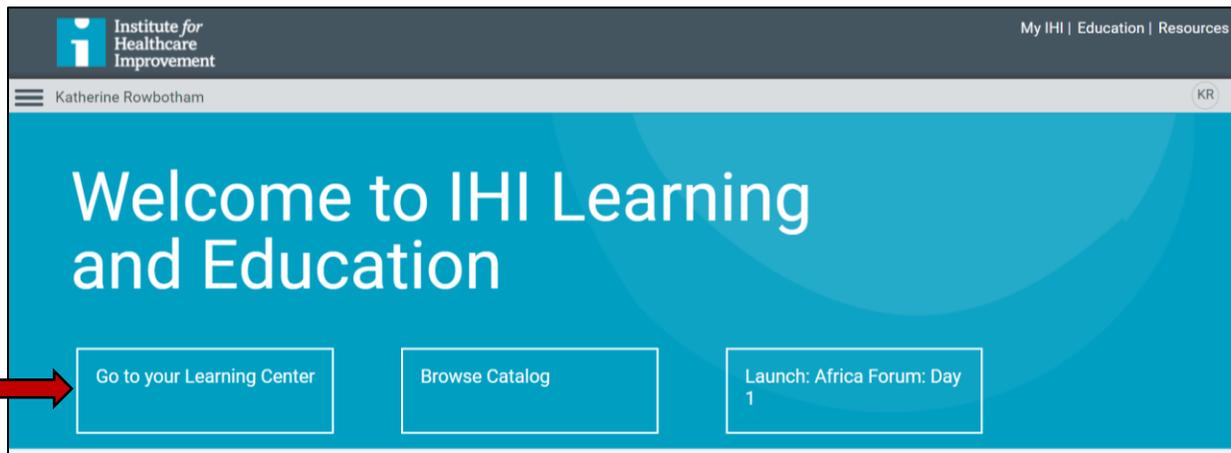
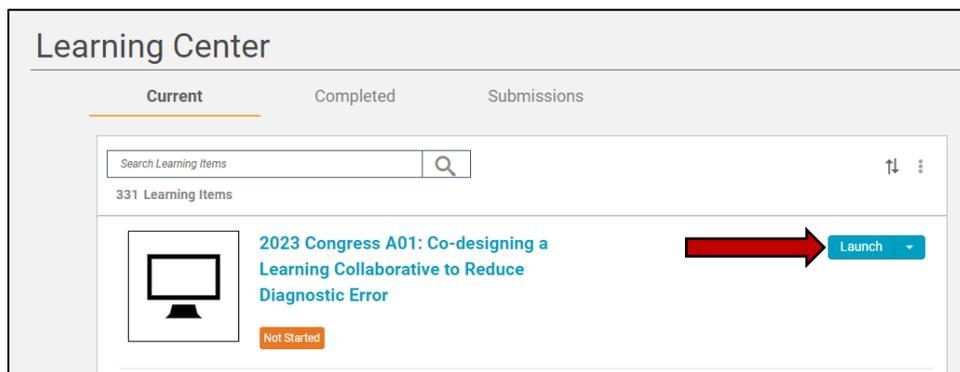


Instructions for Claiming Continuing Education/ Attendance Certificate

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.”



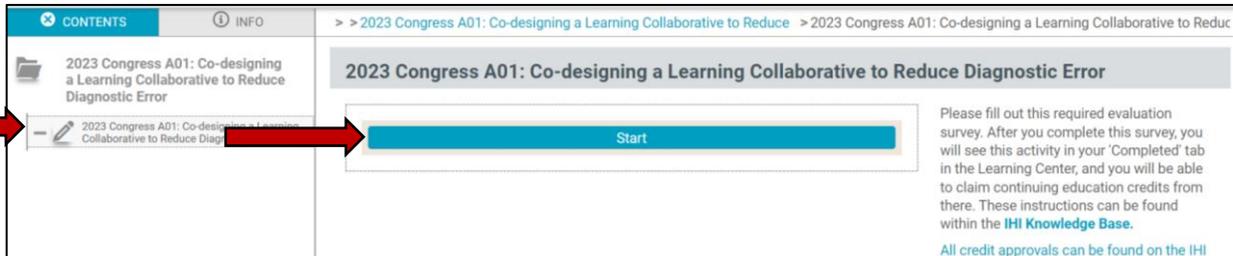
4. Under the default “Current” tab, find the sessions that you attended. Select “Launch” next to the session that you would like to claim.



