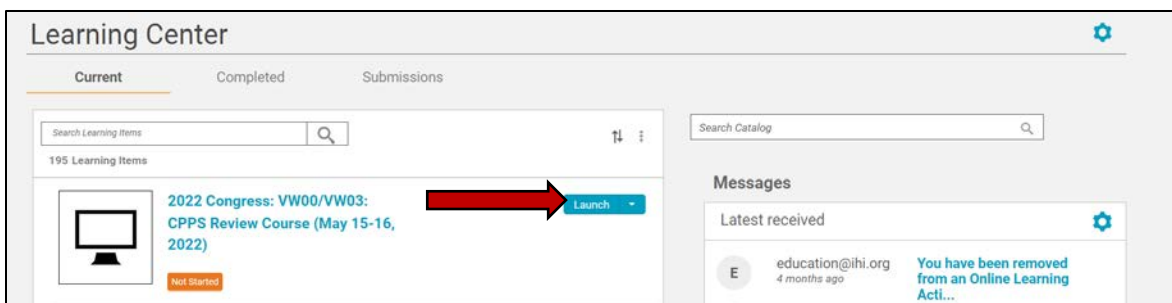


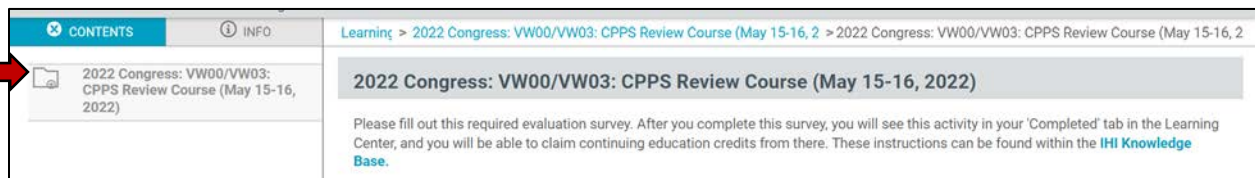
1. Visit the [IHI Education Platform](#).
2. Sign in with your MyIHI username and password.
3. From the homepage, select “Go to your Learning Center.”



4. Under the default “Current” tab, find the sessions that you attended. Select “Launch” next to the session that you would like to claim.



5. Click the folder icon as shown below so that it expands.



6. Select the evaluation and select "Start."



The screenshot shows the course page for "2022 Congress: VW00/VW03: CPPS Review Course (May 15-16, 2022)". On the left sidebar, a red arrow points to the course title. In the main content area, another red arrow points to a blue "Start" button. To the right of the button, there is a text box with instructions: "Please fill out this required evaluation survey. After you complete this survey, you will see this activity in your 'Completed' tab in the Learning Center, and you will be able to claim continuing education credits from there. These instructions can be found within the [IHI Knowledge Base](#)."

7. Provide your feedback for each question and click "Submit Test" once you are complete.



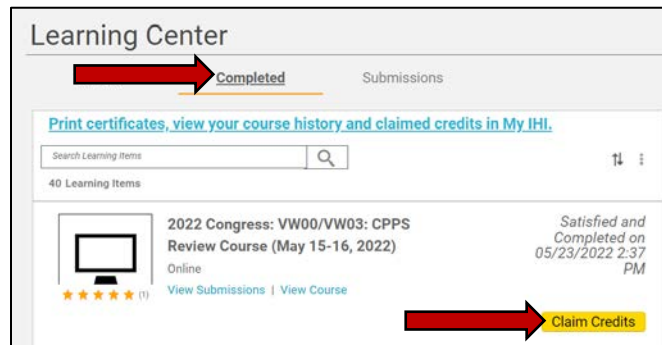
The screenshot shows the test interface with two questions. Each question has a five-point Likert scale from "Poor" to "Excellent". The first question asks to rate the ability to review patient safety domains, and the second asks to rate the ability to discuss patient safety scenarios. A red arrow points to the "Submit Test" button at the bottom right of the page. A status bar at the bottom indicates "You are currently taking a test. Click [X] to navigate Course Contents instead."

