

KSHP FALL Symposium 2015

Instructions for Getting Your Continuing Education Statements of Credit

All course evaluations and printing of CE statements of credit will be done with a web-based system. To use the system, you need to set up your CE account unless you have used the Sullivan University College of Pharmacy continuing education site previously. You then need to register for the CE sessions at the conference. This can be done before the conference or afterwards. Here are step-by-step instructions for registering for the continuing education site

Note: If you do choose to set up your CE account before the conference, and wish to bring your laptop, I-Pad, or other similar device, you can complete the course evaluations as you go on Thursday. Instructions for accessing the course evaluations will be available at the conference.

- Step 1 To use the continuing education website, you will need an *e-PID* (electronic Personal ID) number. This is your unique reporting number from the National Association of Boards of Pharmacy's CPE Monitor program. The *e-PID* number and your birth date (month-day) will be needed at ALL continuing education activities from now on. If you don't yet have an *e-PID* number, please go to <http://www.nabp.net/programs/cpe-monitor/cpe-monitor-service/> and do the one-time registration process. Be sure to make note of your *e-PID* number and your password.
- Step 2 Go to the continuing education website: <http://su-pharm.learningexpressce.com/>
- Step 3 If this is your first time on the website, you will need to register in our system. Do this by clicking on the "Create an Account" tab. You will need your e-PID number, your date of birth (MM-DD) and your pharmacist license number to create an account.

The screenshot shows the website's navigation bar with tabs for 'Accreditations', 'My Account', 'About Us', 'FAQs', and 'Contact Us'. A red arrow points to the 'Create an Account' link in the top right corner. Below the navigation bar, there are links for 'Complete Test/Evaluation', 'View/Print CE Credit', 'Pending Programs/ICE', 'My Profile', and 'Change Password'. The main content area features an 'About Us' sidebar on the left and a central 'Upcoming Events!' section. The sidebar includes a photo of the Sullivan University College of Pharmacy building and text describing the Office of Lifelong Professional Development. The 'Upcoming Events!' section lists two events: the Kentucky Society of Health-System Pharmacists 2015 Spring Meeting on May 8, 2015, and Sullivan College of Pharmacy Grand Rounds Presents on May 15th. The Grand Rounds event lists speakers: Matthew Blumm, Shaina Doyen, Wen Liu, and Jon Rosen. Below the events, there are filters for 'Live' and 'Distance' programs, a 'Sort by Topic or Type' dropdown, and a 'Go' button. At the bottom, there are tabs for 'Upcoming' and 'Past' events, and a table with columns for 'CE Programs', 'Date', 'Hours', and 'Flyer'.

To register for the KSHP Fall Symposium, click on My Account to go to the Programs and Pending CE screen. Note: at this stage, you WILL NOT see anything about the KSHP Fall Symposium. Then click on "To access a private program, click here" tab. To register for the CE portion of the KSHP Fall Symposium, enter **4235** in the space, and then click Register. Note: only pharmacists who have already paid their conference registration fees through KSHP are eligible to obtain CE credit for the conference.

Welcome to Sullivan University College of Pharmacy
Office of Lifelong Professional Development

Accreditations My Account About Us FAQs Contact Us

Welcome Tina Frederick | My Profile | Logout

Complete Test/Evaluation View/Print CE Credit Pending Programs/CE My Profile Change Password

CE Programs and Pending CE

All home study ce programs you have selected and live ce programs you have registered for are listed below. To access course material (if available) or complete a test/evaluation, click the link under ce programs title.

Live Distance

| CE Programs | Release Date | Expiration Date | Hours |
|-------------------|--------------|-----------------|-------|
| No Records Found. | | | |

To access a private program, enter the registration code here: **Register**

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Step 4 You will now see a screen that looks similar to the one below. This registration screen has a listing of the various sessions included in the conference. Click on the green Register Now button to set up your continuing education file for the KSHP Conference.

CE Hours
10.50

CE Units
1.050

Registration closes on Oct 17, 2014

Target Audience(s)
Pharmacists

Accreditation(s)
The Sullivan University College of Pharmacy is accredited by the Accreditation Council for Pharmacy Education as a provider of continuing pharmacy education.

Day 1 - Thu, Sep 04, 2014

- Atrial Fibrillation
- Biosimilars: Exploring a New Frontier in Medicine
- Lung Cancer Screening
- Dealing with Depression in Pregnancy
- Sick Day Management: Balancing the Fear of Hypoglycemia with the Benefits of Tighter Glucose Control
- Pharmacy Education Update: CAPE Outcomes 2013

Day 2 - Fri, Sep 05, 2014

- New Developments in Oncology Bone Health
- How to Protect Personnel and the Environment from Hazardous Drugs
- TBA
- Quality, Surveys, and Metrics: Oh My!

Register Now

Step 5 After you have attended the conference, you will need to complete course evaluations for each session. The course evaluations will ask you to evaluate the speaker, whether the session met your needs, whether learning objectives were met, and will ask you to enter a short summary (a sentence or two, at most) about what you learned at the session and how it applies to your clinical practice. **You will also need a private code number for each individual session. Those numbers will be provided at the end of each presentation. Be sure you make note of those numbers.** Instructions on how to access the course evaluations will be provided at the conference.

If you have any questions about how to access the CE software, either before or after the conference, please contact Tina Frederick at the continuing education office. Her e-mail address is TLFrederick@sullivan.edu and her phone # is 502-413-8975.