

# How to claim CE credit

## How to verify your attendance to claim CE credit at the Summit

### How does this work?

- A unique session code will be announced at the end of each session.
- You can verify your attendance and claim CE credit by texting the session code or by scanning the QR code to access the online form and enter the code.
- When your attendance is verified, you will receive a confirmation message with a link to access the evaluation. You can also access the evaluation through the [Pending Activities Tab](#) in your Vizient CE Portal learner account.
- It is required that you complete an evaluation for each session you attend as well as the overall Summit evaluation before the 12/09/2024 expiration date.
- Upon completion of the evaluation, the system will display the type of CE credit associated with your specific discipline (Nursing, Pharmacy, Physician) or specialty certification (ACHE, CPHQ), along with a link to download your certificate.

### Getting started: updating your Vizient CE Portal learner account

You must have an active Vizient CE Portal learner account with a confirmed mobile number to verify your attendance and claim CE credit. We strongly recommend you update your learner account and add your mobile phone number before attending the Summit.

#### To update your learner account

- Visit <https://continuingeducation.vizientinc.com/my/edit/profile>
- Please log in using your Vizient login credentials. If you do not have a Vizient login, please contact [Vizient Support](#).
- Be sure to complete all required profile fields (marked with an asterisk).

#### Clinical discipline

- If you are a clinical healthcare professional, please select the appropriate clinical discipline to receive the appropriate type of CE credit.
- If your discipline is not listed in the dropdown list, please select “Other”.

#### Examples

- Nurse - a registered nurse would choose “Nurse” as their discipline type. If that nurse is also a Certified Healthcare Quality Professional, they would enter this information in the “specialty profile section”.

Pharmacist - a pharmacist would select "Pharmacist" as their discipline type. If that pharmacist also holds the FACHE credential, they would enter this information in the "specialty profile section".

- Depending on your discipline, you may need to provide additional information such as your license number or date of birth.
- Click the "Save" button when complete.

#### **To add and confirm your mobile number**

- Select the "Mobile" tab.
- Enter your 10-digit mobile phone number (without dashes, parentheses, or spaces).
- Select the "Confirm Number" button.
- You will receive a confirmation code via text message.
- Enter the confirmation code on the "Mobile" tab of your learner account.
- Select the "Confirm Number" button.

#### **Questions/Assistance**

##### **CE credit**

Contact Vizient CE at [continuingeducation@vizientinc.com](mailto:continuingeducation@vizientinc.com) if you have questions or need assistance with the CE credit claim process.

##### **Login issues**

For assistance with login issues, please contact Vizient Support:

**Web:** Go to: <https://login.alliancewebs.net/> and select "Need Help Signing In"

**Email:** [VizientSupport@Vizientinc.com](mailto:VizientSupport@Vizientinc.com)

**Phone:** (800) 842-5146