**CME Credits** ***For Regularly Scheduled Meetings***

***(grand rounds, tumor boards, case conferences, etc.)***

There are currently 2 ways to claim CME credits for attending Beaumont regularly scheduled meetings such as grand rounds, tumor boards, case conferences, journal clubs, etc.

1. **Text message\* –** Text the meeting’s assigned unique code to **313-329-7050**. [Click here for a list of CME codes](https://meded.beaumont.edu/cme-mycmecredit) (or go to <https://meded.beaumont.edu/cme-mycmecredit>). Credits claimed using texting will be instantly recorded in your account and immediately available on your CME transcript if successful.

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|  | Add the CME credit phone number (313-329-7050) as a contact in your mobile phone labeled “CME Credit”. In the notes section of the contact, add the text codes for all meetings you attend regularly. |

1. **Online** at [http://meded.beaumont.edu/cme-mycmecredit](http://meded.beaumont.edu/cme-mycmecredit/). Credits claimed using the online method will be added to records on a quarterly basis.

***\*Texting Credits***

**First Time Texting? Y**ou must first pair your mobile number to your account. To do so, either text the email address used for your CME portal account to **313-329-7050** or go online to <https://beaumont.cloud-cme.com> and click ‘**Sign In**’, enter your login information, and then click the yellow ‘**My CME**’ button. Click ‘**Profile**’ and add your mobile number where indicated.

**Timing: Credits** must be texted during the approved window, which is 15 minutes prior to the meeting start time, during the meeting and up to 60 minutes after the meeting ends. For example, if your meeting is from 7 to 8 a.m., you can text your credits any time from 6:45 a.m. to 9:00 a.m. If you send the text outside of this approved window of time, your credits will not be recorded.

**Who?** The individual who wishes to receive the credits must text the code from their mobile device as accounts are linked to the individual’s mobile phone number.

**Common Text Messages Received:**

*User not found in system, text your email to update your cell phone number in the system:* This message indicates that the user does not have an existing account, the user has not yet paired their phone to their account, or the email address used to pair the phone is not the email address listed in the individual’s CME portal account. If you received this message after texting your email address, verify that it was typed correctly and if so, try texting a different email.

*There was an error processing your attendance, we apologize for any inconvenience:* This message indicates that you have texted a code for a meeting that is not scheduled to be held on the date the message was sent.

*Thank you [your name], your phone number has been updated to: [your mobile number]:* you can now successfully use text messaging to record credits for Beaumont CME events. Please text the CME code provided to you at the CME event to officially record your credits.

*Thank you [your name], we have recorded your attendance for [activity name]*: your meeting attendance has been recorded.

*Sorry [your name], your attendance for [activity name] could not be recorded – you can only record 60 minutes prior to, during or 60 minutes after the activity has completed:* This message is received if you text the CME code too early or too late. Texts can only be received by the system during the allowed time period which is 60 minutes before, any time during, and up to 60 minutes after the meeting.

*Sorry, that activity ID does not exist:* This message is received if an incorrect CME code is entered. Contact CME for assistance.

*[entered code] is not an activity ID or activity code for an activity in the CloudCME system. Please find the activity ID or code for the activity you are trying to register for and try again using only the ID or code:* This message is received if additional text is included with the code. For example, if the activity code is 803, but the text is entered as 803\*. Note, only the provided numerical code should be listed in the text message. Do not include other words, symbols, etc. when texting the code.