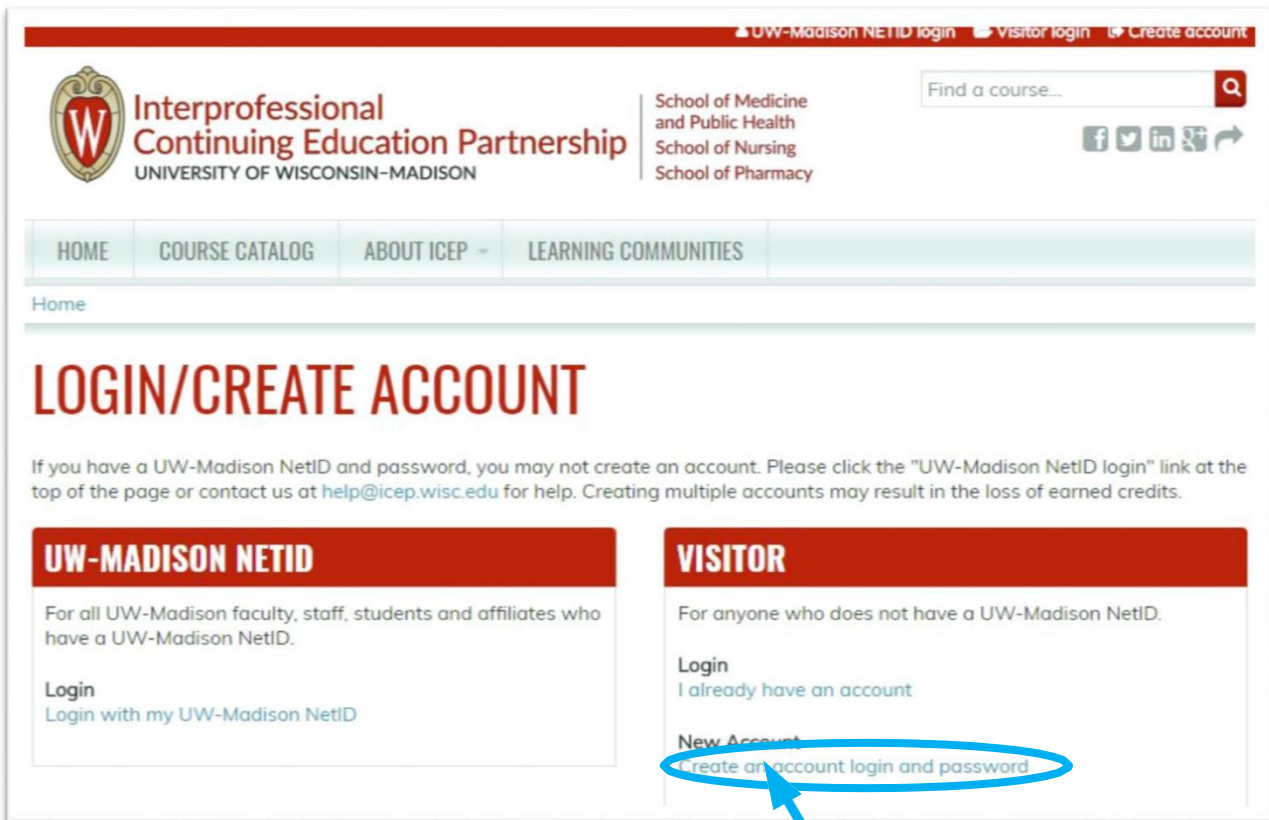


## Create a Guest/Visitor Account in UW-Madison ICEP CE Learning Portal

1. Go to <https://ce.icep.wisc.edu>
2. Select "Create Account"



3. Under VISITOR -> New Account, select "Create an account login and password."



4. Complete the fields. Fields with an \* are required.

5. Special note for the **CREDIT ELIGIBILITY** field:

Select only the credit(s) for which you are eligible.

