



Electronic Roll-Call and Instant CME Instructions for Participants

Before Clinic

1. Register at <https://echoevaluation.health.unm.edu/evals/rws5.pl?FORM=ECHORegistration> at least two days before clinic. (One-time only registration.)
2. Receive an email with your unique username
 - a. This email confirms that your registration was successful.
 - b. The username will be used to logon, mark your attendance and access your Instant CME/CEU/CE Certificate on the day of clinic.

During Clinic

(Link is only available 15 minutes before clinic starts until 24 hours after clinic ends)

1. Call or connect to clinic via Zoom or phone
2. Go to <https://echoevaluation.health.unm.edu/evals/rws5.pl?FORM=ECHORollCall> or access the evaluation link provided in the Constant Contact email
 - a. Pick the clinic you want to attend and log your attendance
3. Mark your attendance on the Roll Call form. Please mark your attendance even if you do not want to receive credits for your participation. Accurate attendance helps secure ECHO's funding and ensures programs continue.
4. Fill out the Post-Evaluation required by the UNM Office of Continuing Medical Education and ACCME.
 - a. Use your assigned username to access the form on any device (laptop, desktop, tablet or smart phone) or web browser (Internet Explorer, Safari, Chrome, or Firefox)
5. Print or save your Instant CME/CEU/CE Certificate.
 - a. If you want a PDF emailed to you, it may take up to a month after clinic to receive it.

CPE

1. Follow the same steps above just mark that you are a PharmD or RPh on the Post-Evaluation.
2. Use the instructions provided on the Post-Evaluation with the Access Code provided on the evaluation to access the UNM College of Pharmacy website.

Benefits

- This eliminates faxing or scanning paper copies of the Sign-In sheet and evaluations
- This eliminates waiting up to 45 days for continuing medical education credits and certificates
- Helps support ECHO by showing our funders how big ECHO's impact is

If you have any questions about the new system, please contact Alex Pogzeba at apogzeba@salud.unm.edu or Rebecca Monette at rmonette@salud.unm.edu. CME/CE/CEU and CPE credits are provided as a professional courtesy to our participants by Project ECHO®.