ethics” are listed as default category types. You can only select one category type upon completion of an activity.



CME Requirements

Set up CME requirements

CME is recorded in Credits. The amount of CME you get for each e-learning is determined by the HM.

CME cycle start date* CME cycle end date* Next CME declaration date

01 Jan 2015 31 Dec 2016 31 Dec 2015

Categories

CME is often recorded under different categories. Please enter from one to four categories below (minimum 1). If your CME is not in categories please enter CME e-learning.

CME Category name*	Credits required in this Cycle? *
1. AMA PRA Cat 1 Credit	48
2. Ethics	2
3.	0
4.	0
Total required in the Cycle	50

* Mandatory fields

[Cancel](#) [Save Changes](#)

How do I use the “Add Live Event” feature?

The **Add Live Event** feature is not in use.

Additional Questions

Please contact the Office of Continuing Medical Education
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713.441.4971