6. Special note for the **SPECIALTY BOARDS** field:

If you are a member of a specialty board, you **MUST** add your board and board ID in order to receive applicable credit.

- a. If you are a **Pharmacist**, select “National Association of Boards of Pharmacy” and in the **Unique Board ID Number** field, add your <NABP e-Profile ID>.
- b. If you are a **Physician**, select your specialty board if applicable, and enter in your <Board ID>. Use the **ADD ANOTHER** button to add another board.

**USER ACCOUNT**

CREATE A VISITOR ACCOUNT    REQUEST NEW PASSWORD    VISITOR LOGIN

⚠️ If you have a UW-Madison NetID and password, you may not create an account. Please click the "UW-Madison NetID login" link at the top of the page or contact us at [help@icep.wisc.edu](mailto:help@icep.wisc.edu) for help. Creating multiple accounts may result in the loss of earned credits.

**USERNAME \***  
Spaces are allowed; punctuation is not allowed except for periods, hyphens, apostrophes, and underscores.

**E-MAIL ADDRESS \***  
A valid e-mail address. All e-mails from the system will be sent to this address. The e-mail address is not made public and will only be used if you wish to receive a new password or wish to receive certain news or notifications by e-mail.

**PREFIX**  
- None -

**FIRST NAME \***

Alum  
None

**CAPTCHA**  
This question is for testing whether or not you are a human visitor and to prevent automated spam submissions.

