

Welcome to the 2025 RSS Annual Workshop

You're in the right place!
We will be starting at **10:00 AM**.

Before we begin, download your session handouts:

- ✓ Agenda and Notes Page
- ✓ Quick Reference Guide-Tips & Tricks

We will also pop these into the chat.

Let's make the most of today — we'll be live shortly!

2025 RSS Annual Workshop
Office of Continuing Education

UTSouthwestern
Medical Center

Meet the Team

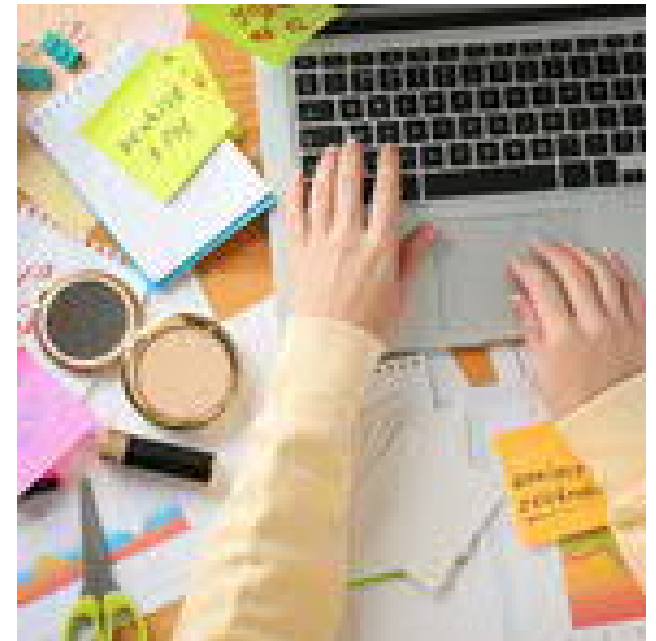
SENIOR PROGRAM COORDINATORS		PROGRAM COORDINATORS		PROGRAM MANAGER	
Mark Vinciguerra		Cindy May		Kimberly Jones	
Elysa Hausmann		Brandon Wilson			

Quote of the Day







“Education is the most powerful weapon which you can use to change the world.

And luckily for you, you get to wield it every day—
just with a lot more paperwork!”

— Adapted from Nelson Mandela



What You'll Learn

-  Key CME stats & outcomes
-  Creating sessions & adding faculty
-  Managing disclosures & finances
-  Ethics credits explained
-  Tips & tricks for smooth coordination
-  Important updates & reminders

Type Questions into the Chat!


Introduction-Waterfall Activity Instructions

1. I will pose a question.
2. Think of your response.
3. Listen for my cue, "1,2,3 TYPE." Type it into the chat, BUT DO NOT HIT SEND.
4. Listen for my next cue, "3,2,1 SEND." We will all SEND at the same time, and your words will flow through like a waterfall.

What is one word that comes to mind when you think about the RSS process?



TODAY'S AGENDA- WHY IT MATTERS

- I.  Our CME Program
 - Stats, Outcomes & Evaluations
- II. Process Review
 - Creating Sessions
 - Adding Faculty/Disclosures/Mitigation
 - Tips & Tricks
- III. Reminders, Updates & Announcements
- IV. Q&A – Your Questions Answered
- V. Closing Remarks

ACCME TRENDS (National) (2024 Data)



1,561 ACCME accredited providers
(United States)

Compared to 2023

- Number of accredited educational **activities decreased by 12%**
- Number of **learner interactions decreased by 34 %**
- **Increased activities observe & measure performance/impact**
- **Continued Growth in Joint Accreditation for Interprofessional Education**

Accreditation Council for Continuing Medical Education. 2024. ACCME Data Report:

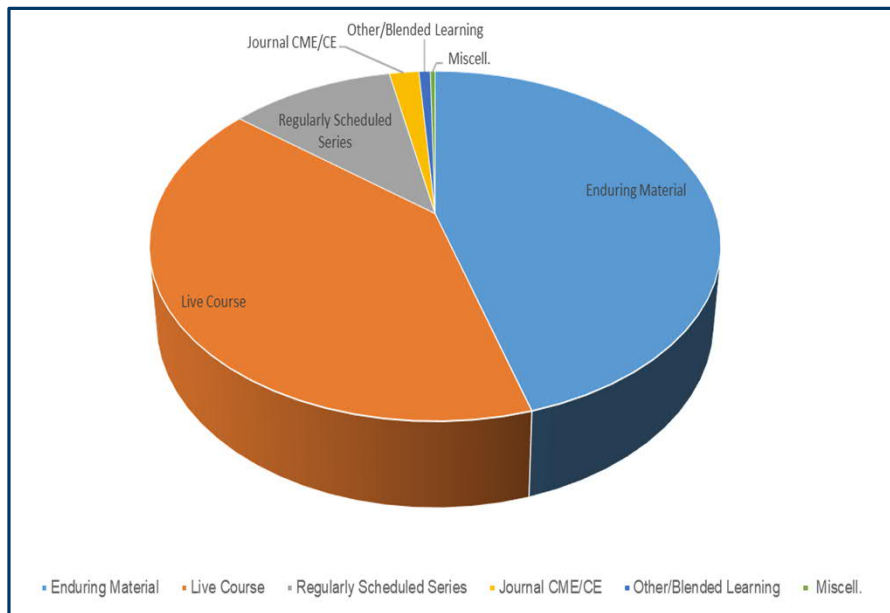
<https://accme.org/resource/accme-2024-data-report-pdf/> .

