



## **CME, CEC and Letter of Attendance Credit Claim Instructions**

North Carolina Academy of Sleep Medicine Annual Conference | November 2, 2019 | Chapel Hill, NC

### **ACCREDITATION STATEMENT**

This activity has been planned and implemented in accordance with the accreditation requirements and policies of the Accreditation Council for Continuing Medical Education (ACCME) through the joint providership of The American Academy of Sleep Medicine and The North Carolina Academy of Sleep Medicine. The American Academy of Sleep Medicine is accredited by the ACCME to provide continuing medical education for physicians.

### **AMA CREDIT DESIGNATION STATEMENT**

The American Academy of Sleep Medicine (AASM) designates the North Carolina Academy of Sleep Medicine Annual Conference, 2019 as a live activity for a maximum of *9.00 AMA PRA Category 1 Credits™*. Physicians should only claim credit commensurate with the extent of their participation in the activity.

### **AASM CECS**

The American Academy of Sleep Medicine (AASM) designates the North Carolina Academy of Sleep Medicine Annual Conference as a live activity for a maximum of *9.00 AASM Continuing Education Credits (CECs)*. Sleep Technologists should only claim credit commensurate with the extent of their participation in the activity.

### **Letter of Attendance for Others**

The AMA Council on Medical Education mandates that accredited providers only offer AMA PRA Category 1 Credits™ to physicians. Non-physicians and non-technologists will receive a letter of attendance documenting the number of AMA PRA Category 1 Credits™ earned at the NCASM Conference.

### **TO CLAIM CME CREDIT OR A LETTER OF ATTENDANCE:**

1. **On or after Monday, November 11<sup>th</sup>**, log into your AASM account at <https://learn.aasm.org>\*
2. Click on **My Learning** on the menu on the left-hand side of the screen.
3. Click on **North Carolina Academy of Sleep Medicine Annual Conference 2019- Live Course**.
4. Click on the **Course tab** and complete and submit a brief **Course Evaluation**.
5. Attest to the number of hours you attended and select **CME and/or AASM CEC**.
6. **Waive** the credit that you do not want to claim. You will be prompted to confirm that you are waiving the credit and there is no option to undo the waiver once complete.
7. You will receive your credit letter via email. You can also download your credit letter or review all your credits earned by clicking **Transcript** on the left menu.

**\*If you have not previously logged into the AASM website, you will need to reset your password.**

- Go to the AASM website: <https://learn.aasm.org>
- Click Log In (upper right-hand corner).
- **Your user name is the email address that you used to register for the meeting.**
- Select 'FORGOT PASSWORD'; an email will be sent (to the above address) so you can reset your password.
- If you have any questions or problems, please contact the AASM national office at [CME@aasm.org](mailto:CME@aasm.org) or (630) 737-9700.