

\*\*\*As of 12pm Central September 22, 2021, the **CNE claim process UPDATE.**\*\*\*

You will receive a personalized email (one used for registration) with a link to the **CNE Contact Hour Portal**. Please check your spam or junk box.

When you receive the email, click on the link provided to gain access to your evaluation and credit claim. Your username and Password will be pre-populated into the system.

If you have any issues or concerns on the CNE claim process, contact Jamie Hogan at [cne@ena.org](mailto:cne@ena.org)

### **CNE and Accreditation Information**

Attendees can earn 50+ continuing nursing education contact hours as part of the EN21X on September 22-24 and ENCORE Day October 13 on the conference platform.

- Sessions awarding contact hours will be identified on the session and on the ENA website.
- Sessions without contact hours did not meet deadline or accreditation criteria.

Attendees can claim contact hours by going to the 'Claim CE' tab in the Swapcard. Attendees can begin the contact hour claim process on the afternoon of Wednesday, September 22 after viewing On-Demand content. See agenda for the rest of the conference education sessions.

Attendees can continue to claim contact hours until **11:59pm (Central), Monday, January 31, 2022**. Be sure to click 'Submit' after each change so the number of contact hours is updated. Also do not forget to access an updated copy of the certificate. No contact hours will be awarded after **January 31, 2022**; however, access to the certificate will still be available.

Contact [cne@ena.org](mailto:cne@ena.org) with any questions regarding the contact hour claim process.

### **Claim your CNE Contact Hours**

Contact hours are awarded commensurate with participation and completion and submission of evaluation.

The planners and presenters of this activity have no conflicts of interest to disclose.

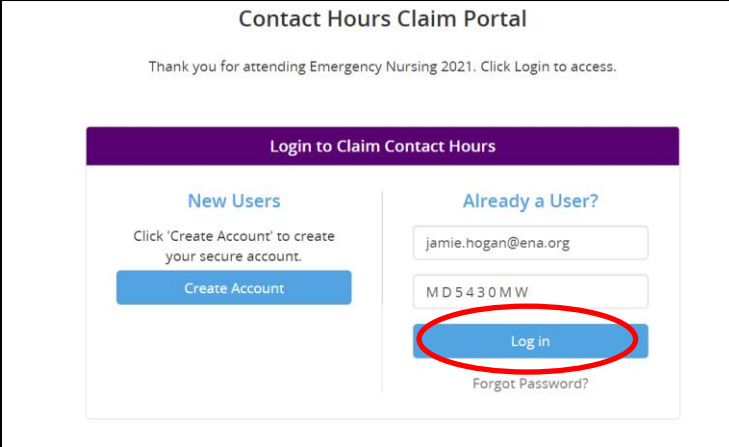
The Emergency Nurses Association is accredited as a provider of nursing continuing professional development by the American Nurses Credentialing Center's Commission on Accreditation. Provider Unit No. P0232

The Emergency Nurses Association is approved by the California Board of Registered Nursing, Provider #2322.

**NOTE:** *It is recommended that you save your certificate of service/attendance for at least three years if you have interest in applying for the ENA National Election.*

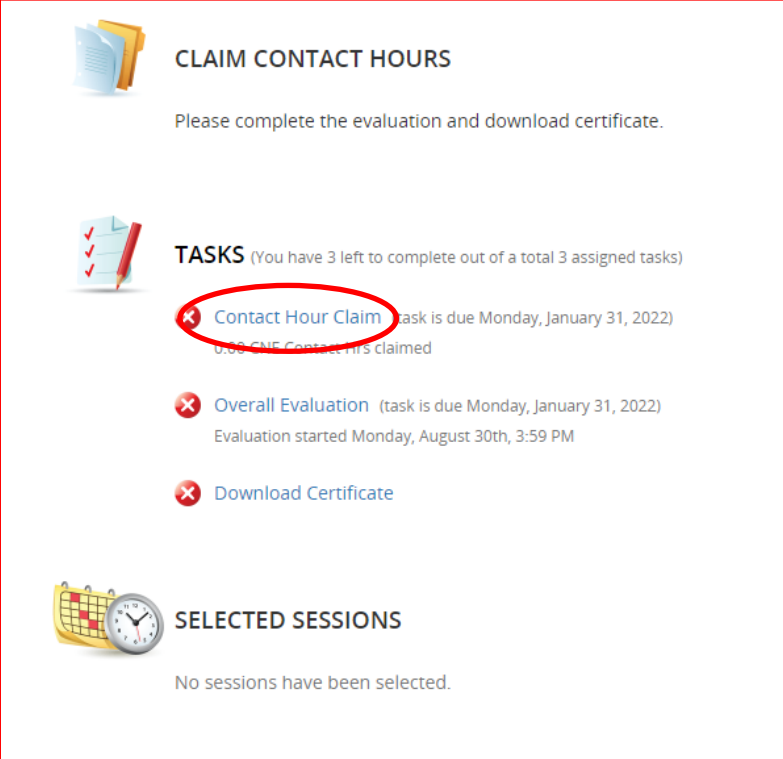
## Instruction for Claiming Contact Hours for EN21x

1. Use your login information received in the personalized email.



The screenshot shows the 'Contact Hours Claim Portal' with a purple header. Below the header, it says 'Thank you for attending Emergency Nursing 2021. Click Login to access.' There are two main sections: 'New Users' with a 'Create Account' button, and 'Already a User?' with input fields for 'jamie.hogan@ena.org' and 'MD5430MW', a 'Log in' button circled in red, and a 'Forgot Password?' link.