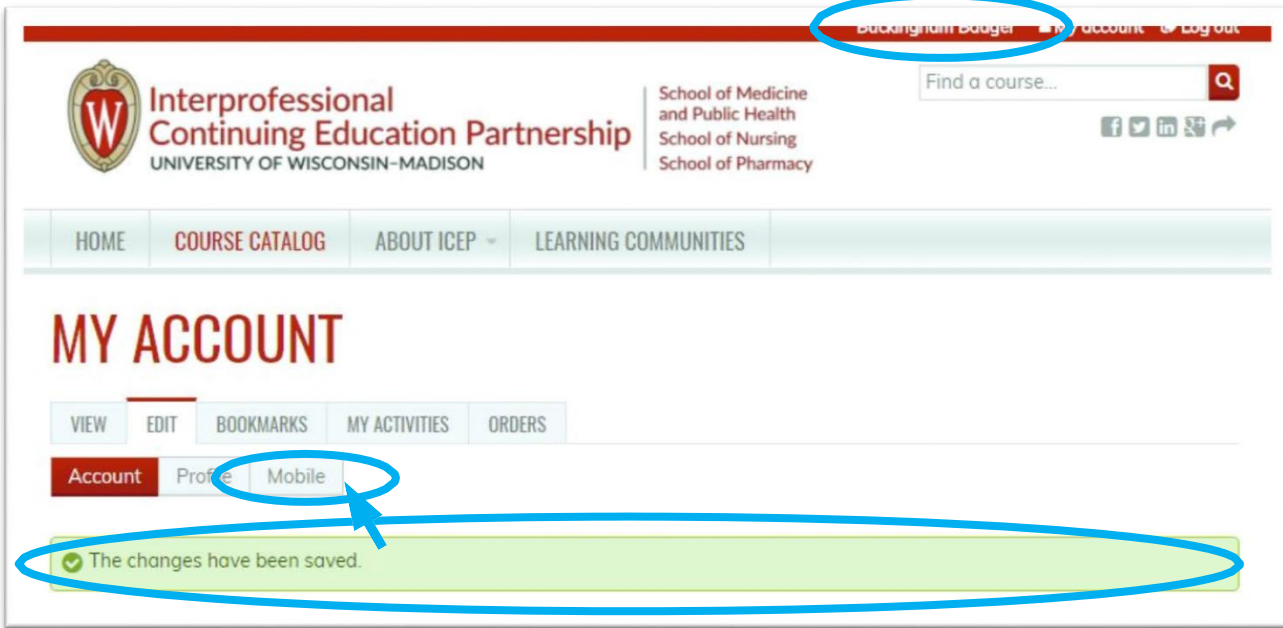
I'm not a robot

reCAPTCHA  
Privacy - Terms

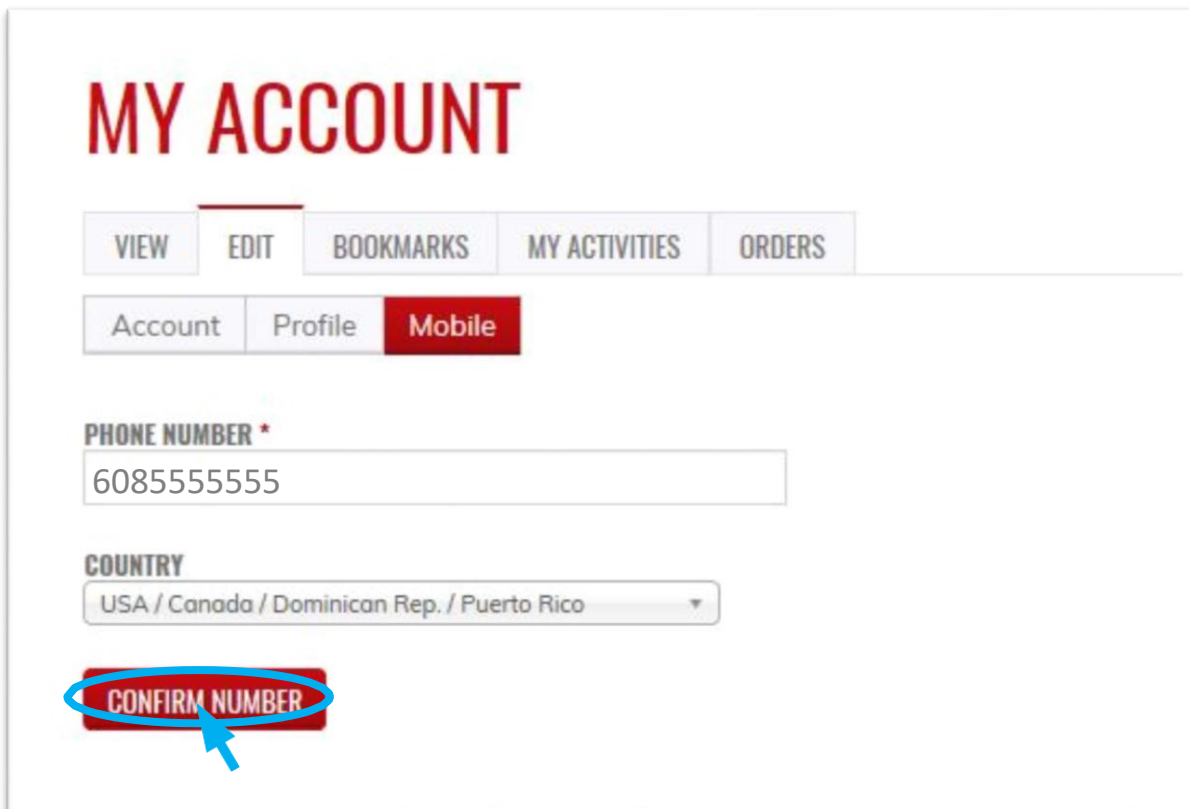
**CREATE NEW ACCOUNT**

7. When you are done, click the “CREATE NEW ACCOUNT” button.

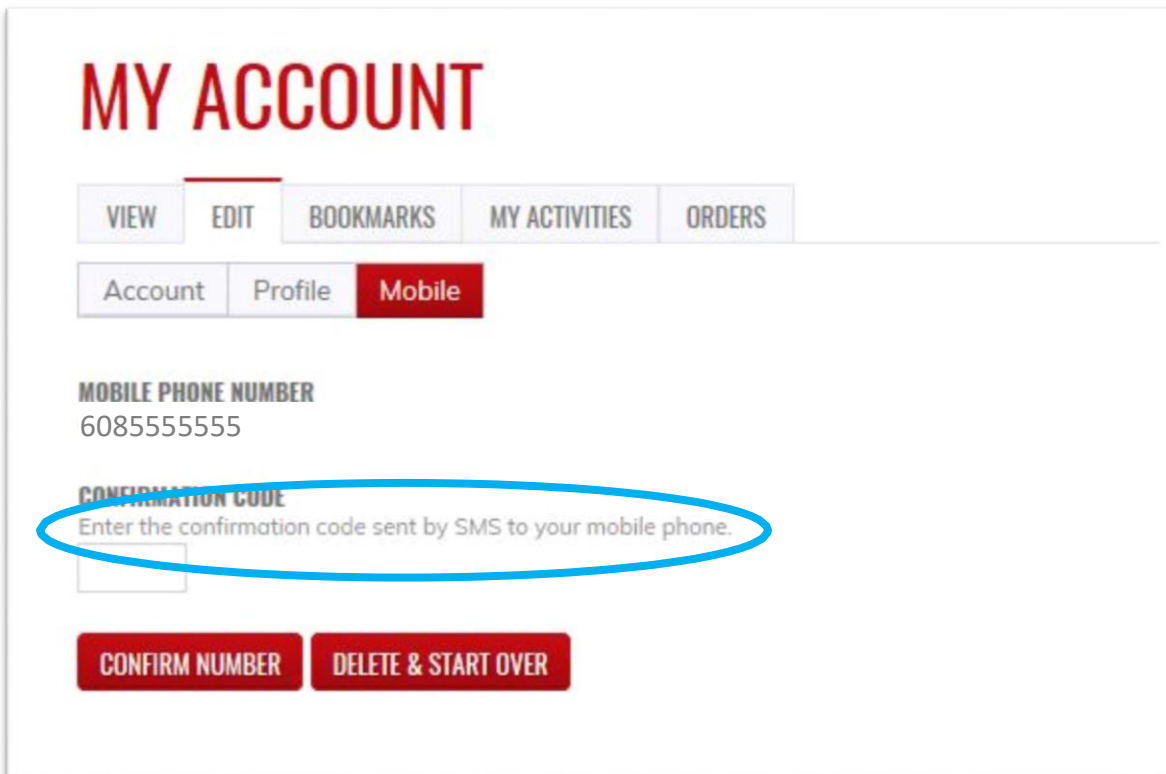
8. You will be brought back to the **Home** page. A message will appear indicating your changes have been saved, and you are logged in. You may now use your <username> and <password> to log into the system in the future.



9. Select the **Mobile** tab, (mobile phone must be registered to receive CME credit).  
10. Enter your ten-digit mobile phone number, with NO parentheses or dashes. Below is an example.  
