

Instructions for attending the webinar and claiming CME

To claim continuing medical education credits for this webinar, please follow the instructions below.

Failure to sign-in correctly, listening on phone only, and failure to complete the post-evaluation will result in forfeit of credit.

Please test your browser ahead of time to ensure the ability to attend. If the webinar address is blocked by your agency, please work with the IT department.

If there are questions, please contact Kerry Chamberlain: chamberlaink2@michigan.gov

1. Go to <http://breeze.mdch.train.org/mdhhsme>.
2. Login as a guest.
 - a. **Please list your first and last name. Incomplete names or pseudonyms are not accepted.**
 - i. If there are two people attending at the same location, please list both names. For example: John and Jane Smith or John Smith and Jane Doe
 - ii. If there are more than two people attending at the same location, list the organization name to sign in to the webinar. Send a list of people who attended to Kerry Chamberlain chamberlaink2@michigan.gov

ADOBE® CONNECT™

MDHHS Chief Medical Executive Connect Meeting Room

Enter as a Guest

Name

Enter with your login and password
(Required for hosts, recommended for registered users)

first and last name

3. Click “Enter Room”
4. Either listen on computer speakers or dial in to the conference call line (877-336-1829 access code: 7063786)
 - a. If you dial in to the conference call line, please mute your phone and turn down your computer speakers.
5. Attend the webinar in its entirety.
6. Complete the evaluation following the webinar. The SurveyMonkey address will be given at the end.
 - a. Each person attending must complete the evaluation by **October 3, 2018**.
7. Certificates will be sent by e-mail to attendees who have completed all of the requirements.