

eeds Mobile Sign-In and Evaluation Completion for CME Credit

eeds is the online attendance and credit tracking system used by the Novant Health CME Office. By creating a free account, you have the ability to sign-in online at activities, complete evaluations, and view/download CME certificates (and track your credits if you have a subscription).

CREATE YOUR ACCOUNT (one time account setup):

Follow the steps below to create an account from your smartphone, tablet, or computer and sign-in to a **TEST** activity. This is only a practice activity so you will become familiar with the screens, credit will not be issued. Go to: www.eeds.com

- **Step 1:** Touch or click “Sign-in to Educational Event”
- **Step 2:** Enter the following test Activity Code into the field: **59dace** and touch or click “Next”
- **Step 3:** Enter your Identifier (e.g., Novant E-mail address, mobile phone number or eeds PIN number from your swipe card) and touch or click “Next”
- **Step 4:** Select your Last Name or “Register New Account”:
 - a) If the identifier you provide is recognized, you’ll be prompted to select your last name from a dropdown menu to confirm your sign-in and proceed to Step 5.
 - b) If the identifier you provide is not recognized, you’ll be prompted to register an account. After submitting your registration, you will be taken to the Activity Overview Page (Step 5).
- **Step 5:** The Activity Overview Page will load where you can complete the online **TEST Evaluation** and access other features.

At the start of each CME activity, the coordinator will provide a unique two digit, four letter sign-in code. It is recommended that you sign-in and complete the evaluation (if required) before the end of the activity. Every activity doesn’t require an evaluation. **EFFECTIVE 9/1/18: IF AN EVALUATION IS REQUIRED FOR A CME ACTIVITY, A BOX WILL APPEAR ON YOUR SCREEN, THE EVALUATION MUST BE COMPLETED TO RECEIVE CREDIT.** The sign-in code will be active for **8 days**. After signing in, if you haven’t done the evaluation, you will receive **3 email reminders** to do so before the code expires.

Additional Information:

- The eeds mobile sign-in tool will be used for Novant Health regularly scheduled series (i.e. tumor boards, peer reviews, M&MS, case reviews, grand rounds). Conference/symposium planners may elect to use the eeds mobile tools.
- The CME Office will perform periodic outcomes surveys through eeds. You may receive an email request to complete a survey for a specific symposium or series. It is important you complete the survey to document changes in your practice of medicine and the value of the program.
- You can download the free eeds iPhone/Android app from the Google app store.
- For information about an eeds subscription, visit www.eeds.com
- If you have issues setting up your account, please contact eeds at 828-252-0233.
- If you have questions about credits, contact Kathy Gaydos, CME Program Manager at kagaydos@novanthealth.org