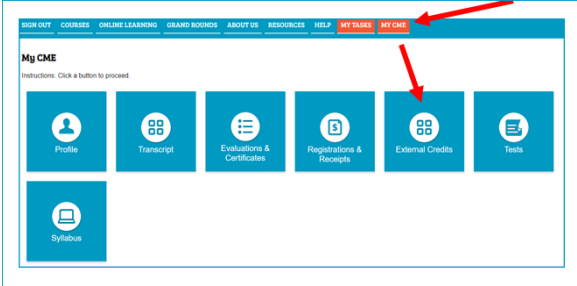
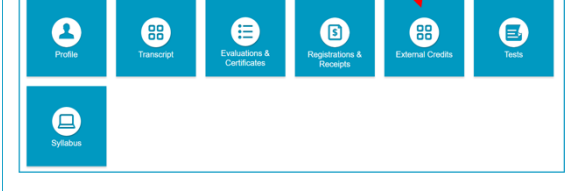
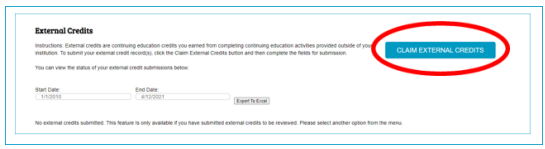
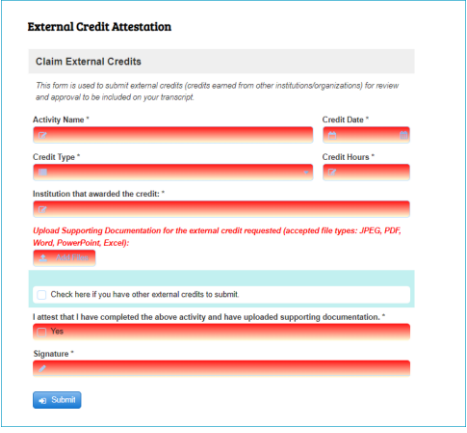


# Adding External Credits

- The CloudCME site allows learners to upload credits earned outside of Hartford HealthCare to the learner's transcript, allowing documentation of all learning to be recorded in one location.
- All external credits that are uploaded will be separated out on the transcript where it is noted that they have NOT gone through the HHC CE review and approval process, and are accredited by HHC.
- If you have one, you must upload the certificate as well, as this will be needed in case of an audit of your credits by the state or your accrediting body.

1	Log in to your HHC CloudCME account at <a href="http://hhchealth.cloud-cme.com">hhchealth.cloud-cme.com</a>	
2	Click on <i>My CME</i>	
3	Click on <i>External Credits</i>	
4	Click on <i>Claim External Credits</i>	
5	Complete all fields in the <i>External Credit Attestation</i>	
6	Submit	