(Author Note: Miscell. category combines 6 other reported activity types; activity type distribution same as 2023)

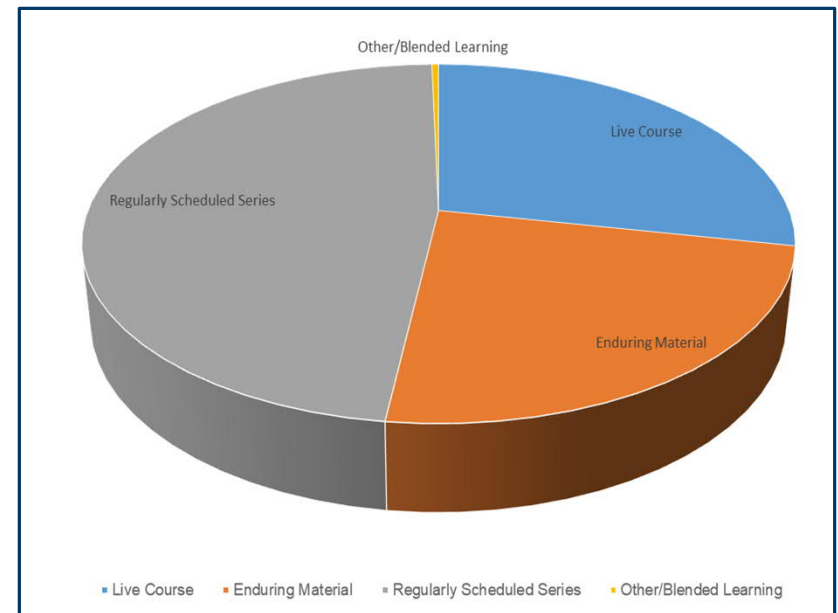
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CME Activity Types (2024 Data)

ACCME



UTSW



Accreditation Council for Continuing Medical Education. 2024. ACCME Data Report:
<https://accme.org/resource/accme-2024-data-report-pdf/>.

(Author Note: Miscell. category combines 6 other reported activity types; activity type distribution same as 2023)

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Summary of CME Activities (2024 Data)

Number of Accredited CME Activities

- 277

RSS = 122

Number of Physician Learner Interactions

- 40,652

RSS = 38,220

Number of Non-Physician Learner Interactions

- 11,546

RSS = 9,998

Number of Total Learner Interactions

- 52,198

RSS = 48,218

Regularly Scheduled Series (RSS) Outcomes Results (2024 DATA)




- 71 RSS activities evaluated
- 241 learners offered responses to open-ended questions
- 193 (80%) indicated their ability to apply learning obtained from the RSS activities to clinical practice

UTSW CME Program Evaluation and Outcomes Goals (FY2026 and Beyond!)



- Increasing number of activities measuring advanced outcomes (Moore's Level 4 and higher)
- Developing a standard evaluation to measure the effectiveness of interprofessional education in team-based CME activities.
- Creating a strategic alignment reporting system for tagging CME activities identifying how they directly align with institutional goals and initiatives.

TODAY'S AGENDA-THE PROCESS

- I. Our CME Program
 - Stats, Outcomes & Evaluations
- II.  Process Review (RSS Essentials: Quick Reference)
 - Creating Sessions
 - Adding Faculty/Disclosures/Mitigation
 - Tips & Tricks
- III. Reminders, Updates & Announcements
- IV. Q&A – Your Questions Answered
- V. Closing Remarks

Creating RSS Sessions



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Series link provided (Bookmark!)

- Annually
- Upon training completion

000 RSS Coordinator CME Compliance Training 2024 - 2025

View Edit Features Financials Group Group report Revisions Clone

Features

Group home
Home
Sessions

Add content

Session

Admin

Edit Series
Features
Members
Group menu
Group dashboard
Workflow dashboard

Series date:

01/01/2024 - 12:00am CST to 12/31/2024 - 11:00pm CST

Series location:

UT Southwestern Medical Center Virtual - Teams
Dallas, TX
United States
See map: [Google Maps](#)

Sessions

Session	Date
000 RSS Coordinator CME Compliance Training (011824)	01/18/2024 - 1:30pm to 2:30pm CST
000 RSS Coordinator CME Compliance Training (021524)	02/15/2024 - 1:30pm to 2:30pm CST

Series Homepage

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Series link provided (Bookmark!)

- Annually
- Upon training completion

000 RSS Coordinator CME Compliance Training (011824)

View Edit Enrollments Workflow Reminders Faculty Course outline Agenda Course reports Revisions

Repeat this session Clone

Features

Group home
Home
Sessions

Add content

Session

Admin

Edit Series
Features
Members
Group menu
Group dashboard
Workflow dashboard

SMS Code

SOTSOG

Session date:

01/18/2024 • 1:30pm to 2:30pm CST

Add to calendar:



1.00 AMA

Enrollments are closed.

