



# CME/GME Learning Management System Transition

Office of Continuing Medical Education  
Training Session 1

# CME/GME Learning Management System Transition

- Introductions
- Housekeeping
  - Recording
  - Use of Q&A
- Audience composition
- Train the Trainer Approach



# CME/GME Learning Management System Transition

- Objectives
  - Describe why changing to a new system
  - Identify communication avenues to use during transition
  - Become familiar with system home page
  - Determine action items & next steps

# Terminology in CloudCME

- System User = Coordinators, Administrators, Educators, Learners
- Faculty = Educator
  - e.g. Course Chairs, Co-chairs, Planners, Speakers, Moderators, Facilitators, etc.
- Learner = Anyone attending an educational activity

Note: An individual can have one or more of these roles. All roles apply to UCD employees, as well as guests external to UCD.

# Why the change?

- Historically multiple systems
  - Will use this system with other course types (e.g. live, asynchronous modules, etc.)
- EEDS system in place since 2014
- UC CME Consortium change
- Future – potential tie to other HealthStream products
  - e.g. Credentialing System

# New System: CloudCME – General Thoughts

- New System = CloudCME
- Widely used by CME providers
- Semi-custom system
  - Robust system for CME providers
  - Newer technology = better data integrity
  - Like with any new technology...
    - Drives some changes to processes
    - Follow guides provided



# Communication Avenues

- OCME Guidance Emails
- Timeline
- Updated Checklist (emailed 10/14/24)
- Q&A Document
  - Will be posted and updated on CloudCME Help Page routinely
- Training Guides (on Help page)
- Office Hours – beginning 11/5/24
- Troubleshooting & Technical Issues
  - Form to submit for assistance
  - Please use this to access the OCME team vs. emailing
  - No direct access to vendor

