

# Process for Continuing Education Certification

## Regularly Scheduled Series – Case Conference

**A Case Conference is any activity where the focus of the session is the to plan or review treatment of a specific patient/disease/injury. This includes Tumor Boards, M&M Conferences, Case Conferences, and Disease Management Teams.**

**Access documents and instructional PDFs at [LINK HERE](#)**

<p><b>1+ WEEK PRIOR</b></p>	<p><input type="checkbox"/> The RSS Coordinator will build the child activity in the RSS Manager at <a href="http://hhchealth.cloud-cme.com">hhchealth.cloud-cme.com</a></p> <ul style="list-style-type: none"> <li>• <i>Required for every session of an RSS-Case Conference activity</i></li> <li>• <i>All Case Conference activities must have a current and approved overarching (parent) application on file with Continuing Education</i></li> <li>• <i>The parent application MUST be approved before credit will be awarded or any advertising materials may be distributed</i></li> </ul> <p><input type="checkbox"/> Once approved, the RSS Coordinator will be able to print a flyer with accreditation language and retrieve texting sign in information</p>	<p>Cloud CME RSS Manager</p> <p>Application Help Documents</p> <p>HHC CE Policies</p>
<p><b>FOR ALL WEB OR MOC ACTIVITIES</b></p>	<p><input type="checkbox"/> Develop post-activity assessment questions</p> <ul style="list-style-type: none"> <li>• <i>All web or MOC activities must include a post-test that measures the learner’s individual achievement of the activity</i></li> <li>• <i>The Planning Team must provide appropriate questions and answer responses for programming into the module</i></li> <li>• <i>For MOC activities, contact <a href="mailto:ContinuingEd@HHHealth.org">ContinuingEd@HHHealth.org</a></i></li> </ul>	<p>Post-Test Template</p> <p>MOC Requirements</p>