File attachments:

[Ethos RSS Module Coordinator Training-CURRENT.pdf](#)

Session Page

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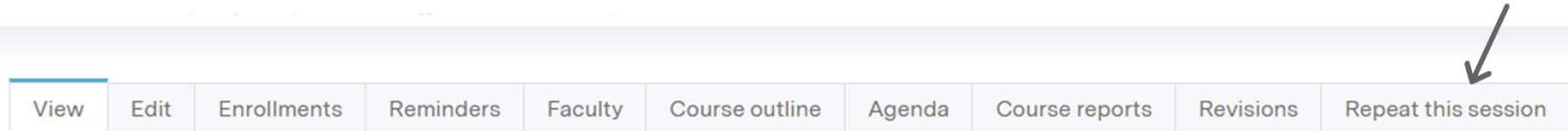
Create link for individual session

- As soon as sessions are confirmed
- Minimum: 2 weeks prior-to session

Add a Session: Option 1 (preferred)

Create new individual sessions in your RSS series page (if not already done so)

- **Option 1: "Repeat this session"**
 - Open a current session in your RSS page
 - Click "Repeat this session" tab on top tool bar (PREFERRED METHOD)
 - Set frequency (I.e. every Friday, 2nd Monday, etc.)
 - Set end date for current calendar or fiscal year as applicable
 - Note: You may still use this function to create 1 session at a time by setting the frequency end date



View	Edit	Enrollments	Reminders	Faculty	Course outline	Agenda	Course reports	Revisions	Repeat this session
------	------	-------------	-----------	---------	----------------	--------	----------------	-----------	---------------------

Create link for individual session

- As soon as sessions are confirmed
- Minimum: 2 weeks prior to session

Add a Session: Option 2

Click "Session" to add new session on Series home page

000 RSS Coordinator CME Compliance Training 2024 - 2025

View Edit Features Financials Group Group report Revisions Clone

Features
Group home
Home
Sessions

Add content
Session

Admin
Edit Series
Features
Members
Group menu
Group dashboard
Workflow dashboard

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Sessions

Session	Date
000 RSS Coordinator CME Compliance Training (011824)	01/18/2024 - 1:30pm to 2:30pm CST
000 RSS Coordinator CME Compliance Training (021524)	02/15/2024 - 1:30pm to 2:30pm CST

Edit session information

•Refer to instructions

The screenshot shows a web interface for editing session information. At the top, there is a navigation bar with tabs: View, Edit, Enrollments, Workflow, Reminders, Faculty, Course outline, Agenda, Course reports, Revisions, and Repeat this session. The 'Edit' tab is selected. On the left side, there is a sidebar with a list of options: Title & description *, Time & place *, Course settings, Credit settings, Workflow, Publishing, and Attachments. The main content area is divided into two sections. The top section is titled 'Title *' and contains a text input field with the placeholder text '000 RSS Coordinator CME Compliance Training "TITLE" (MMDDYY)'. An arrow labeled 'Step 2' points to this input field. The bottom section is titled 'Body (Edit summary)' and contains a rich text editor with various formatting options (bold, italic, underline, bulleted list, numbered list, link, unlink, source, etc.) and a text area for entering the session body content.

Step 1: Select "Edit" Tab

Step 2: Insert Session Title

RSS Series Title "SESSION TITLE" (MMDDYY)

Example: 123 Internal Medicine Grand Rounds "Equity Teaching Rounds" (041423)

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Edit session information

•Refer to instructions

Step 1: "Time & Place"

Step 2: Check Date & Time

Step 3: Insert info about location

The screenshot shows a web interface for editing session information. The top navigation bar includes tabs: View, Edit, Enrollments, Workflow, Reminders, Faculty, Course outline, Agenda, Course reports, Revisions, and Repeat this session. The left sidebar contains a list of settings: Title & description, Time & place, Course settings, Credit settings, Workflow, Publishing, and Attachments. The main content area is titled 'Live' and contains the following fields:

- Session date:** A section with a note: "The current site time is 9:04am CST. Please enter a time in -06:00 America/Chicago." It includes two date-time pairs. The first pair has a date field with "11/14/2024" and a time field with "09:04am". The second pair has a date field with "03/20/2025" and a time field with "01:30pm".
- Location:** A section with the following fields:
 - Location name (with a hint: "e.g. a place of business, venue, meeting point")
 - Street
 - Additional
 - City
 - Country (a dropdown menu showing "United States")
 - State/Province (a dropdown menu showing "Select")
 - Postal code

Step 2

Step 3

Edit session information

•Refer to instructions

Step 1

The screenshot shows a web interface for editing session information. On the left is a sidebar with a menu containing: 'Title & description', 'Time & place', 'Course settings', 'Credit settings', 'Workflow', 'Publishing', and 'Attachments'. A red arrow labeled 'Step 1' points to the 'Credit settings' menu item. The main content area has a top navigation bar with tabs: 'View', 'Edit', 'Enrollments', 'Workflow', 'Reminders', 'Faculty', 'Course outline', 'Agenda', 'Course reports', 'Revisions', and 'Repeat this session'. The 'Edit' tab is active. Below the navigation bar, the 'Course credit settings' section is expanded, showing the instruction 'Set the credit settings for this course.' Below this are three sub-sections: 'AMA (Inactive)', 'Self-Assessment (MOC) (Inactive)', and 'Attendance (Inactive)'. Each sub-section has an 'Active' checkbox, a 'Variable credit' checkbox, an 'Increments' input field (all set to 0.25), 'Min' and 'Max' input fields (all set to 0.00), a 'Code' input field, and an 'Expiration type' dropdown menu (all set to 'None'). A red arrow labeled 'Step 2' points to the 'Active' checkbox in the AMA section. A red arrow labeled 'Step 3' points to the 'Max' input field in the AMA section. Another red arrow labeled 'Step 3' points to the 'Max' input field in the Attendance section. A red arrow labeled 'Step 4' points to the 'Save' button at the bottom right of the form.