11. Select "Country" from the dropdown.  
12. Select "CONFIRM NUMBER."



13. The page will change and indicate that a code has been sent to your mobile phone.

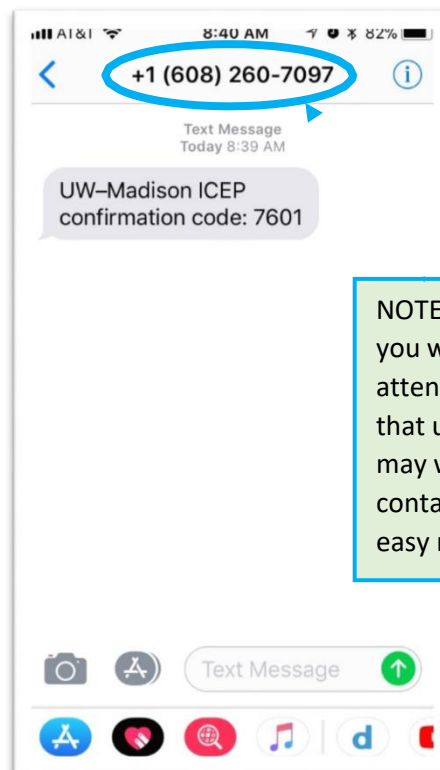


14. Using **your mobile phone**, go to the messaging app that manages your phone's text messaging.

15. Find the message sent from UW-Madison ICEP. Below are examples from an iPhone, with a code of 7601.



Push Notification on Lock Screen



From within Message App

NOTE: This is the number you will text your attendance to for an event that uses this feature. You may want to add this as a contact in your phone for easy reference.

