



## CREATE AN ACCOUNT

Open Ethos and click **“Register”** on the top right or go to <https://ghscme.ethosce.com/user/register>

- Enter the required information.
- Use your Prisma Health email address, if possible.
- To collect MOC credit, include your specialty board information.
- Add your mobile number if you want to utilize the text-in code feature. Click **“Confirm Number.”** A text will be sent to your phone containing a 4-digit code. Type that code in the appropriate field in Ethos to confirm your mobile number.

Once you have finished adding your information, click the **“Save”** button at the bottom of the **“My Account”** page. A confirmation email will be sent to the email address you provided. Your username will be included, so you may want to save this email for future reference.

## CME LEARNING PORTAL

## CLAIM CME CREDIT

At each regularly scheduled activity, you will receive a six-letter text-in code. Text this code (not case sensitive) to **864-362-3332**. You should receive an immediate response confirming your attendance.

If you did not add and verify your mobile number when you created your Ethos profile, you will need to complete those steps **BEFORE** you submit the text-in code.

- Go to **“My Account” / “Edit” / “Mobile”** and add your number to the **“Phone Number”** field.
- Click the **“Confirm Number”** button. A message will be sent to this number containing a confirmation code. Type this code in the appropriate field and click **“Confirm Number.”**
- Once your number is confirmed, the text-in code feature should be available.

## CME CERTIFICATES & TRANSCRIPTS

Go to **“My Account”** and choose **“Transcripts & Certificates”** in the drop-down box. Choose **“Course Credits” / “Enrolled Activities”** and/or **“External Credits”** to view your CME activities.

**REMEMBER: You have 32 days to attest / text in to claim credit.**

ACCESS THE CME LEARNING PORTAL: <https://ghscme.ethosce.com/>

CONTACT THE CME OFFICE IF YOU HAVE QUESTIONS: [cme.upstate@prismahealth.org](mailto:cme.upstate@prismahealth.org)