

This one time Cloud CME set up gets you ready for all of the CME activities at Children's of Alabama.

**Step 1: Login to your Children's of Alabama Cloud CME account and complete your profile.**

Make sure to complete all items in red and provide your cell phone number in the Mobile phone box.

**Step 2: Set up your phone for texting in activity attendance.**

Tip: Add the number to your contacts as CME

**Step 3: Download the Cloud CME app to easily complete evaluations on your phone while at the activity.**

Organizational Code: **Childrensal**

Tip: When asked to log in make sure to slowly enter your login credentials for accuracy.

**\*\*\* In order to receive CME credits for attending an activity you must complete an evaluation\*\*\***

Follow the instructions provided in this packet.  
Set up time normally takes 10-15 minutes.

Do you have an email address ending in [@uab.peds.edu](mailto:@uab.peds.edu) or [@Childrensal.org](mailto:@Childrensal.org)? Yes. You are an **Internal User**, follow the instructions for internal users to get logged into your Children's of Alabama Cloud CME.

No. You are an **External User**, follow the instructions for external users to get logged into your Children's of Alabama Cloud CME.

### Internal Users COA/UAB Peds

**Step 1:** Go to <https://Childrensal.cloud-cme.com>. Click "Sign In" in the upper left corner of the screen.

**UAB Peds:** Please log in using your full [@peds.uab.edu](mailto:@peds.uab.edu) email and your UAB computer password.

**Example:** [John.Smith@uab.peds.edu](mailto:John.Smith@uab.peds.edu)

**Password Tip:** Think Citrix login for password

**Children's of Alabama employees:** please log in using your computer login ID followed by [@chsys.org](mailto:@chsys.org) and your computer password.

**Example:** CHS123@chsys.org & Children's of Alabama computer password.

**Tip:** Log in will not work if you use your email address to login or if you use [@childrensal.org](mailto:@childrensal.org) instead of [@chsys.org](mailto:@chsys.org)

You can now move ahead to the Profile instructions.

### External Users

**Step 1:** Go to <https://Childrensal.cloud-cme.com>. Click "Sign In" in the upper left corner of the screen.

**Please note:** If you have a [@uabmc.edu](mailto:@uabmc.edu) or [@uab.edu](mailto:@uab.edu) email address you may already be in the system and only require a password set up. You can click 'Forgot Password' at the time of log in and if your email is in the system you will be sent a link to set up a new password.


**For all other users:**

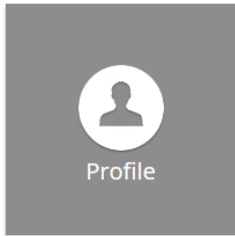
you will need to set up an account. You can continue to scroll down the screen and select the

**Sign Up Now**

tab at the bottom of the page.

Logged in? You can now move ahead to the Profile instructions.

Once you have logged in please go to the  tab located at the top of the screen.



From there please select

Make sure that you complete everything in **red**, **add your cell phone to the Mobile box** and



**In order to text in your attendance, we will need your Mobile number added to the Mobile box.**

Note: Only Physicians can claim AMA PRA Category 1 Credits

I am eligible for the following credit categories

- |   |   |
|---|---|
| <input checked="" type="checkbox"/> AMA PRA Category 1 Credits™ | <input type="checkbox"/> Non-Physician Attendance |
| <input type="checkbox"/> General Attendance                     | <input type="checkbox"/> ABP MOC Part 2           |

**Next Step: SMS Texting**

You can record your attendance during the meeting, **10 minutes prior** to, or **360 minutes (6 hours) after** the meeting.

You will need to know the **Event ID** for the activity/session and this will be provided to you either through an email, posted at the activity, located on the Cloud CME page prior to the activity starting or a combination of these.

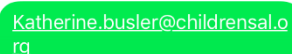
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## TEXTING IN ATTENDANCE:

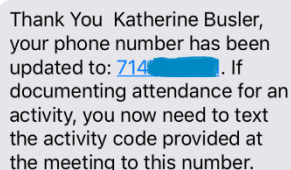
**\*\*\* If you have not entered your cell phone number into your Cloud CME profile you will need to do so before continuing.**

**Step 1:** Text your email address, entered in your Profile, to **(205) 236-8899**. You will receive a message that looks like the one below, paring your phone to your CME account. This is a one-time operation.