16. On the **Mobile** screen, *enter* your unique <four-digit code> CONFIRMATIONCODE.

17. *Select* "CONFIRM NUMBER"

The screenshot shows the 'MY ACCOUNT' mobile interface. At the top, there are navigation tabs: VIEW, EDIT, BOOKMARKS, MY ACTIVITIES, and ORDERS. Below these are sub-tabs: Account, Profile, and Mobile (which is highlighted in red). The 'MOBILE PHONE NUMBER' is listed as 6085555555. Underneath, the 'CONFIRMATION CODE' section prompts the user to 'Enter the confirmation code sent by SMS to your mobile phone.' A text input field contains the code '7601', which is circled in blue. Below the input field are two red buttons: 'CONFIRM NUMBER' (circled in blue with a blue arrow pointing to it) and 'DELETE & START OVER'.

18. If you wish to disable messages from this system between certain hours, you can do so now.

19. *Select* "SAVE."


The screenshot shows the 'MY ACCOUNT' mobile interface, specifically the 'SLEEP TIME' settings. The navigation tabs and sub-tabs are the same as in the previous screenshot. The 'YOUR MOBILE PHONE NUMBER' is confirmed as 6085555555. A red button 'DELETE & START OVER' is visible. The 'SLEEP TIME' section has a red header with a triangle icon. Below it is a checkbox labeled 'Disable messages between these hours' with the subtext 'If enabled, you will not receive messages between the specified hours.' Two time selection dropdown menus are shown, both currently set to '12 AM'. At the bottom left, a red 'SAVE' button is circled in blue with a blue arrow pointing to it.

20. A message will appear indicating that your changes have been saved. You are now set up to send in your attendance via text messaging. Events that use this feature will provide instruction.

# MY ACCOUNT

VIEW EDIT BOOKMARKS MY ACTIVITIES ORDERS

Account Profile **Mobile**

 The changes have been saved.

**YOUR MOBILE PHONE NUMBER**  
Your mobile phone number has been confirmed.  
6085555555

**DELETE & START OVER**

**SLEEP TIME** ▲

Disable messages between these hours  
If enabled, you will not receive messages between the specified hours.


12 AM ▼

12 AM ▼


**SAVE**

21. Select the **HOME**, **COURSE CATALOG**, **RSS CATALOG**, **MOC**, and **LEARNING COMMUNITIES** tabs to explore our online and live course offerings.

Buckingham Badger My account Log out

 **Interprofessional Continuing Education Partnership**  
UNIVERSITY OF WISCONSIN-MADISON

School of Medicine and Public Health  
School of Nursing  
School of Pharmacy

Find a course... 

HOME **COURSE CATALOG** ABOUT ICEP LEARNING COMMUNITIES

Home

## COURSES

**LIVE EVENT START DATE BETWEEN**  
START DATE  
E.g., 09/26/2017

**END DATE**  
E.g., 09/26/2017

**CREDIT TYPE**  
- Any - ▼

**COURSE FORMAT**  
- Any - ▼

**SPECIALTY**  
Choose some options

**TARGET AUDIENCE**  
Choose some options

**APPLY**

Course name	Credits available	Course format	Live event start date	Cost
Tobacco Use and Dependence: An Updated Review of Treatments	1.00 AMA PRA Category 1 Credit™ 1.00 ANCC Contact Hours 1.00 University of Wisconsin-Madison Continuing Education Hours	Self-study / Enduring		\$0.00
Paternal Opioid Prescribing: New Wisconsin Medical	2.00 AMA PRA Category 1 Credit™ 2.00 ACPE Credits 2.00 ANCC Contact Hours 2.00 ABA MOCA 2.0® Part 2 Points 2.00 ABP MOC Part 2 Points	Self-study /		