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

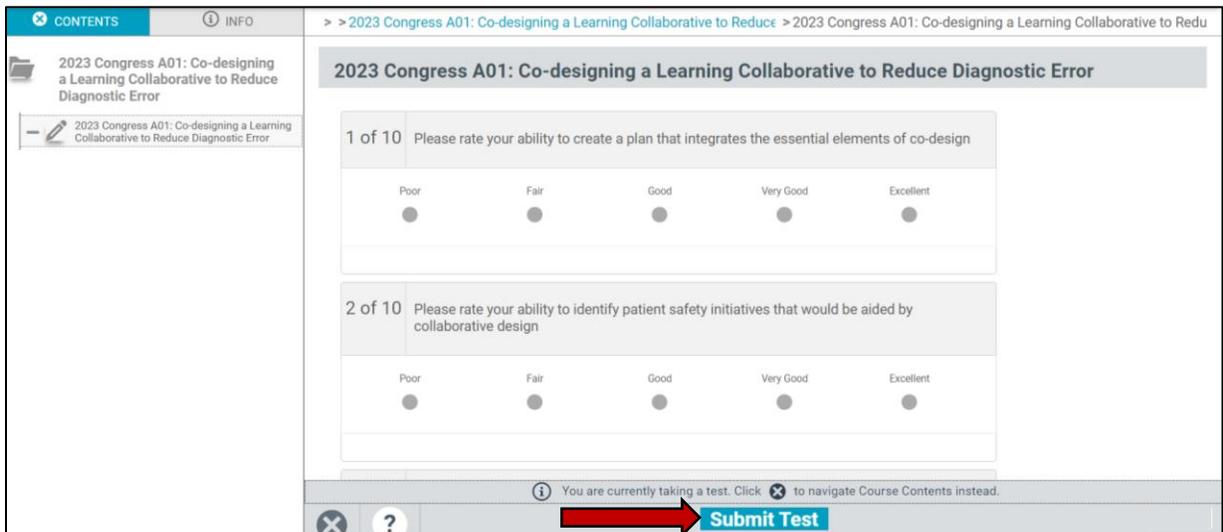


6. Select the evaluation and click on the “Start” button.



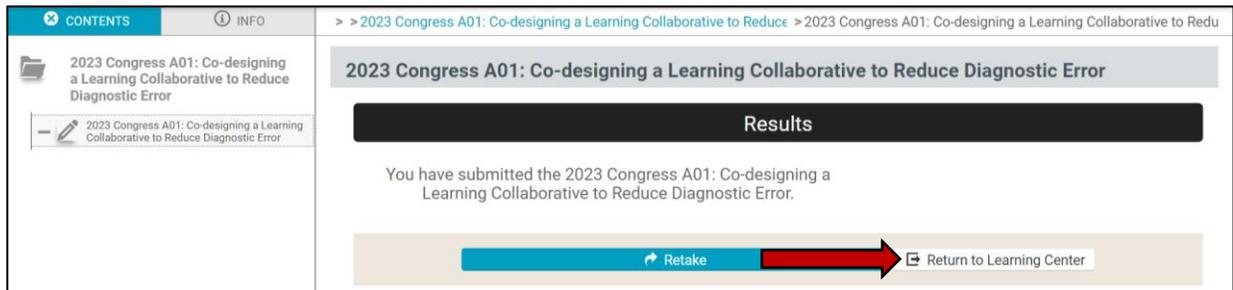
The screenshot shows a course page for "2023 Congress A01: Co-designing a Learning Collaborative to Reduce Diagnostic Error". On the left, a sidebar lists the course title. A red arrow points to the course title in the sidebar. In the main content area, a blue "Start" button is highlighted with another red arrow. To the right of the button, there is instructional text: "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](#). All credit approvals can be found on the IHI