8. Select "Return to Learning Center."

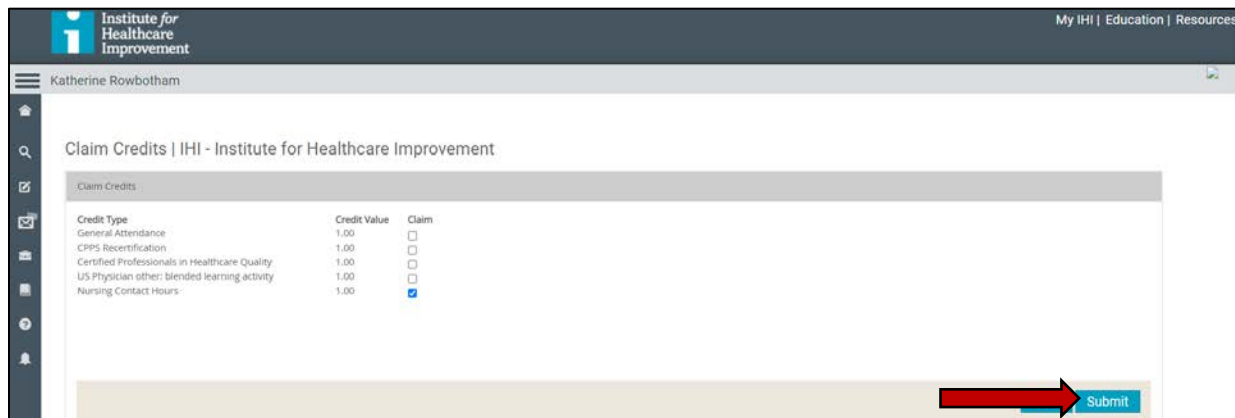


The screenshot shows the results page with a black "Results" header. Below it, a message states: "You have submitted the 2022 Congress: VW00/VW03: CPPS Review Course (May 15-16, 2022)." At the bottom, there are two buttons: a blue "Retake" button and a white "Return to Learning Center" button. A red arrow points to the "Return to Learning Center" button.

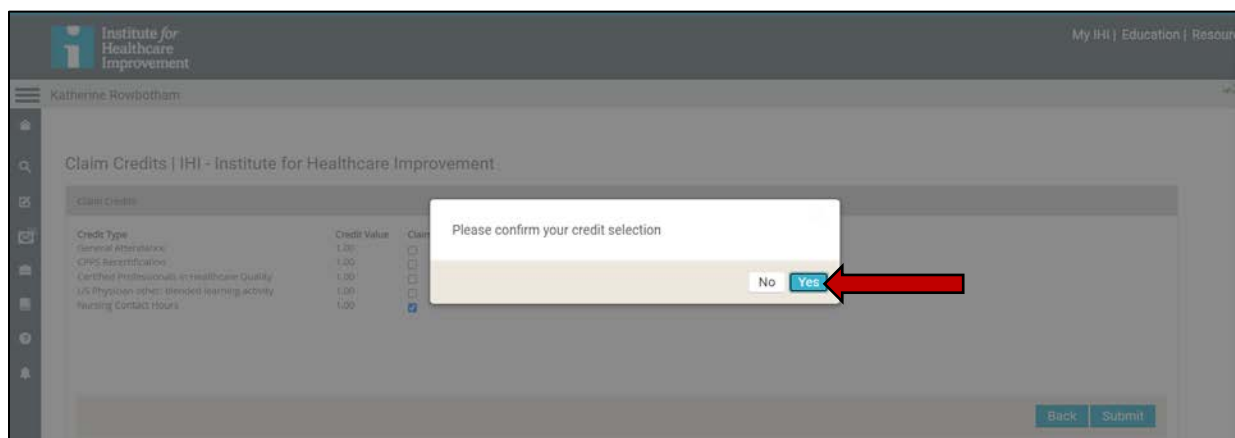
9. Under the “Completed” tab, select “Claim Credits.”



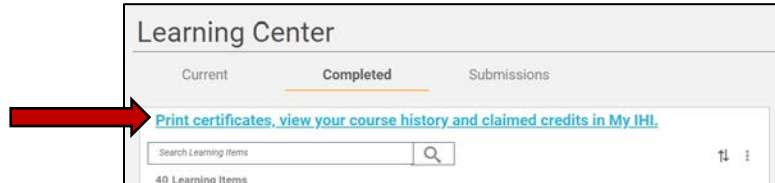
10. Make your selection(s) and click “Submit.”



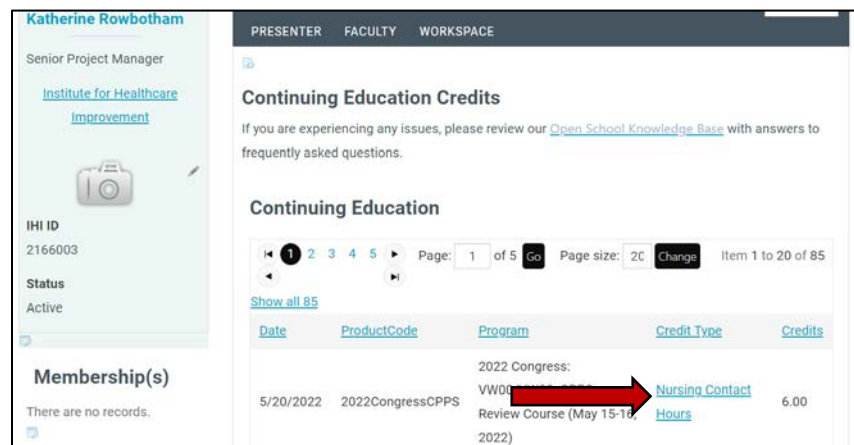
11. Confirm your credit selection.



12. Navigate back to your “Completed” tab. Select the link titled “Print certificates, view your course history and claimed credits in My IHI.”



13. Click the linked credit type beside your selection. Please note that it can take up to 24 hours for the certificate to populate.



14. The certificate will display on a new page. A PDF copy can be downloaded by selecting the small red PDF icon as shown below.