Step 1: Click Credit Settings

Step 2: Expand AMA & Attendance Sections, ensure BOTH are marked "ACTIVE"

Step 3: Input the # of Credits for the Session in the Max Section

Step 4: Select "SAVE"

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Edit session information

•Refer to instructions

Step 1

View Edit **Enrollments** Workflow Reminders Faculty Course outline Agenda Course reports

Administer Search and enroll Waitlist **Settings** Import Imported records Signup broadcast Sign-in sheet

Enrollments are
Open ▾

Send signups to
Email address where notification of new signups will be sent. Leave blank for no notifications.

▼ SMS

Open attendance 1 hours 0 minutes before ▾ start date
Close attendance 24 hours 0 minutes after ▾ start date

Step 2

Step 3

Step 1: Select "Enrollments" Tab and then select 'Settings'

Step 2: Ensure settings reflect 1 hour before and 24 hours after

STEP 3: Scroll down and click SAVE.

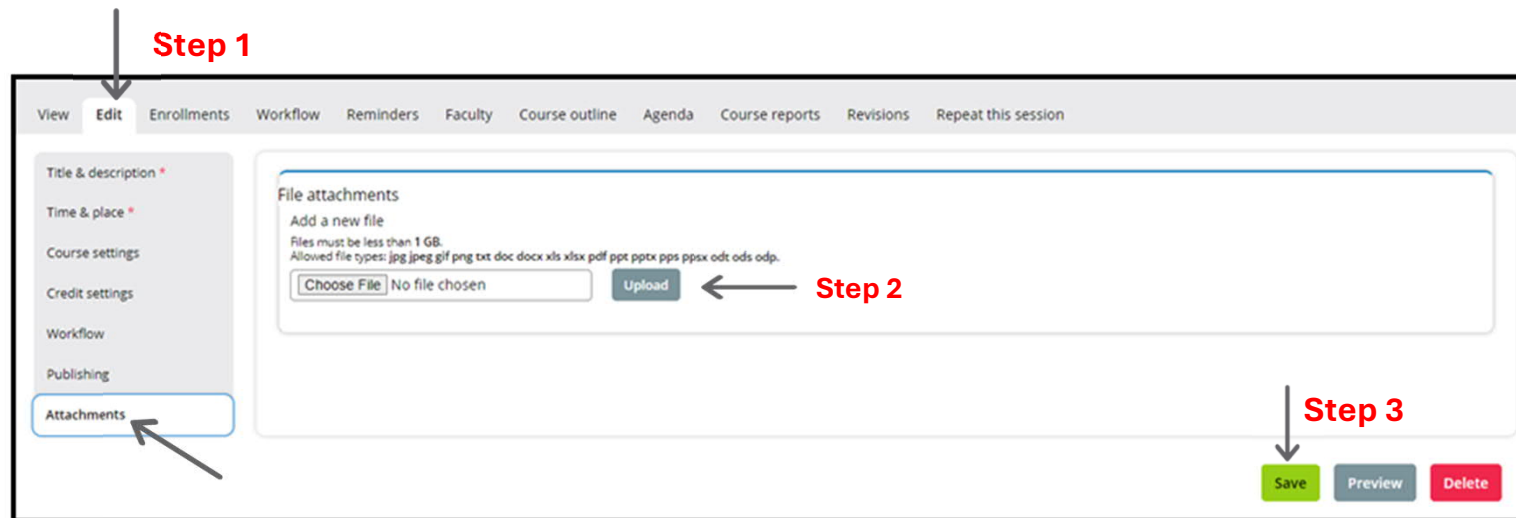
Signup limit
Maximum number of users who can sign up before signups are automatically closed. If set to 0, there is no limit.

Save configuration Reset to defaults

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Upload documentation to Attachments tab

- All session information is ready
- Minimum 3 days prior-to session



Step 1: Select "edit" tab and then select "attachments sub tab

Step 2: Select Choose file and upload both Announcement and Disclosure to Learner (DTL) documents

- naming convention for documents ###_MMDDYY_DTL / ###_MMDDYY_Announcement

Example: 123_041223_Announcement

Step 3: Select SAVE

Set workflow to Needs Review

- All session information is ready
- Minimum 3 days prior-to session

Step 1

Step 1: Select "Edit"
Tab and then
"Workflow" subtab

Step 2: Change Target
State to "Needs
Review"

*Change Target State at
least 3 business days
prior to session date.

Step 3: Select "SAVE"

The screenshot shows a web interface for managing a course. The top navigation bar includes tabs: View, Edit, Enrollments, Workflow, Reminders, Faculty, Course outline, Agenda, Course reports, Revisions, and Repeat this session. The 'Edit' tab is active. On the left, a sidebar contains links: Title & description, Time & place, Course settings, Credit settings, Workflow, Publishing, and Attachments. The 'Workflow' link is highlighted. The main content area shows the 'Target state' section with two radio buttons: 'New' (selected) and 'Needs review'. An arrow points from 'Step 2' to the 'Needs review' option. Below this is a 'Workflow comment' section with a text area. At the bottom right, there are three buttons: 'Save' (green), 'Preview' (grey), and 'Delete' (red). An arrow points from 'Step 3' to the 'Save' button.

