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Directly submit UpToDate CME  
for MOC with select ABMS boards

A step-by-step guide



Wolters Kluwer



## UpToDate CME for Maintenance of Certification (MOC) and Continuous Certification (CC)



## Additional options

UpToDate® offers a variety of credits to fulfill licensing and MOC/CC requirements for healthcare professionals practicing in the U.S. and globally.

UpToDate makes it easy to submit CME credit for MOC and CC programs of several certifying boards. The following boards accept direct electronic submission of *AMA PRA Category 1 Credit™* earned from use of UpToDate for MOC/CC requirements:

*American Board  
of Anesthesiology*

*American Board  
of Pathology*

*American Board  
of Internal Medicine*

*American Board  
of Pediatrics*

*American Board of  
Otolaryngology  
– Head and Neck Surgery*

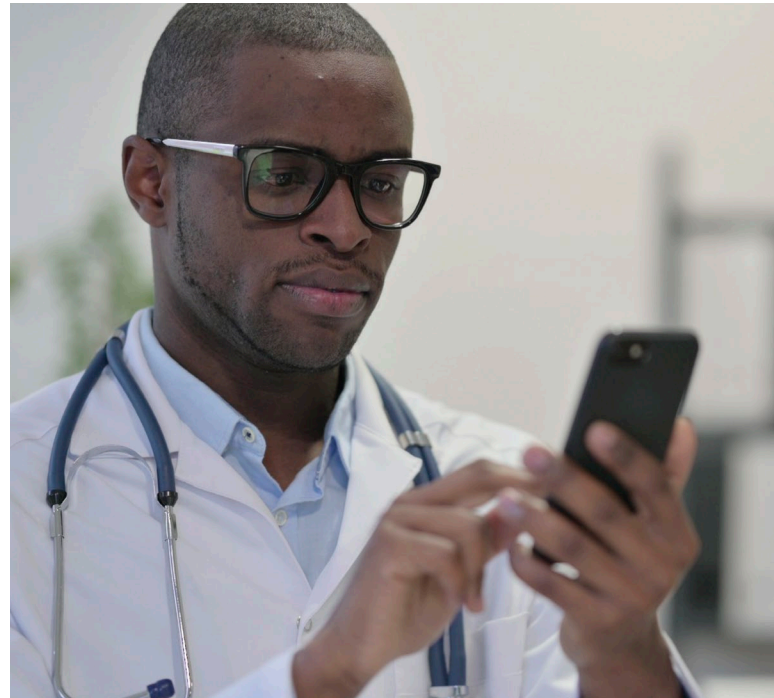
*American Board  
of Surgery*

**Save time.** Earning CME towards MOC/CC requirements becomes part of your workflow.

**No cost.** UpToDate is pleased to offer this feature as part of your UpToDate subscription.

**Easy submission.** Submit credits electronically directly from UpToDate to your certifying board.

**Mobile Redemption:** Redeem your credit right from your mobile devices, including through the UpToDate mobile app, 24 hours a day, 7 days a week. If you're a member of a board participating in direct credit reporting, you'll also be able to submit CME credits towards your MOC/CC requirements right from the palm of your hand.



### Here's how to do this:

- 1 Set your tracking method to *AMA PRA Category 1 Credit™*
- 2 Select your board
- 3 Redeem CME credits
- 4 Monitor your MOC Status and History page for updates

### Certification of submission timing

Check your board's website for your MOC/CC requirements and submission deadlines.

**MOC Settings** can be edited. Be sure your Board ID and birthdate match exactly to your Board record.

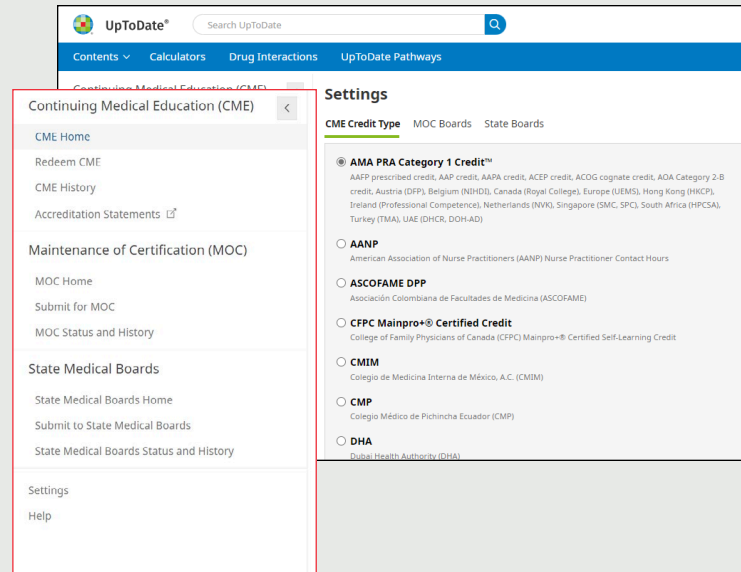
Contact UpToDate Customer Service for assistance in changing the name on your UpToDate account.