## After Session Instructions

1. You will receive an e-mail after the session to complete an evaluation for the session. If you did not register your mobile phone and text the code to ICEP you will not be able to complete the evaluation.
2. Log into your account at: <https://ce.icep.wisc.edu>
3. Go to the session home page.

### COLLABORATIVE GENOMICS CONFERENCE (2018-20)

#### FEATURES

[Home](#)  
[Sessions](#)

#### RSS COORDINATOR(S):

- Kimberly ANDERSON
- Lori Halverson
- REVA FINKELMAN

#### SERIES DATE:

Sunday, July 1, 2018 - 12:00am to Tuesday, June 30, 2020 - 11:59pm

#### SERIES OVERVIEW

The Collaborative Genomics Conference is a monthly online case conference that provides laboratories across the country the opportunity to share unique and/or novel cases/case series with the aim of updating overall genetic knowledge, enhancing communication of genetic information across disciplines, and improving clinical laboratory practices for improved patient care.

#### TARGET AUDIENCE

PHD, MD, RN, Genetic counselors. Healthcare professionals who generate or use genomic/genetic data in their practice.

#### PLANNING COMMITTEE

Kimberly Anderson, M.S. CGC, Chair

Vanessa Horner, PhD, FACMG

Kaitlin Lenhart, PhD

Lori Halverson, Coordinator

Fen Guo, Ph.D

Daniel Kurtycz, MD

4. Click on sessions and find the session you attended.

### SESSIONS

#### FEATURES

[Home](#)  
[Sessions](#)

Session	Date
<a href="#">CGC Case Conference May 12, 2020</a>	05/12/2020 - 1:00pm to 2:00pm
<a href="#">Collaborative Genomics Conference - Planning Committee Disclosure Session.</a>	06/30/2020 - 1:00pm to 2:00pm

◀ 1 2 3

5. Click on "Begin".

## CGC CASE CONFERENCE MAY 12, 2020

VIEW EDIT ENROLLMENTS FACULTY WORKFLOW COURSE OUTLINE COURSE REPORTS REVISIONS REPEAT THIS SESSION

**FEATURES**  
Home  
Sessions

**ADD CONTENT**  
Session

**ADMIN**  
Members  
Workflow  
Group dashboard  
Group report

**You must submit your bio in order to be listed as a faculty or speaker.**

Collaborative Genomics Case Conference

**SMS CODE**  
DUTSES

**SESSION DATE:**  
Tuesday, May 12, 2020 - 1:00pm to 2:00pm

**LOCATION:**  
Wisconsin State Lab of Hygiene  
465 Henry Mall  
2nd Floor Conference Room  
Madison, WI, WI 53706  
United States  
See map: [Google Maps](#)

**PRESENTER(S):**  
Brynn Levy, MSc (Med), PhD, FACMG  
Rashmi Kanagal-Shamanna, MD

1.00 University of Wisconsin-Madison Continuing Education Hours

**BEGIN**

Discussion of

6. Click on the “Evaluation” from the progress bar to the left, (image 4).

## CGC CASE CONFERENCE MAY 12, 2020

### EVALUATION

VIEW EDIT WEBFORM RESULTS [← RETURN TO COURSE HOME](#)