Step 3

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Session feedback or approval

- CE office
- System notifications

View Edit Enrollments **Workflow** Reminders

Target state

☐ Needs review

☒ Feedback ←

If additional information is needed, CE Coordinator will change the target state to "Feedback"

This will initiate a system automated email to the RSS Coordinator with the session link for review.

Comments from your CE Coordinator can be found in the "Workflow" tab



Old State	New State	By	Comment
In review	Feedback	Briauna Ryans	Feedback will appear here
Needs review	In review	Briauna Ryans	
New	Needs review	Briauna Ryans	
(creation)	New	Briauna Ryans	

Collect Event ID

- CE office upon approval
- 2 days prior-to session

Step 1: Click link in system email after "approval received"

Step 2: Collect Event ID/SMS Code

Step 3: Share Code with learners on day of session

The screenshot displays the interface for a CME training session titled "000 RSS Coordinator CME Compliance Training (011824)". At the top, there is a navigation bar with tabs: View, Edit, Enrollments, Workflow, Reminders, Faculty, Course outline, Agenda, Course reports, and Revisions. Below this, there are buttons for "Repeat this session" and "Clone".

On the left side, there is a sidebar menu with the following sections:

- Features**
 - Group home
 - Home
 - Sessions
- Add content**
 - Session
- Admin**
 - Edit Series
 - Features
 - Members
 - Group menu
 - Group dashboard
 - Workflow dashboard

The main content area on the right contains the following information:

- SMS Code**: SOTSGO (indicated by a black arrow pointing to it)
- Session date**: 01/18/2024 - 1:30pm to 2:30pm CST
- Add to calendar**: Icons for Google Calendar, Yahoo!, Outlook, and a calendar icon with the number 9.
- 1.00 AMA**
- Enrollments are closed.**
- File attachments**: A link to "Ethos RSS Module Coordinator Training-CURRENT.pdf".

Adding Faculty In Ethos

The screenshot shows the 'Adding Faculty' form in the Ethos system. The form is divided into several sections with tabs at the top: View, Edit, Enrollments, Workflow, Reminders, Faculty, and Course outline. The 'Faculty' tab is selected. Below the tabs, there are sub-tabs: Add faculty, Faculty list, All forms, and Financial relationships. The 'Add faculty' sub-tab is active. The form contains the following fields and sections:

- Step 1:** Select 'Faculty' Tab (indicated by a red arrow pointing to the 'Faculty' tab).
- Step 2:** Select 'Add faculty' (indicated by a red arrow pointing to the 'Add faculty' sub-tab).
- Step 3:** Enter the user's name in the 'User' field (indicated by a red arrow pointing to the 'User' input box).
- Step 4:** Select Faculty Role (indicated by a red arrow pointing to the 'Faculty details' section, which includes roles like Committee member, Course Director, Medical director, Moderator, Peer reviewer, Planner, and Speaker).
- Step 5:** Select 'Add faculty' (indicated by a red arrow pointing to the 'Add faculty' button at the bottom of the form).

Additional fields include 'Email' (with a note: 'Enter an email for users who do not yet exist.'), 'Form type' (with options: Disclosure Attestation, **do not use, CME Educational Materials Permission Form), 'Status' (with option: Published), and 'Send email notification' (checkbox).

Step 1: Select "Faculty" Tab

Step 2: Select Add Faculty

Step 3: Type Faculty Name in the user box-

- IF it does not populate, they do not have a profile
- Enter their Email address in the email box to add

Step 4: Select Faculty Role (can have multiple roles)

- (do not need to select a Form Type or Publish it)

Optional NEW faculty only: Select Send Email Notification (to have automated email sent to faculty to inform them to complete their disclosure)

Step 5: Select Add Faculty (Repeat for All Faculty)

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Review Disclosures

The screenshot shows a web interface for managing faculty disclosures. At the top, there is a navigation bar with tabs: View, Edit, Enrollments, Workflow, Reminders, **Faculty**, Course outline, Agenda, Course reports, Revisions, and Repeat this session. Below the navigation bar, there are buttons: Add faculty, Faculty list (highlighted with a red arrow and 'Step 1'), All forms, and Financial relationships. Below these buttons, there is a form with a Name input field, a Role dropdown menu (set to '- Any -'), and an Apply button. Below the form, there is an Operations section with buttons: Enroll Faculty, Fetch relationships, Modify Published State, Send e-mail, and Unenroll Faculty (highlighted with a red arrow and 'Step 2'). Below the Operations section, there is a table with the following columns: First name, Last name, Role, Email, Disclosure date, Published, Enrolled, and Relation. The table contains two rows of data. The first row is for a faculty member named Elysa Hausmann, with a role of Committee member, email elysa.hausmann@utsouthwestern.edu, and a disclosure date of 02/24/2025. The second row is for a faculty member named Planner, with a role of Planner, email elysa@gmail.com, and a disclosure date of No. The table also shows that the disclosures are not published and not enrolled.

