

# Instructions for Completing Course Evaluations and Printing CE Statements of Credit

**Step 1** Go to <https://su-pharm.learningexpressce.com/index.cfm> and login using the information you used to create your account on the CE website. You may also use the QR code to the right to access the site.



**Step 2** Click on My Account and then choose Programs and Pending CE.

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

Accreditations My Account About Us FAQs Contact Us

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.

CE Programs	Release Date	Expiration Date	Hours
No Records Found.			

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

Sullivan University College of Pharmacy, 2100 Gardiner Lane, West Campus Louisville KY 40205 | Phone: 502-413-8956, Fax: 502-515-4669

502.413.8975 | [tfrederick@sullivan.edu](mailto:tfrederick@sullivan.edu) | © 2011

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**Step 3** Assuming that you registered for the KSHP conference earlier, you should now be able to choose the KSHP Fall 2015 Meeting. Click on the complete evaluation under the course title. Click on the plus sign (+) for each program attended. Click on the green Complete Evaluation button. This will take you to the course evaluation.

Day 1 - Thu, Sep 04, 2014

- + Atrial Fibrillation
- Biosimilars: Exploring a New Frontier in Medicine

**Objectives**

1. Discuss the development and approval process for biosimilar products.
2. Analyze the impact of formulation and structural difference among biosimilars.
3. Explain the role of pharmacovigilance in ensuring safe and effective use of biosimilars.
4. Assess the future impact of biosimilars on patient care and health care systems.

**Speaker(s)/Author(s)**

Daniel R. Malcom, PharmD, BCPS  
Assistant Professor, Sullivan University College of Pharmacy

**Activity Number**  
0617-9999-14-043-L01-P  
Date: 09/04/14  
Time: 09:15 AM - 10:15 AM

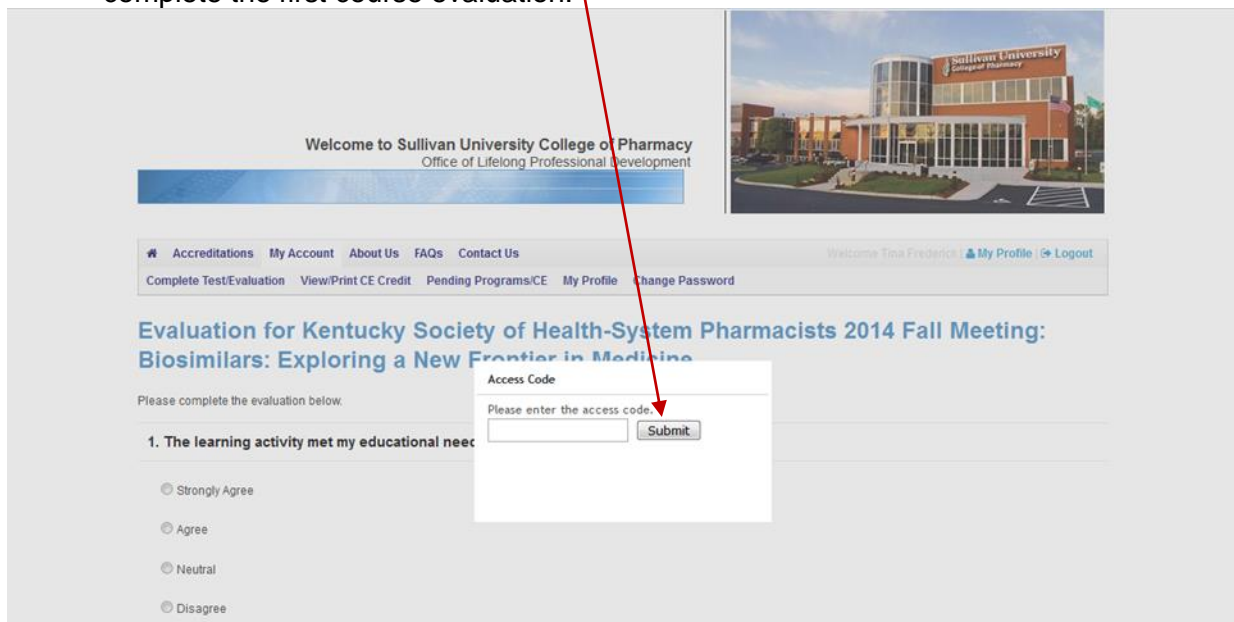
**CE Hours**  
1.00

**Location**  
Louisville Marriott East

[Close](#)

+ Lung Cancer Screening

**Step 4** The next screen will ask for the Access Code that you were given at the end of each presentation. After entering the code, you will be taken to the screen where you can complete the first course evaluation.



**Step 5** To complete the evaluation, you will need to re-enter the private access code for the presentation and answer several questions including providing a short summary of what you learned in that session – a sentence or two is plenty for that field.

You will be asked to comment on whether or not you achieved each of the learning objectives. Each objective is listed separately to make this easier to complete the survey.

There is a box asking for comments and one requesting suggestions for future topics. If you have no comments or suggestions, just enter "none" or "N/A" – this is a required field, so you just need to enter something.

Each evaluation will take only a minute or two to complete. When you have answered the questions, just click the submit button. This will take you to a screen where you can print your CE statement of credit. **Hint:** if you prefer to print one CE statement of credit with all the courses listed on it, that will be an option when you have completed all the course evaluations.

If you need to reprint your CE statements of credit at any time in the future, you may do that by logging into the CE website and going to My Account and choosing Completed Programs

If you have any questions about how to complete the course evaluations, print your CE statements of credit, or have trouble logging into the site, please contact the Sullivan University College of Pharmacy – Office of Lifelong Professional Development.

**Barbara Jolly, Director**

[BLJolly@sullivan.edu](mailto:BLJolly@sullivan.edu)

Office: 502-413-8956

**Tina Frederick, Office Administrator**

[TLFrederick@sullivan.edu](mailto:TLFrederick@sullivan.edu)

Office: 502-413-8975