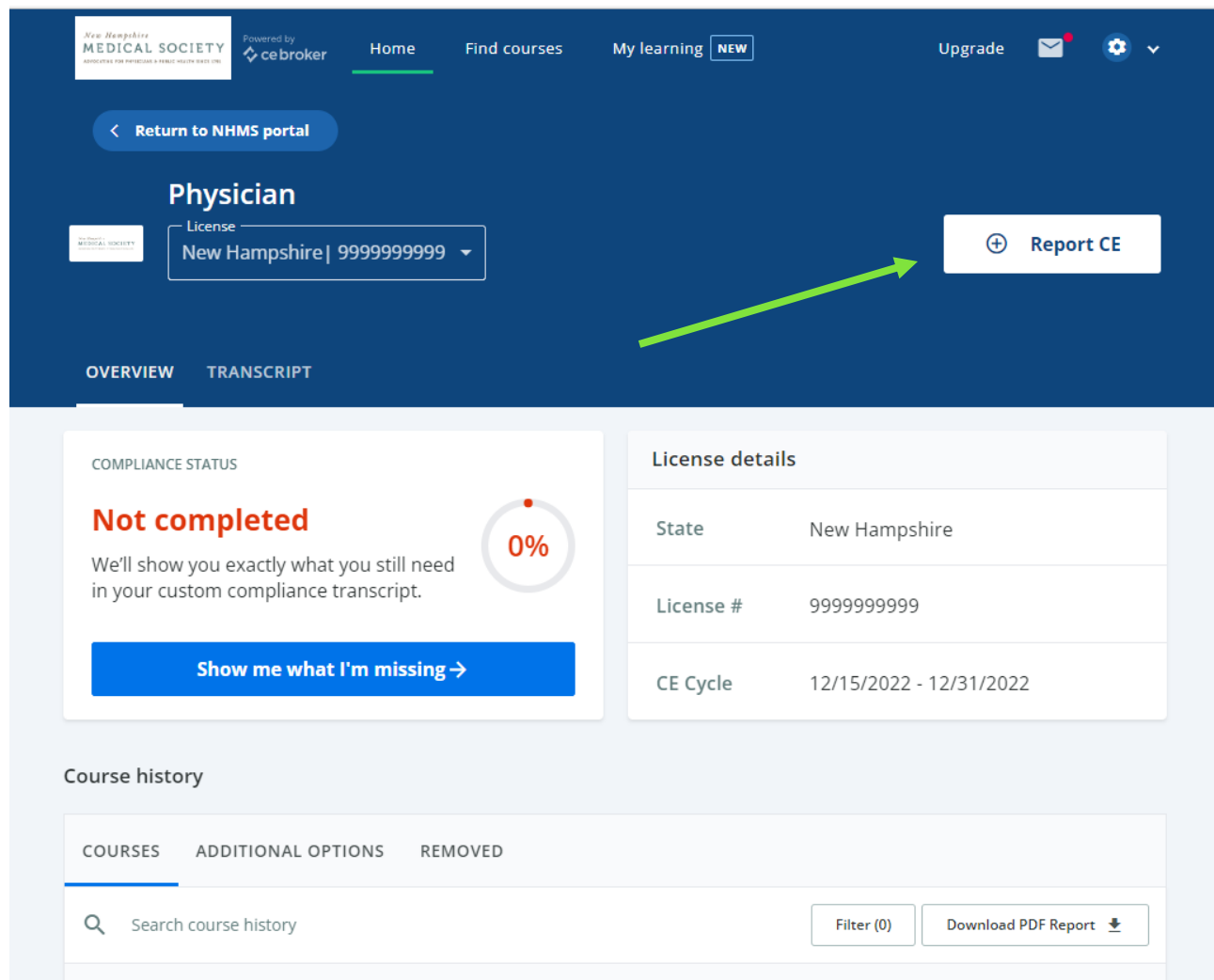


# Self-Reporting CME Courses to your Account

## How to self-report your CE/CME:

1. Log in to your CE Broker account. You can access through the Member Compass at NHMS.org/login
2. Click **Report CE** at the top of the page.



The screenshot displays the user interface of the NHMS.org portal. At the top, there is a navigation bar with the NHMS logo, 'Powered by cebroker', and menu items: 'Home', 'Find courses', 'My learning' (with a 'NEW' badge), 'Upgrade', a mail icon, a settings icon, and a dropdown arrow. Below the navigation bar, there is a 'Return to NHMS portal' button. The main content area is titled 'Physician' and includes a license dropdown menu set to 'New Hampshire | 9999999999'. A prominent white button with a plus sign and the text 'Report CE' is located on the right side, with a green arrow pointing to it. Below the main content, there are two sections: 'COMPLIANCE STATUS' showing 'Not completed' with a 0% progress indicator and a 'Show me what I'm missing' button, and 'License details' with a table of information.

