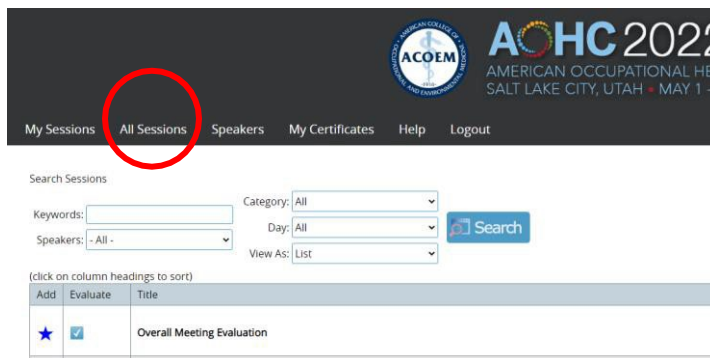


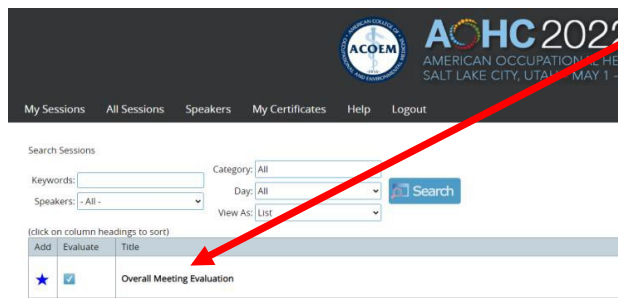


Claiming CME Credits for Live AOHC 2022

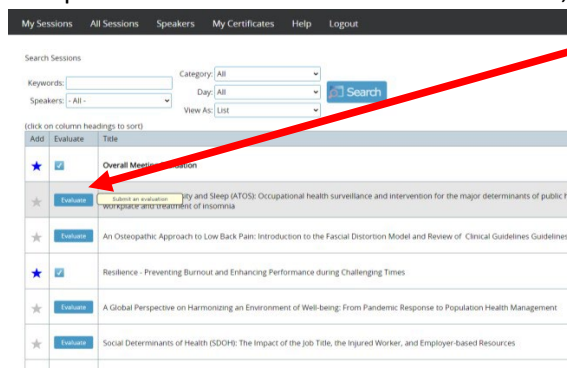
1. Go to <https://ACOEM.planion.com/Z?162346M03>
2. Your Username and Password (U/P) are the same as the U/P associated with your Swap Card account.
3. Click on **All Sessions**.



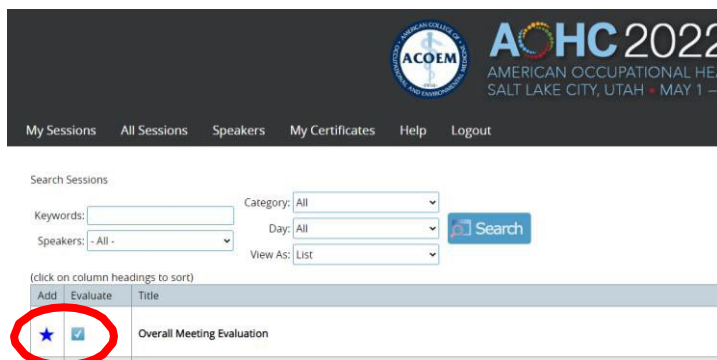
4. To claim the credit, you must complete the evaluation for the session(s) and click on the star next to the session(s) you attended – this will turn the star blue and add it to the **My Sessions** tab.
 - You cannot claim credit for two sessions that took place at the same time.
5. You must also complete the **Overall Meeting Evaluation** to print your certificate.



6. To complete an evaluation for a session attended, click on Evaluate



- Once an evaluation has been completed, there will be a check mark indicating it has been done, the blue star shows that it has been added to the **My Sessions** tab. If the star does not turn blue once you have completed the evaluation, you can click on the star to add it to your list.



- On occasion, there are some sessions that will not list the CME Credit. You can view this under the My Sessions tab. Hover over the box and click on the number of credits you are claiming.

Total CME credit claimed: 1.5 out of a maximum of 28.75

Evaluate	CME	Title	Type
Overall Evaluation	n/a	Overall Meeting Evaluation	Overall
<input checked="" type="checkbox"/>	1.5	Alcohol, Tobacco, Obesity and Sleep (ATOS): Occupational health surveillance and intervention for the major determinants of public health at workplace and treatment of insomnia	Concurrent Session
<input checked="" type="checkbox"/>	hover for credits	An Osteopathic Approach to Low Back Pain: Introduction to the Fascial Distortion Model and Review of Clinical Guidelines	Concurrent Session

- Completed evaluations and total CME claimed will be visible under the My Sessions tab.

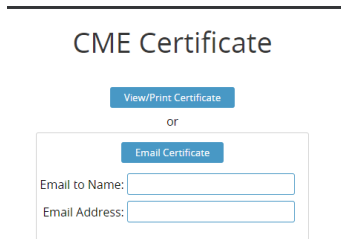
Total CME credit claimed: 4 out of a maximum of 28.75

Evaluate	CME	Title
<input checked="" type="checkbox"/>	n/a	Overall Meeting Evaluation
<input checked="" type="checkbox"/>	1.5	Resilience - Preventing Burnout and Enhancing Performance during Challenging Times
<input checked="" type="checkbox"/>	1	Which Health and Safety Award is Right for Your Organization? The Value in Applying for ACOEM's Excellence in Corporate Health Achievement Award
<input checked="" type="checkbox"/>	1.5	COVID-19 isn't the only virus. What's next on the pandemic list and how can I be prepared?

10. To access certificates and transcripts, click on the My Certificates tab.



11. For the CME Certificate, you can view/print it or email it to yourself. Ensure that your name and proper email address are visible.



12. For the Transcript, you can view/print it or email it to yourself. Ensure that your name and proper email address are visible.

