CloudCME

These instructions assume you have an active account in CloudCME®. *If you have not logged in to complete your profile, you will receive an error message*. Please log in and complete your profile **before** doing the steps below.

Step 1: Pair your mobile phone to your CloudCME® account. Text your CMH email address, entered in your Profile, to **855-966-4664**. You will receive a text message that your phone number has been updated. This is a one-time operation.
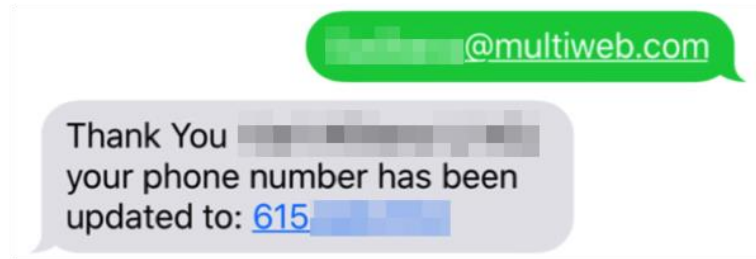
Step 2: To record your attendance for an activity, text the Activity ID or Activity Code provided for at the activity[1]. You will receive a text message verifying activity attendance has been recorded.

You can only record your attendance 60 minutes prior to the meeting, during the activity or 120 minutes after the meeting.

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[1] **You must text an SMS text message not an iMessage, if using iOS.**

Children's Mercy KANSAS CITY

Potential Issues/Error Messages:

You will receive an incomplete profile text message if you try to text your attendance and have a missing degree and/or profession in your profile. Please complete the fields in your CloudCME® profile before texting attendance.

> Unfortunately, your profile is incomplete and your attendance could not be recorded. Please update your profile and text in attendance again.

You can only record attendance once to an activity. If you try to record attendance an additional time, you will receive the following text message.

> 25

> Thank you ▪▪▪▪▪▪▪ ▪▪ however your attendance for Test Course has already been recorded.

If you attempt to record your attendance to an activity for which you are not registered (if registration is required for that event), you will receive the following text message.

> 25

> Sorry ▪▪▪ ▪▪▪▪▪▪▪ ▪▪ but this activity requires pre-registration before you can record your attendance for Test Course Please ensure that you are registered for this event at:https://▪▪▪.cloud-cme.com/