# Submit CME credit directly to MOC/CC certifying boards

## 1 CME tracking settings

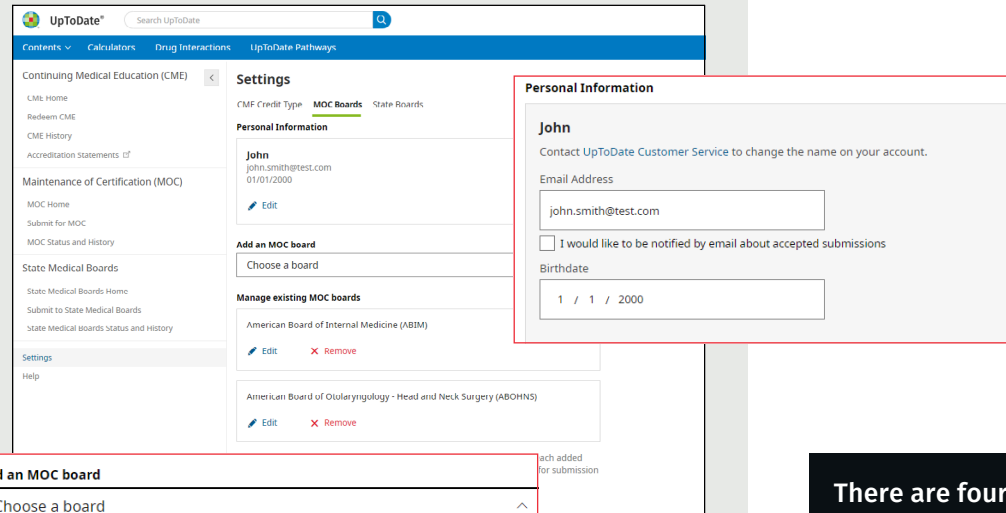
- To confirm the proper settings, log in to UpToDate and click the CME link in the top navigation menu to access the CME dashboard.
- Select *Settings* from the left navigation menu.
- Select *CME Credit Type*.
- Click *Save* at the bottom of the page.



## 2 Add MOC/CC certifying boards

To submit credit directly to your participating MOC/CC board, you will need to add a board to your account.

- From the *Settings* link in the left hand navigation, select *MOC Boards*.
- You will be asked to enter your name and birth date. Click *Continue*.
- Select your board from the drop down menu. Enter the required information as it appears on your Board paperwork (visit the Board website for questions regarding your Board ID) and click the *Save* button.



## 3 Redeem UpToDate credits

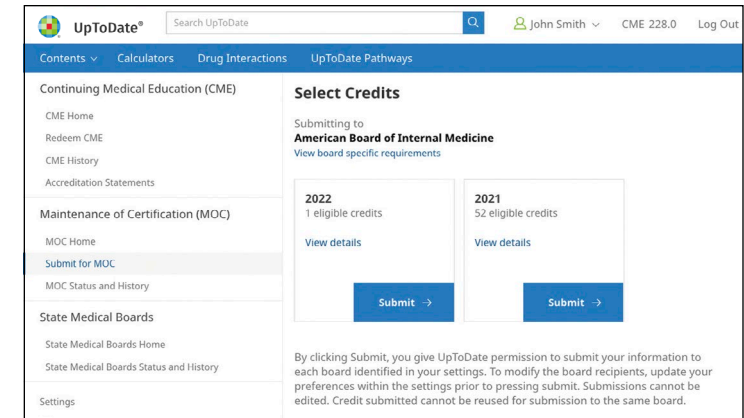
Click the CME link in the top navigation menu. You will see your CME dashboard with the options to redeem CME credit, view your history or seek help.

- **Option A:** Click *Select Credits* to access credit for which you have yet to complete the required reflection. Select the credits for which you wish to redeem, and complete the reflection.
- **Option B:** For credits you've already reflected on, click *Redeem Now*.

## 4 Auto-submit redeemed credits

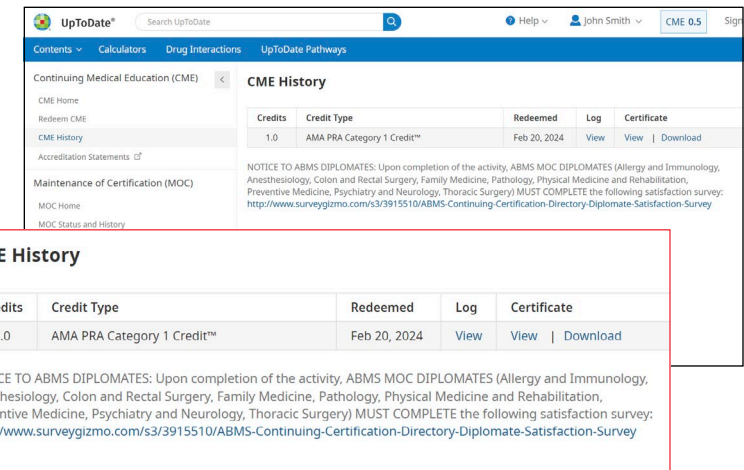
Upon completing the reflection for selected credits, you will be prompted to submit an optional evaluation. (If you have previously completed your reflection, you will be brought directly to the evaluation after clicking *Redeem Now* from the CME dashboard).

Upon submission of your evaluation, your redeemed credits will be automatically and directly submitted to your participating MOC/CC certifying board.



## 5 Review Status and History

- View *MOC Status and History* to see your pending and previous submissions.



**There are four status classifications:**

<b>Pending:</b> As soon as credits are submitted, they will be marked as Pending.	<b>Approved:</b> Your board has accepted your MOC submission and your credit has been approved. It can take up to 48 hours for your board to approve your submission.	<b>Rejected:</b> This is a rejection by your board. You will be notified by email of a rejection. Follow the steps indicated within the rejection message to submit your credits again. This message will provide details on what occurred and how to correct it.	<b>Failed:</b> This status indicates a problem with the transmission and will require that you submit your credits again. You will be notified about submission failure by email.
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# Contact us

## Customer Support

To reach customer support for individual subscribers or users at an institution, please contact:

### Email

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### Phone

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Monday through Friday, 7a.m. – 9p.m. (Eastern time)