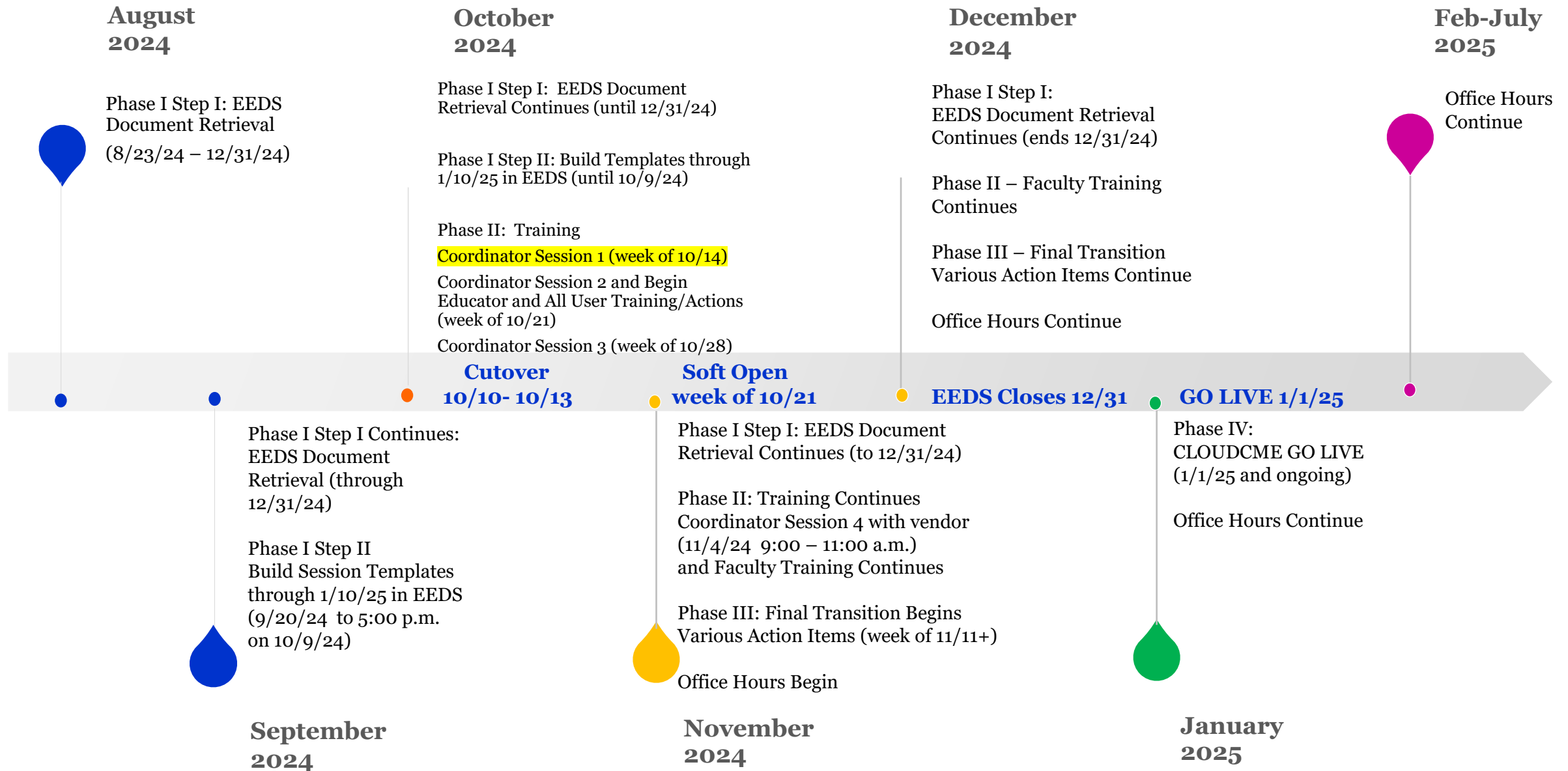
# CloudCME: An Initial Look

- UC Davis Health CloudCME Site
  - Soft opening 10/21/24
  - URL: <https://ucdavis.cloud-cme.com>
  - Imagery
  - Branding

LIVE DEMO



# HealthStream-CloudCME Department Implementation/Transition Timeline



# Checklist (pg1)



Phase I Step I			
Completed	Start Date	Due Date	Action Item
<input type="checkbox"/>	8/23/24	12/31/24	Retrieve needed documentation out of EEDS
Phase I Step II			
Completed	Start Date	Due Date	Action Item
<input type="checkbox"/>	9/20/24	5:00 p.m. on 10/9/24	Create RSS session templates in EEDS for all activities through 1/10/2025 <b>AND</b> Delete any session templates already created beyond 1/10/2025
Phase II: Training			
Completed	Start Date	Due Date	Action Item
<input type="checkbox"/>	10/15/24	11:00 a.m. to 12:00 p.m.	Manager/Supervisor/Coordinator Training #1  (two options – select & attend one)
	10/16/24	2:00 p.m. to 3:00 p.m.	
<input type="checkbox"/>	10/21/24	Complete by 11/30/24	Departments train all internal UCD system users (MDs, Residents, Fellows, Clinicians, Coordinators, etc.) to update/enter profile, consent and submit <b>AND</b> Departments train all internal UCD Educators (Course Chairs, Planners, Speakers, Moderators, etc.) to complete disclosure form in CloudCME
<input type="checkbox"/>	10/22/24	11:00 a.m. to 12:00 p.m.	Manager/Supervisor/Coordinator Training #2  (two options – select & attend one)
	10/23/24	2:00 p.m. to 3:00 p.m.	
<input type="checkbox"/>	10/29/24	11:00 a.m. to 12:00 p.m.	Manager/Supervisor/Coordinator Training #3  (two options – select & attend one)
	10/30/24	2:00 p.m. to 3:00 p.m.	
<input type="checkbox"/>	11/4/2024	9:00 a.m. to 11:00 a.m.	Manager/Supervisor/Coordinator Training #4 with Vendor (one option only, 2 hours)
Phase III: Final Transition Items			
Completed	Start Date	Due Date	Action Item
<input type="checkbox"/>	10/16/24	No later than EOD 12/6/24	Departments finalize and submit all 2024 sessions in EEDS for approval from CME if credit requested. (Speakers with conflicts must have presentation uploaded)
<input type="checkbox"/>	11/5/24	All UCD learners to complete by 12/31/24	Departments train all learners on pairing mobile phone for texting attendance and downloading the CloudCME app for additional functionality

# Checklist - Next Action Items

- New Action Items beginning Monday 10/21
  - 1) All UC Davis Health Users  
E.g. learners, educators, coordinators, supervisors, managers  
Sign in and complete profile (due 11/30/24)
    - See *Complete/Update Profile Guide* on Help Page
    - Key points:
      - If UCDH employee already an EEDS account – they will have a skeleton profile. MUST still log in via SSO and complete.
      - If UCDH employee did not have an EEDS account – Sign in via Kerberos and complete a profile
      - Everyone should consent at bottom of profile before submitting (critical for MOC credit on courses offering it)
  - 2) All UC Davis Health CME Educators  
Complete/Update Disclosure Form in CloudCME (due 11/30/24)
    - See *Complete/Update A Disclosure Guide* on Help Page
    - Two pathways:
      - Via Faculty Tab (when signed into Activity Portal)
      - Via Disclosure Tile (from home page)

# Questions

# Wrap-Up

- Updated Department Checklist
- Action Items in CloudCME (beginning 10/21/24 and due 11/30/24)
  - Completing/Setting Up Profiles with Consent
  - CME Educator Disclosures
- Action Item in EEDS
  - Document retrieval (due 12/31/24)
- Training Session #2
  - 10/22/24 at 11:00 a.m. OR 10/23/24 at 2:00 p.m.
  - Topic: Process Differentiation: Past to Future