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



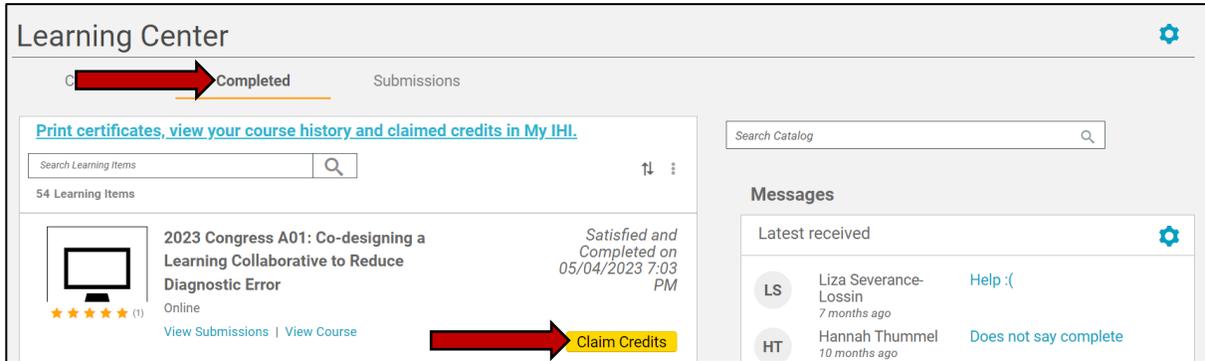
The screenshot shows the test interface with two questions. Each question has a rating scale from "Poor" to "Excellent".
 Question 1: "1 of 10 Please rate your ability to create a plan that integrates the essential elements of co-design".
 Question 2: "2 of 10 Please rate your ability to identify patient safety initiatives that would be aided by collaborative design".
 At the bottom of the page, a blue "Submit Test" button is highlighted with a red arrow. A message at the bottom reads: "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, the text reads: "You have submitted the 2023 Congress A01: Co-designing a Learning Collaborative to Reduce Diagnostic Error." 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.”



Learning Center

Completed Submissions

[Print certificates, view your course history and claimed credits in My IHI.](#)