View Edit Enrollments Workflow Reminders **Faculty** Course outline Agenda Course reports Revisions Repeat this session

Add faculty **Faculty list** All forms Financial relationships

Name Role

Operations

0 rows selected

<input type="checkbox"/>	First name	Last name	Role	Email	Disclosure date	Published	Enrolled	Relation
<input type="checkbox"/>			Planner	elysa@gmail.com		No	No	Edit
<input type="checkbox"/>	Elysa	Hausmann	Committee member	elysa.hausmann@utsouthwestern.edu	02/24/2025	No	No	Edit

If Disclosure date is blank =
no disclosure on file

If First/Last Name is Blank =
no ethos account

Step 1: Select "Faculty" Tab

Step 2: Ensure all faculty disclosure dates are not expired, valid for 1 year from date of completion.

Request a Disclosure (new or update)

<https://cme.utsouthwestern.edu/my/edit/disclosure>

Once you click the link, you will be given the option to login or create an account.

- After you login or create an account, the assigned d/c form should be in the Faculty tab.

- If you do not see the form, please

- Click the Edit tab
- Click Financial relationships

- **Complete / Review**

- **Answer "No" or "Yes"** (list all financial relationships)
- OR
- **Review what is currently reported**, make edits as needed
- **Scroll down the page and click "SAVE"**
- Your disclosure form will be registered in our system

How to review faculty disclosures

Operations

Enroll Faculty Fetch relationships Modify Published State Send e-mail Unenroll Faculty 0 rows selected

<input type="checkbox"/>	<u>First name</u>	<u>Last name</u>	Role	<u>Email</u>	<u>Disclosure date</u>	<u>Published</u>	<u>Enrolled</u>	<u>Relation</u>	Delete	Forms
<input type="checkbox"/>	Elysa	Hausmann	Committee member	elysa.hausmann@utsouthwestern.edu	02/24/2025	No	No	Edit	Delete	



My Account

View Edit Assign credits Bookmarks Course credit log Delete

Revisions Commitments Coupons Reported credit

elysa.hausmann@utsouthwestern.edu

Profile Bio Disclosure

Profile



elysa.hausmann@utsouthwestern.edu

Profile Bio Disclosure

Financial relationships

No, I have not had a financial relationship with an ineligible company within the past 24 months

Financial relationships:

Step 3: Click the Last name of faculty and select "Disclosure" to view their disclosure.

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*If financial relationship is reported, notify your CE Coordinator **Immediately!**

Let's Pause and Process

Let's take a moment to reflect on what we've just covered.

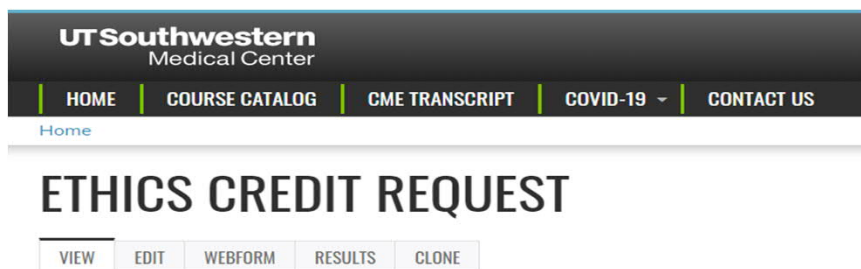
- What key takeaways stand out to you?
- Is there anything that felt particularly surprising or challenging?
- How does this connect to your current work or thinking?

Feel free to jot down a quick note or drop a thought in the chat if you'd like to share.



Ethics Credits Request

- Contact your assigned CME Program Coordinator requesting Ethics credit for a session.
- Please provide your CME Program Coordinator a copy of the presentation or detailed summary of content (no less than 2 weeks from session date).
- Your CME Program Coordinator will:
 - Complete the "Ethics Credit Request" webform in Ethos
 - Review the speaker's presentation
- Once approved, your CME Coordinator will send approval and provide you with the additional Ethics credit designation statement that you will need to include on your Announcement document.



The screenshot shows the top navigation bar of the UT Southwestern Medical Center website. The navigation bar includes links for HOME, COURSE CATALOG, CME TRANSCRIPT, COVID-19, and CONTACT US. Below the navigation bar, the text 'Home' is visible. The main heading of the page is 'ETHICS CREDIT REQUEST'. Below this heading, there are five buttons: VIEW, EDIT, WEBFORM, RESULTS, and CLONE.

SELECT CONTENT RELATED TO ETHICS &/OR PROFESSIONAL RESPONSIBILITY *

Please select all that apply

- ☐ professional behaviors (e.g., honesty, integrity, appropriate conduct, responsibilities)
- ☐ ethical dilemmas or controversies (e.g. End of life care, conflicts of interest)
- ☐ fiduciary responsibility (e.g., fair claims practices)
- ☐ social justice
- ☐ risk management
- ☐ Other...

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Ethics Credits

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Reminders

Ethics is not an extra credit, rather it works like dual credit in schools today.
A portion of CME Credit is DESIGNATED also for Ethics/Professional Responsibility requirement.

Accreditation: The University of Texas Southwestern Medical Center is accredited by the Accreditation Council for Continuing Medical Education to provide continuing medical education for physicians.

Credit Designation: The University of Texas Southwestern Medical Center designates this live activity for a maximum of 1.0 AMA PRA Category 1 Credits™. Physicians should claim only the credit commensurate with the extent of their participation in the activity.

Ethics Credit (for an activity): This activity has been designated by The University of Texas Southwestern Medical Center for 1.0 credit hour(s) in medical ethics and/or professional responsibility.