2. Click 'Claim CE' in Swapcard to access the Claim Contact Hour Task List. You will see the following on your screen.



The screenshot displays a task list under the heading 'CLAIM CONTACT HOURS'. It includes a sub-heading 'TASKS (You have 3 left to complete out of a total 3 assigned tasks)'. The tasks listed are: 'Contact Hour Claim' (task is due Monday, January 31, 2022) with 0.00 CNE Contact Hrs claimed; 'Overall Evaluation' (task is due Monday, January 31, 2022) with evaluation started Monday, August 30th, 3:59 PM; and 'Download Certificate'. Below the tasks is a section for 'SELECTED SESSIONS' which states 'No sessions have been selected.' The 'Contact Hour Claim' task title is circled in red.

3. Complete the Tasks in this order:
  - a. Contact Hour Claim
  - b. Overall Evaluation
  - c. Download Certificate

4. Click 'Contact Hour Claim' to begin Task. You will see the Contact Hour Claim page.

**CONTACT HOUR CLAIM** Submit

**ADMIN MODE:**  
Check this box to disable task achievements when you submit data on this page.  Disable Achievements

You must attest that you attended each session you are claiming contact hours, as well as submit an overall conference evaluation in order to access your certificate. Please do not claim your certificate until you have fully completed your evaluations.

Sort by Date Wed, Sep 22nd Filter sessions...

Wednesday, September 22nd Collapse

12:00 PM - 12:00 PM (4)

12:00 PM - 12:00 PM	ON DEMAND: A Bloody Mess: The Acutely Bleeding Patient	1.25 Contact Hr	Unlock Evaluation
12:00 PM - 12:00 PM	ON DEMAND: Addressing Adultification of Black Pediatric Patients in the Emergency Department: A Framework to Decrease Disparities	1 Contact Hr	Unlock Evaluation
12:00 PM - 12:00 PM	ON DEMAND: Bringing Diversity to the Chart: Inclusive Documentation in the ED		Unlock Evaluation
12:00 PM - 12:00 PM	ON DEMAND: Color-Me Unbiased: Resolving Racial Inequality in Healthcare		Unlock Evaluation

5. Identify the session(s) you wish to claim contact hours. Sessions can be sorted by the following:
  - a. Alphabetically
  - b. Status
  - c. Track
  - d. Date
6. Click 'Unlock Evaluation' to open the Session Evaluation.

**Session Evaluation** Submit

Resuscitation, Clinical Knowledge  
Wednesday, September 22nd  
12:00 PM - 12:00 PM

**ON DEMAND: A Bloody Mess: The Acutely Bleeding Patient**  
Primary Speaker: Wanda S. Pritts, MSN, RN, CNS, CCRN, CEN - Donnelly College

I attest I attended this session. Please provide any feedback on this session. (Required)

Yes I attended. No feedback.

Submit

7. Attest you have attended the chosen session.
8. Provide any feedback regarding this session.
9. Click 'Submit' to save Session Evaluation. You will return to the Contact Hour Claim page.

**NOTE:** Contact hours cannot be awarded unless you complete this Task. You will complete the Session Evaluation for **each** session you wish to claim contact hours.

10. Once you have attested to and evaluated **all** sessions, click the 'Submit' to **claim** your contact hours. You will be taken back to the Task list.

**CONTACT HOUR CLAIM** Submit

**ADMIN MODE:**  
Check this box to disable task achievements when you submit data on this page.  Disable Achievements

You must attest that you attended each session you are claiming contact hours, as well as submit an overall conference evaluation in order to access your certificate. Please do not claim your certificate until you have fully completed your evaluations.

Sort by Date Wed, Sep 22nd Filter sessions...

Wednesday, September 22nd Expand

12:00 PM - 12:00 PM (4)

12:00 PM - 12:00 PM	ON DEMAND: A Bloody Mess: The Acutely Bleeding Patient	1.25 Contact Hrs	Evaluation Completed
12:00 PM - 12:00 PM	ON DEMAND: Addressing Adulteration of Black Pediatric Patients in the Emergency Department: A Framework to Decrease Disparities	1 Contact Hr	Evaluation Completed
12:00 PM - 12:00 PM	ON DEMAND: Bringing Diversity to the Chart: Inclusive Documentation in the ED		Evaluation Completed
12:00 PM - 12:00 PM	ON DEMAND: Color-Me Unbiased: Resolving Racial Inequality in Healthcare		Unlock Evaluation

11. Next, click 'Overall Evaluation' to begin this Task.

**Overall Evaluation** Submit

Identify knowledge gained and/or a practice you will implement because of participating in Emergency Nursing 2021. (Required)

Enter response here...

Identify one area of improvement you assessed regarding the conference accredited education. (Required)

Enter response here...

12. Provide a short answer for each question. When complete, click 'Submit' to be taken directly to the Download Certificate Task.

13. There are three options on how to receive your certificate:
- Print
  - Save as PDF
  - Email (will be sent to email address used to register for conference)



**NOTE:** You can continue to claim contact hours until **11:59pm (Central), Monday, January 31, 2022**. Be sure to click 'Submit' after each change so the number of contact hours is updated. Also do not forget to access an updated copy of the certificate. No contact hours will be awarded after this date; however, you will still have access to the certificate