



CME Quick Guide

Using AAPA’s Learning Central

Learning Central will serve as your CME hub for **aapa2023 Annual Conference**. As a CME-eligible conference attendee you can view handouts, complete session evaluations, claim CME credit, and create your CME certificate. Go to cme.aapa.org, log in using your AAPA credentials. Find **aapa2023 Annual Conference** where you can access daily CME sessions, CME FAQs, and the CME Quick Guide. Navigate to CME sessions by selecting the daily navigation tabs at the top or the menu options on the left.

Claiming CME Credit in Learning Central

Access the CME session from the daily list. Complete the session evaluation. Select credit amount, claim your CME credit, and get your CME certificate. NOTE: Once you select and claim your CME credit, it CAN NOT be changed.

The image displays several screenshots from the AAPA Learning Central website:

- Top Left:** A banner for the "Main Stage Event" titled "From Brain to Body: How Lifestyle Choices Impact Your Brain Health and Overall Wellness" on Sunday, May 21, 4:30 – 6 p.m. with a "GET DETAILS" button.
- Top Right:** A navigation bar with the "aapa2023" logo, dates "May 20 – 24, 2023 » Nashville, TN", and a "BACK TO CME MENU" button.
- Middle Left:** A navigation menu with tabs for "aapa2023", "Welcome", "Saturday, 5/20", "Sunday, 5/21", and "Monday, 5/22". Below are "Small Interactive Sessions (SIS)" and "Workshops (WS)".
- Middle Center:** A date selector for "SATURDAY, May 20, 2023".
- Middle Right:** A "Session Overview" for "Endocrine Incidentalomas: What to Do When You Find One (And You Will!)". It includes a description, learning objectives, and a "CLAIMING CME CREDIT" section with instructions: 1. Complete the session evaluation, 2. Indicate the amount of time that you attended the session, 3. You must select and claim the credit amount before credit is awarded and added to your CME certificate.
- Bottom Left:** A "Session Evaluation" form with a "Claim" button.
- Bottom Center:** A "Get your certificate here" link.

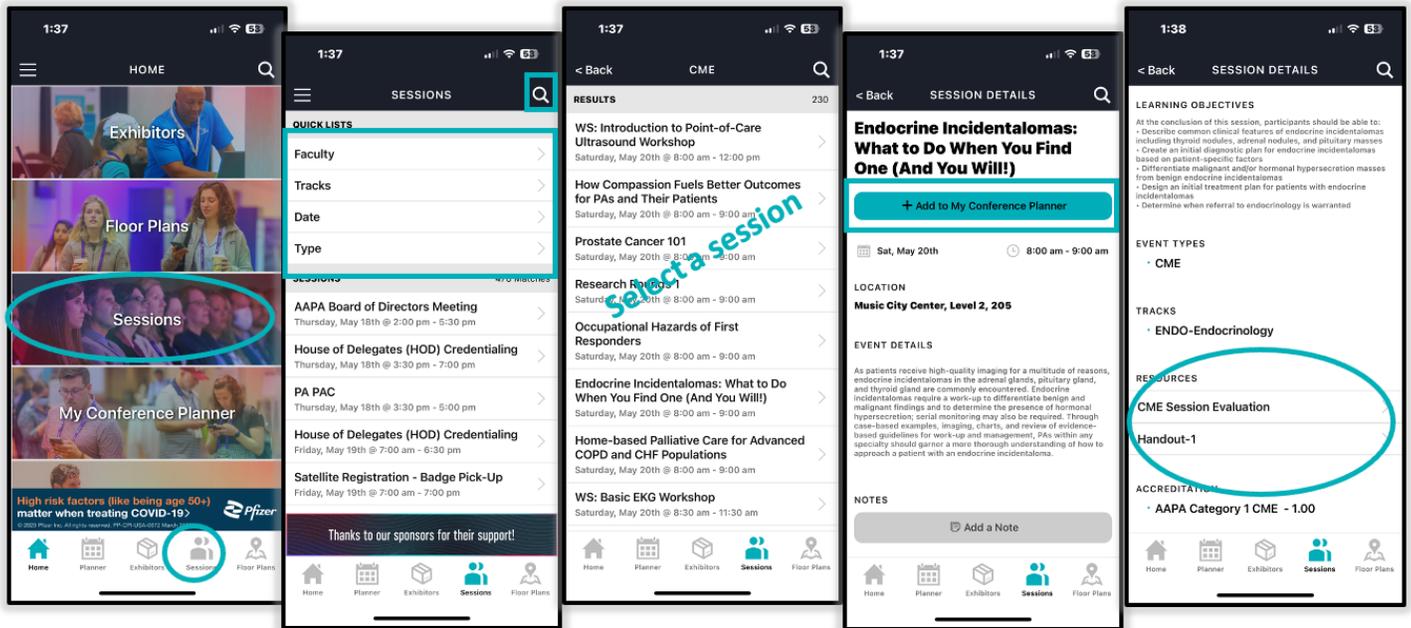
Accessing the CME Session Evaluation in Learning Central via the AAPA App

Log in to the AAPA app using your AAPA credentials to access My Conference Planner, your online tool to manage your education and event schedule at **aapa2023**. Select Sessions to view, add, and search sessions by faculty, tracks, date, and type. Add a session to My Conference Planner by selecting the session and + Add to My Conference Planner. Access the session evaluation and handouts(s) from Resources.

aapa2023

May 20 – 24, 2023 » Nashville, TN

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Submitting AAPA CME Credits to NCCPA via AAPA's PA Portfolio

Log in to paportfolio.aapa.org using your AAPA credentials. Select the CME tab from the top navigation menu. Locate **aapa2023 Annual Conference**, click the + sign to expand the list of completed sessions. Select the credits that you would like to submit to NCCPA. Click the Send Credits button at the bottom of your transcript. First-time users of the NCCPA credit

transfer feature will need to link your PA Portfolio account to your NCCPA account by clicking the refresh button and entering your NCCPA log in information when prompted. The page will refresh and indicate the credits available within your earning window to send to NCCPA. In your NCCPA account select the CME tab, select Confirm CME, verify information is correct, select credit(s), and confirm selection. The process is complete only if you log in to your NCCPA account and **CONFIRM**.