OR

Ethics Credit (for a presentation within a larger activity): The University of Texas Southwestern Medical Center designates the presentation, "TITLE" for a maximum of 1.0 hours in medical ethics and/or professional responsibility.

**Sample Ethics Designation Statement
Required to include in Announcement document
and shared with learners.**

Tips & Tricks

Registering Mobile Phone Number

My Account

View Edit Assign credits Bookmarks Course credit log Deleted credit Faculty My activities Orders Roles

Revisions Commitments Coupons Reported credit

Account Bio Profile Financial relationships **Mobile** Twitter accounts

By entering your phone number into our site, you consent to receive SMS messages from *UT Southwestern* related to your course enrollments, event updates, and continuing education credits. Message frequency will vary based on your interactions and activities. Standard data rates may apply. To opt out at any time, reply STOP to any message you receive.

Phone number*
Please enter a 10-digit mobile phone number, excluding any dashes, parentheses, or spaces.

Country
USA / Canada / Dominican Rep. / Puerto...

Confirm number

- **Step 1:** For future attendance to receive credit, type cell phone number
- **Step 2:** Select 'Confirm Number' to save to account

Registering Mobile Phone Number cont'd

My Account

View

Edit

Assign credits

Bookmarks

Course credit log

Deleted credit

Faculty

My activities

Orders

Roles

Revisions

Commitments

Coupons

Reported credit

Account

Bio

Profile

Financial relationships

Mobile

Twitter accounts

Mobile phone number

6467872626

Confirmation code

Enter the confirmation code sent by SMS to your mobile phone.

← **Step 3**

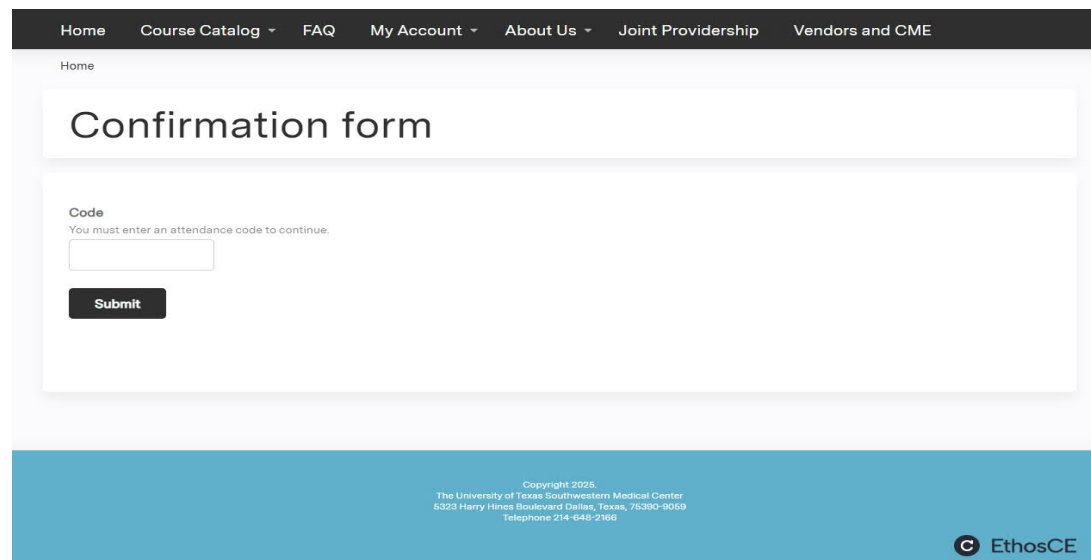
Confirm number

Delete & start over

- **Step 3:** Enter confirmation code and select 'Confirm Number'


Alternative Method for Registering Credit

- If the text messaging isn't working, alternatively, they can enter their code at the following link: <https://cme.utsouthwestern.edu/code>



The screenshot shows a web page for CME registration. At the top is a dark navigation bar with links: Home, Course Catalog, FAQ, My Account, About Us, Joint Providership, and Vendors and CME. Below this is a light gray header with the word "Home". The main content area is titled "Confirmation form". Underneath, there is a section labeled "Code" with the instruction "You must enter an attendance code to continue." and a text input field. A dark "Submit" button is located below the input field. The footer is a blue bar containing copyright information for The University of Texas Southwestern Medical Center (6320 Harry Hines Boulevard Dallas, Texas, 75390-9059, Telephone 214-648-2168) and the EthosCE logo.

TODAY'S AGENDA-WHAT'S UP IN CME

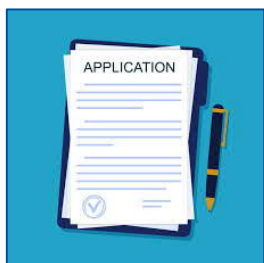
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- V. Closing Remarks**

Reminders, Updates and Announcements



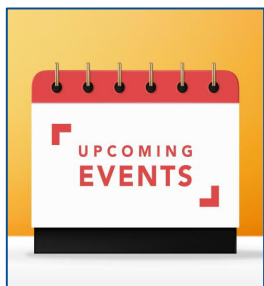
- Annual RSS Evaluation (CY25 Activities)