**COURSE PROGRESS**

- ATTENDANCE
- EVALUATION** OPTIONAL REVIEW
- CREDIT
- COMPLETE

**EVALUATION**

Start ————— COMPETENCE ————— FINAL ————— Complete

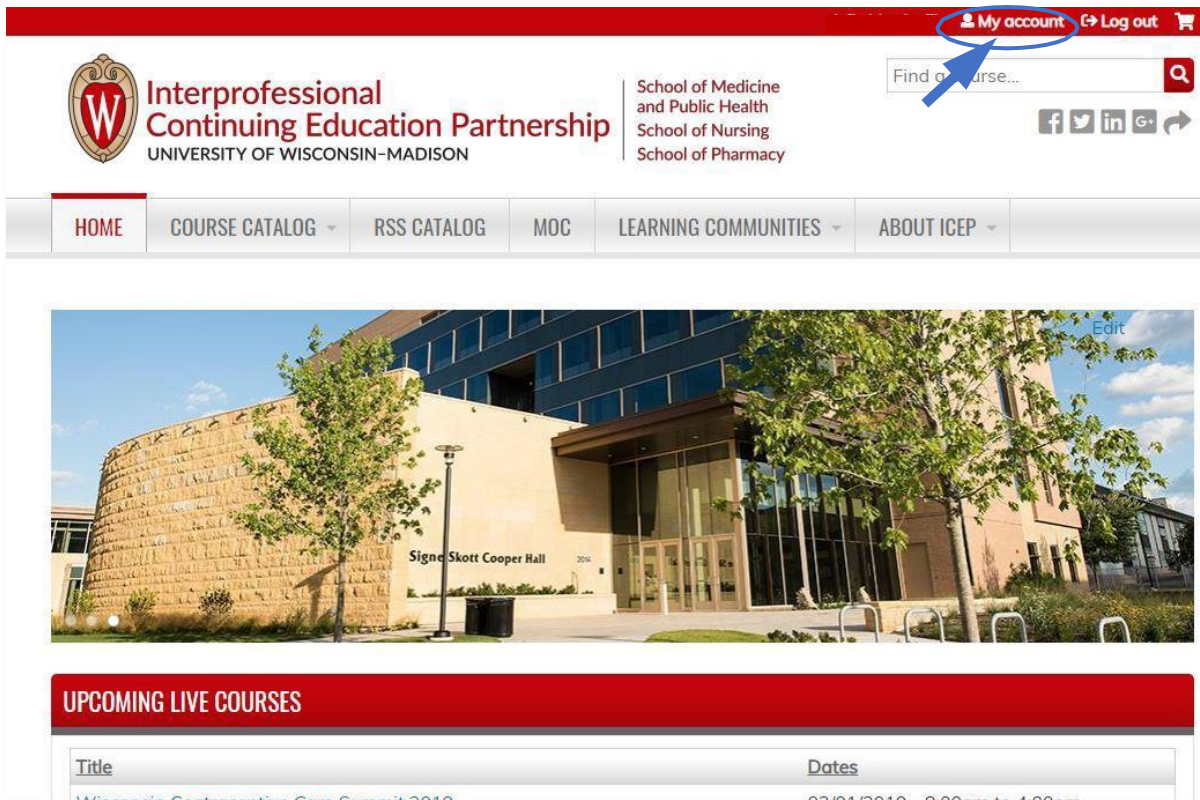
This educational series improved my ability to:

	No Improvement	Less than Expected	Met Expectations	More than Expected
Recognize both common and rare genetic abnormalities associated with developmental delay, infertility, prenatal ultrasound finding, and oncology specimens.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Effectively communicate genetic information across healthcare team members from difficult professions and disciples.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