License details	
State	New Hampshire
License #	9999999999
CE Cycle	12/15/2022 - 12/31/2022

Below the license details is a 'Course history' section with tabs for 'COURSES', 'ADDITIONAL OPTIONS', and 'REMOVED'. The 'COURSES' tab is active, showing a search bar, a 'Filter (0)' button, and a 'Download PDF Report' button.

3. If you have a DEA license linked to NH, make sure the **Report CE/CME** tab is selected. *If you do not have a NH DEA, select the Additional Options tab.*
4. Determine which type of CE you want to report from the list of reporting options. If you're unsure about which reporting option is right for you, click "Learn More" and "How to Report" to find out more about each category.

## Report Continuing Education



Report CE/CME Additional Options

CME Transcript Reporting

BEGIN

[Learn More](#) [How to Report](#)

Click for more information about a reporting option

Category 1 CME Hours

BEGIN

[Learn More](#) [How to Report](#)

Pain Management or Addiction Disorders

BEGIN

[Learn More](#) [How to Report](#)

Category 2 CME Hours

BEGIN

[Learn More](#) [How to Report](#)

5. Click **Begin** next to the appropriate reporting option.

6. Answer the questions as prompted. The questions will vary depending on your regulating board and can include: date completed, course type, number of hours, name of educational provider, name of course, etc. All of this information should be listed on your course completion certificate. As you answer the questions, be sure to click **Continue** to advance the submission form.

### Question 1 of 3

Category 1 CME Hours - [PH]

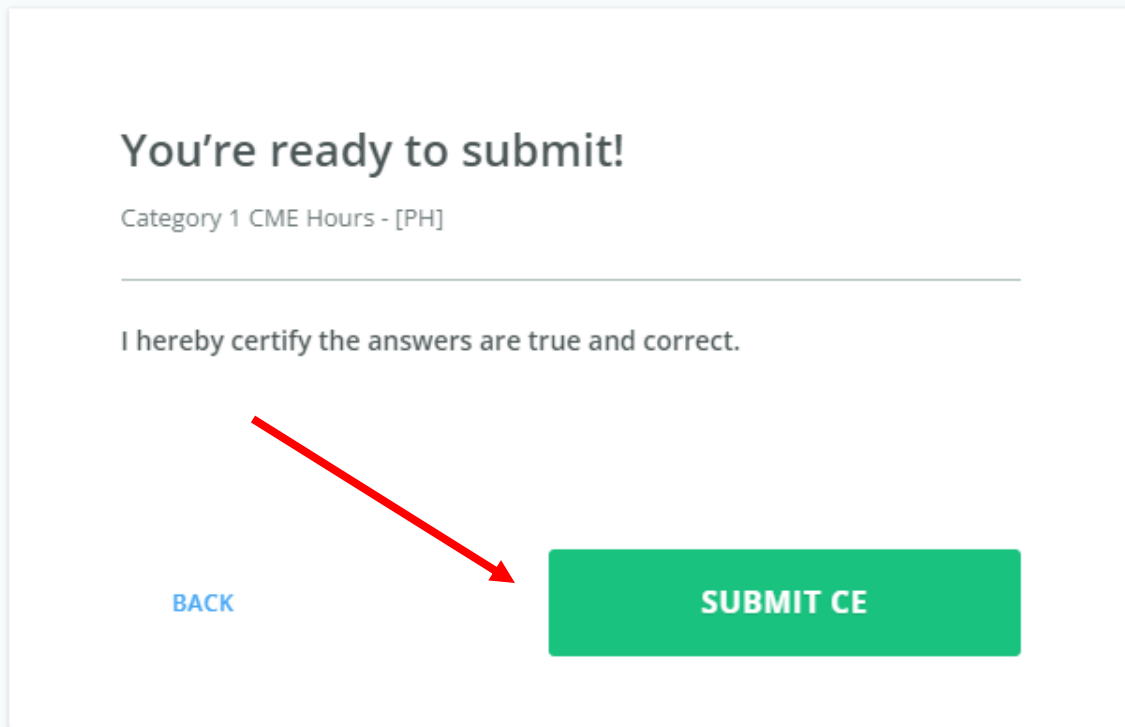
What was the title of the program you completed?

[BACK](#)

**CONTINUE**

7. Once you reach the **Attachments** page, you're almost done. [Attach your certificate of completion](#), then click **Continue**.

8. Now you're ready to submit your CE! On the final page, you will attest that the information you entered is true. Simply click **Submit CE** to complete the reporting process.



**You're ready to submit!**

Category 1 CME Hours - [PH]

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I hereby certify the answers are true and correct.

[BACK](#) **SUBMIT CE**

Your self-reported CE posts to your CE Broker course history immediately, which gives NHMS instant access to it. ##