November



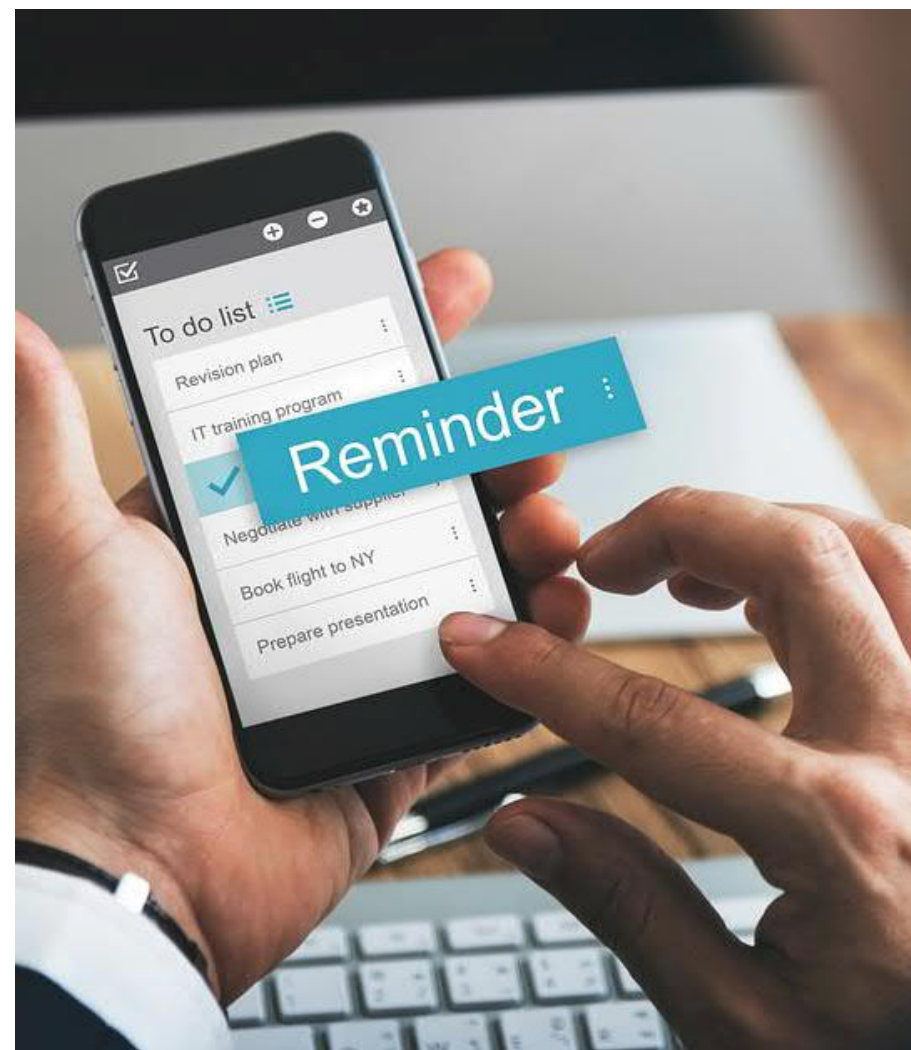
- RSS CME Applications for CY2026-2027 Cycle

November-December



- UTSW Events Calendar (and all marketing items)

Submit draft to your CE Coordinator prior to publishing for review to ensure information is accreditation compliant.



UT Southwestern
Medical Center

Reminders, Updates and Announcements



ADA: ACCESSIBILITY COMPLIANCE AND ACCOMMODATIONS

April 24, 2026



Psst...

Something
AWESOME
is coming!!

Stay Tuned!

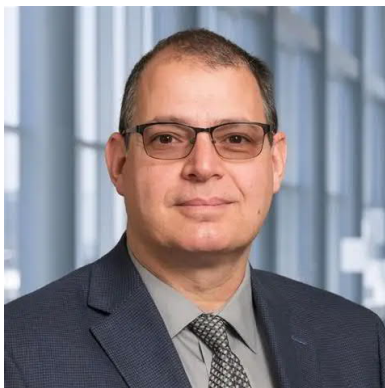
UT Southwestern
Medical Center

Reminders, Updates and Announcements

Introducing


Dr. Michael Mitakidis

Director, Office of Continuing Education




UT Southwestern
Medical Center

TODAY'S AGENDA- ASK AWAY!

- I. Our CME Program**
 - Stats, Outcomes & Evaluations
- II. Process Review**
 - Creating Sessions
 - Adding Faculty/Disclosures/Mitigation
 - Tips & Tricks
- III. Reminders, Updates & Announcements**
- IV.  Q&A – Your Questions Answered**
- V. Closing Remarks**

TODAY'S AGENDA-THANK YOU

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- V.  Closing Remarks**


Closing-Waterfall Activity Instructions

1. I will pose a question.
2. Think of your response.
3. Listen for my cue, "1,2,3 TYPE." Type it into the chat, BUT DO NOT HIT SEND.
4. Listen for my next cue, "3,2,1 SEND." We will all SEND at the same time, and your

What is one helpful tip you have learned today?



Closing

- **Thank You for Attending!**
- We appreciate your time and participation today.
- Your feedback helps us improve future sessions — please take a moment to complete our brief evaluation.
-  **Scan the QR code** to get started or click on the link we will post in the chat:

<https://forms.office.com/r/z2D2LTHRCF>

It only takes 1-2 minutes to complete — we truly value your input!



Parting Thought

**#Accredited
CMEDelivers**