Search Learning Items

54 Learning Items

2023 Congress A01: Co-designing a Learning Collaborative to Reduce Diagnostic Error

Satisfied and Completed on 05/04/2023 7:03 PM

Online

[View Submissions](#) | [View Course](#) **Claim Credits**

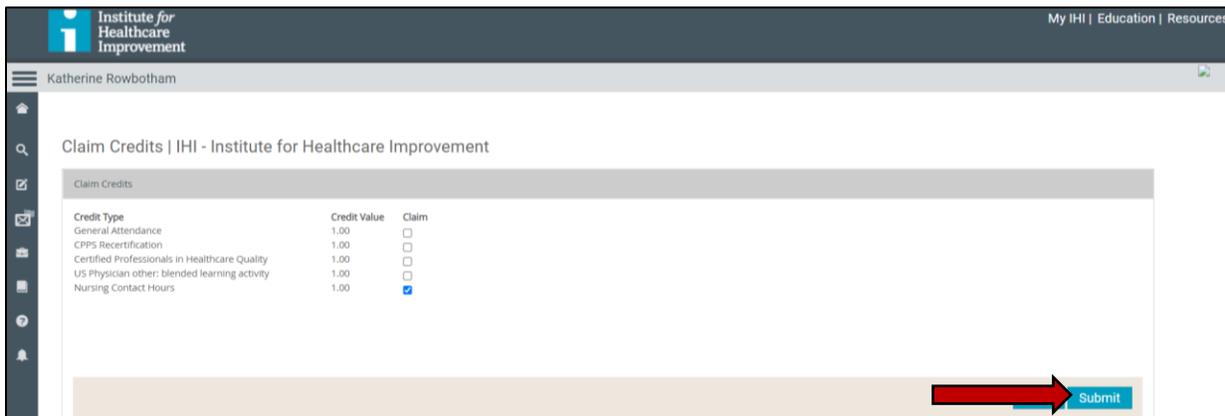
Messages

Latest received

LS Liza Severance-Lossin 7 months ago Help :(

HT Hannah Thummel 10 months ago Does not say complete

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



Institute for Healthcare Improvement My IHI | Education | Resources

Katherine Rowbotham

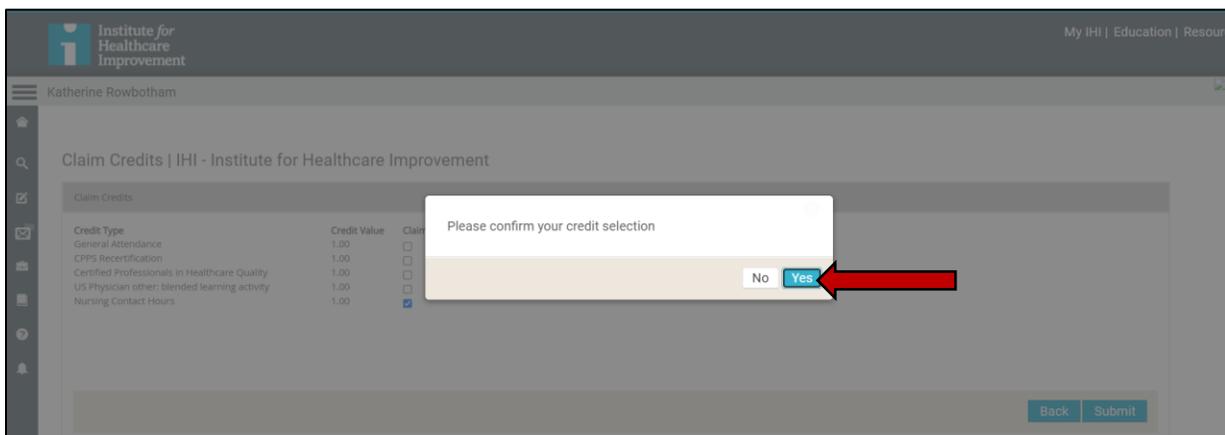
Claim Credits | IHI - Institute for Healthcare Improvement

Claim Credits

| Credit Type | Credit Value | Claim |
|---|--------------|-------------------------------------|
| General Attendance | 1.00 | <input type="checkbox"/> |
| CPPS Recertification | 1.00 | <input type="checkbox"/> |
| Certified Professionals in Healthcare Quality | 1.00 | <input type="checkbox"/> |
| US Physician other: blended learning activity | 1.00 | <input type="checkbox"/> |
| Nursing Contact Hours | 1.00 | <input checked="" type="checkbox"/> |

Submit

11. Confirm your credit selection.



Institute for Healthcare Improvement My IHI | Education | Resources

Katherine Rowbotham

Claim Credits | IHI - Institute for Healthcare Improvement

Claim Credits

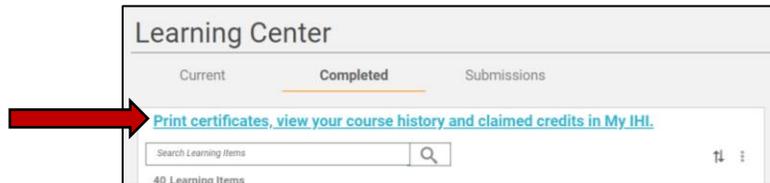
| Credit Type | Credit Value | Claim |
|---|--------------|-------------------------------------|
| General Attendance | 1.00 | <input type="checkbox"/> |
| CPPS Recertification | 1.00 | <input type="checkbox"/> |
| Certified Professionals in Healthcare Quality | 1.00 | <input type="checkbox"/> |
| US Physician other: blended learning activity | 1.00 | <input type="checkbox"/> |
| Nursing Contact Hours | 1.00 | <input checked="" type="checkbox"/> |

Please confirm your credit selection

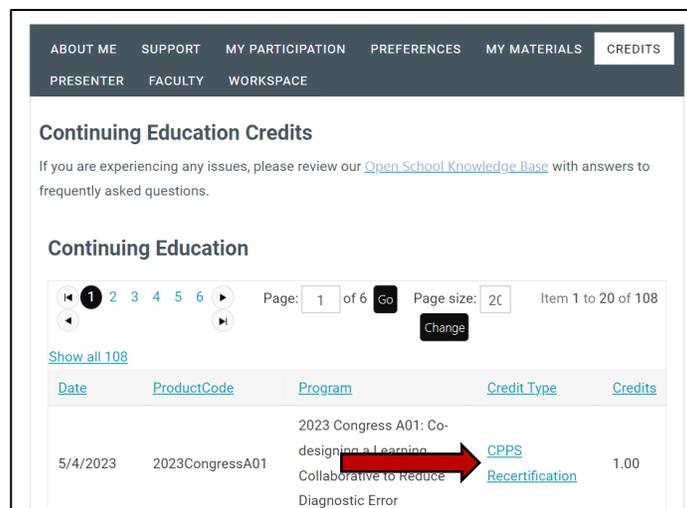
No **Yes**

Back Submit

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 be displayed on a new page. A PDF copy can be downloaded by selecting the small red PDF icon as shown below.

