

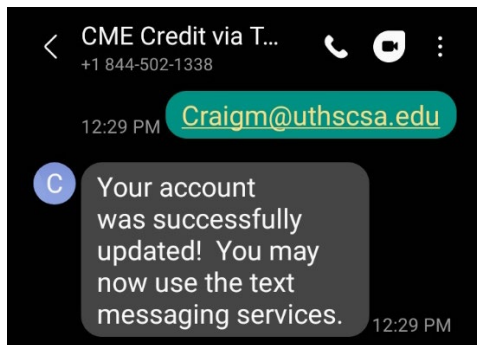
Registering Attendance using “CME Credit via TEXT”

The Office of CME captures attendance for CME credit at our Grand Rounds/M&Ms/Tumor Boards/Case Conf/Journal Clubs using “CME Credit via TEXT” which registers attendance by TEXT with just 2 steps! The biggest benefit to this system is that when attendance is recorded, CME credit is awarded immediately AND attendees will even receive a confirmation message that their attendance/credit was successfully recorded to their account.

Step 1:

Text your email address to **844-502-1338** to link your responses to your **existing** account in our database. (If you do not have an account, instructions are provided further down on Page 2.)

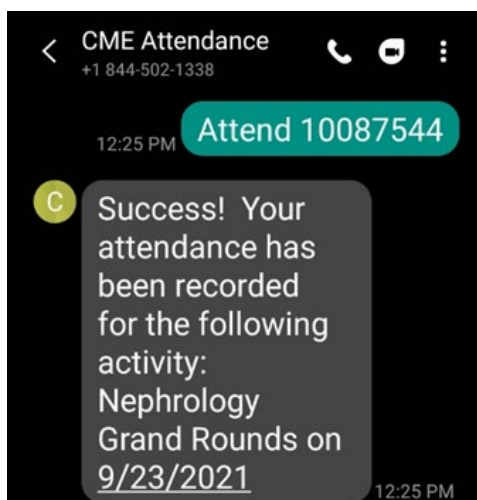
- When the system finds your email address, you will receive a confirmation message that your account was updated.
- You are now ready to perform Step 2 when attending any UT Health San Antonio activity using “CME Credit via TEXT”. 😊



Step 2:

Text **Attend** plus the **8 digit Activity Code** provided to you by the coordinator of the Grand Rounds you are, to register your attendance (Example: **Attend 12345678**)

- You will receive a confirmation message when Activity Code is accepted.



Information for UT Health San Antonio CME (Continuing Medical Education)

Hello! Below are some instructions you may find useful. 😊

Managing Your CMEs

- How to create an account in the Office of CME database – necessary for recording your CME
- How to access a copy of your transcript from our database
- **For Assistance - Contact:** Melissa Craig, CraigM@uthscsa.edu, RSS Conference Coordinator

To create a NEW account with the Office of CME:

- Go to: <http://cme.uthscsa.edu>
- Scroll down and click on the button “**My CMEs**”
- Click on the **Sign In** button (on the menu to the left)
- Enter your email address (this will be connected to all of your CME in our database)
- Create a password
- Click on button “**Create Account**”
 - The system will perform a secondary lookup and ask for your last name and cell phone number to verify you do not have an account already.
 - If account is found, it will pull it up.
 - If none found, it will ask you to create account.
- Create (or update) your profile
- You have now created the account that will contain your record of earned CME here at UT Health San Antonio!

To view your transcript at any time:

- Go to: <http://cme.uthscsa.edu>
- Scroll down and click on the button “**My CMEs**”
- Click on the **Sign In** button (on the menu to the left)
- Enter your email address
- Enter your password
- Click on “**CME Transcript**” (on the menu to the left)
- Enter parameters for begin and end date (MM/DD/YYYY)
- Click **Submit** and transcript will download as a PDF.