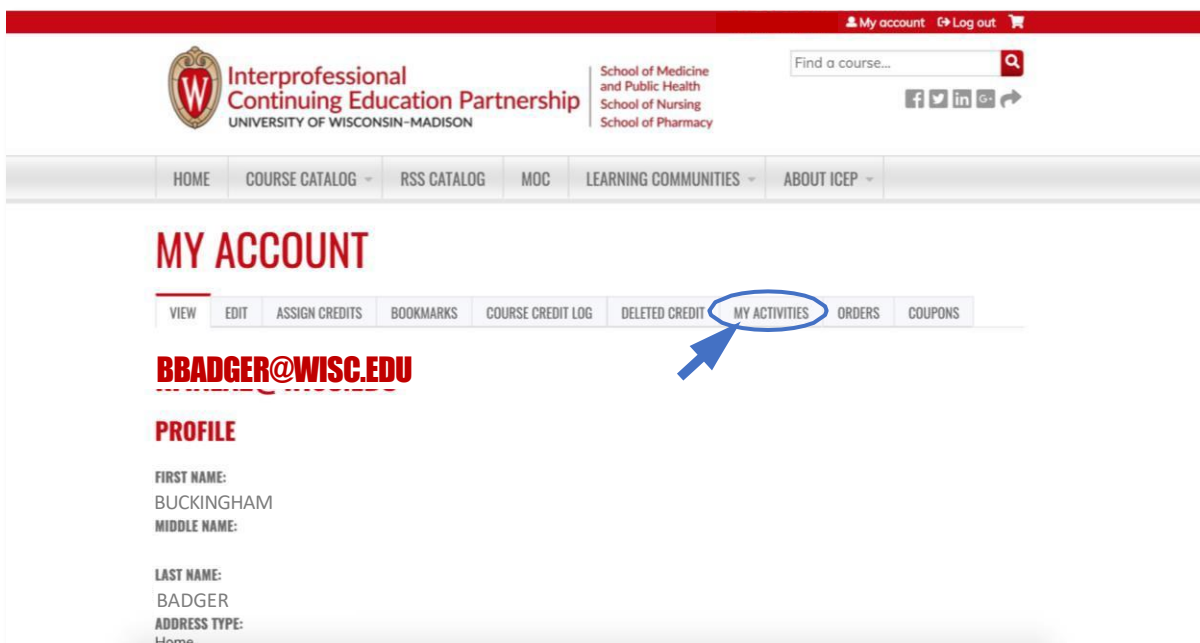


# How to Access CME Session Transcript

1. Log in to <https://ce.icep.wisc.edu> with your account log in and password.
2. In the top right corner of your screen, select "My account"



3. Select the **MY ACTIVITIES** tab.



4. Select the **Session credit** tab.

The screenshot shows the website header with the University of Wisconsin-Madison logo and navigation links. The main content area is titled "TOTAL SESSION CREDIT" and features a navigation bar with tabs: VIEW, EDIT, ASSIGN CREDITS, BOOKMARKS, COURSE CREDIT LOG, DELETED CREDIT, FACULTY, MY ACTIVITIES, ORDERS, and COUPONS. Below this, there are filters for "Completed activities", "Pending activities", "Session credit" (highlighted with a blue circle and arrow), and "External credits". There are also input fields for "DATE COMPLETED" and "END DATE" with a "Download PDF" button.

5. The **Total Session Credit** view will appear with a list of RSS sessions you have attended.

**NOTE:** If you attend a session that has a required evaluation, the session will not show up until you have completed the evaluation. See the post-session email or go to the RSS Catalog to access the series and navigate to the session.

6. Select "Download PDF" to download a transcript of your RSS sessions.

The screenshot shows the same website interface as above, but now displaying a list of sessions. The "Session credit" tab is still selected. Below the filters, there are input fields for "DATE COMPLETED", "START DATE", and "END DATE". Below these are fields for "SESSION TITLE" and "SERIES TITLE", followed by an "APPLY" button. A table of sessions is displayed below:

Regularly Scheduled Series (RSS)	Session	Presenter(s)	Credits/CEU Hours	Credit type	Date completed
Anesthesiology Grand Rounds (2018-20)	1/16/2019-Grand Rounds- Lianne Stephenson, MD-"QI In Brief"	Lianne Stephenson, MD	1.00	AMA PRA Category 1 Credit™	02/14/2019 - 8:47am

Below the table, it says "AMA PRA Category 1 Credit™ credits: 1.00". A "Download PDF" button is highlighted with a blue circle and a blue arrow pointing to it.