**Tip:** It is recommended to save this number in your phone contacts.



Katherine.busler@childrensal.org

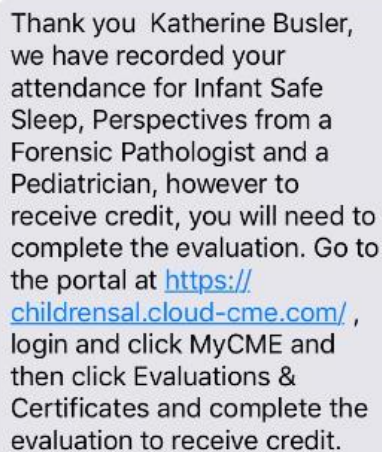


Thank You Katherine Busler, your phone number has been updated to: 714-██████████. If documenting attendance for an activity, you now need to text the activity code provided at the meeting to this number.

**Step 2:** To record your attendance to an activity, **text the Event ID** that has been provided for your activity<sup>1</sup>. You will receive a message back that verifies your activity attendance has been recorded.



3058



Thank you Katherine Busler, we have recorded your attendance for Infant Safe Sleep, Perspectives from a Forensic Pathologist and a Pediatrician, however to receive credit, you will need to complete the evaluation. Go to the portal at <https://childrensal.cloud-cme.com/>, login and click MyCME and then click Evaluations & Certificates and complete the evaluation to receive credit.

You will be requested to complete an evaluation in order to receive credit. You may use the link provided **or** use the Cloud CME app to access the evaluation.

The link will require you to sign in to the Cloud CME page via your phone, the mobile app (if previously set up) will allow you more immediate access to the evaluation.

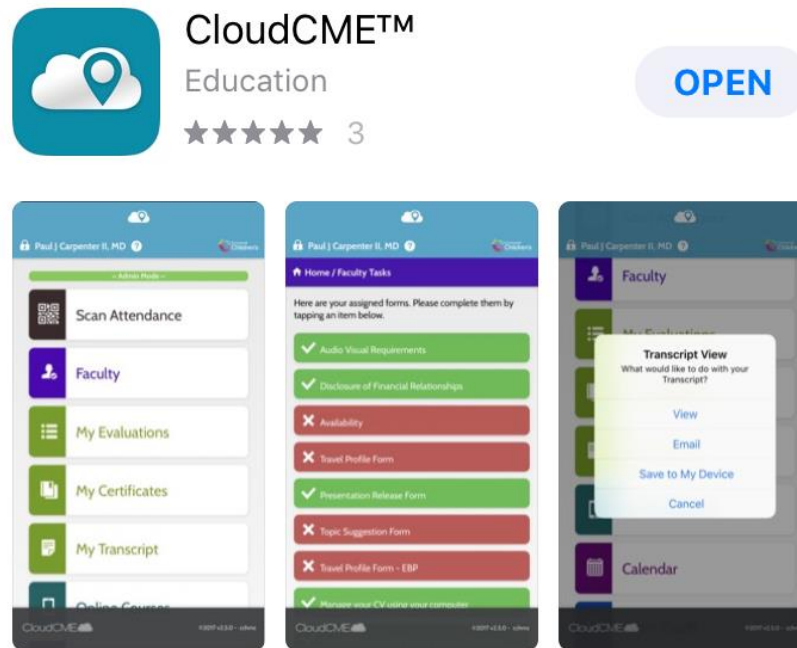
**For convenience we encourage setting up the mobile app however this is not required. The only requirement is an evaluation must be completed for CME credit to be awarded.**

## NEXT STEP: Cloud CME mobile app

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<sup>1</sup> You must text an SMS text message not an iMessage, if using iOS.

The CloudCME® mobile app provides quick access to most of the CloudCME® functions. You only need to download the app and login once, and then you will be able to view content, perform CME tasks, see listings of activities or check-in to activities from your device.



## Download Links

Download the app for free from the app store and login using their organizational code **Childrenal** then enter your CloudCME® login name and password. Both institutional Single Sign-On and non-Single Sign-On CloudCME® account types are supported.

Apple iOS - <https://itunes.apple.com/us/app/cloudcme/id624053130?mt=8>

Google Android - <https://play.google.com/store/apps/details?id=com.multiweb.checkin>

## Via CloudCME® Mobile App

**Step 1:** Download App if you have not already

**Step 2:** Open the app, use organization code **Childrenal**

**Step 3:** Click the **Login or Create Account** button.

**Step 4:** Login using your email address and password.