

How to Pull a Certificate or Transcript

1. After you receive your “pending evaluation to complete” email, go to www.highmarksce.com/prairie/
2. Login to your account (if you do not have an account you will need to create one)



Home

Welcome to the Prairie Education and Research Cooperative site for application submission, registration and much more.
Please select an option from the menu above to continue.

Existing Account

Please enter your username and password

Username:

Password:

Forgot your username or password?
[Get it now!](#)

Create New Account

Enter the required information to create a new profile. You will be asked to validate your email address.

* - indicates a required item.

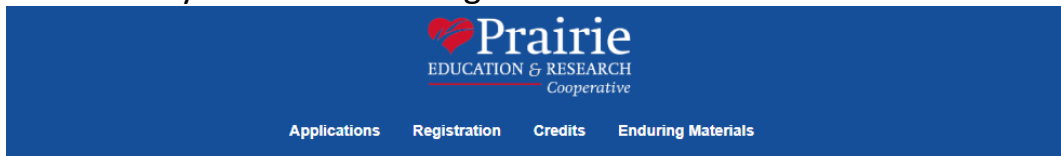
*** First Name:**

*** Last Name:**
Institution Name:
*** Preferred Email:**

This form collects name, email address and other contact information so our support team can communicate and provide assistance. Please check our [Privacy Policy](#) to see how we protect and manage submitted data.

I consent to having this contact information collected via this form.

3. Click on “My Credits” on the right hand side of the screen



My Account

To update and review your contact information, please click on the Edit Contact Information button below. Please note that all communication will be sent via email to the email address listed below. You may edit your email address through the Edit Contact Information button.

Contact Information

Anonymous Survey Record - DO NOT DELETE, MD
Attendee Interactive
2205 Warwick Way
Marriottsville, MD
410.480.8148
none@attendeainteractive.com

Data Privacy

Protecting personal data is as important as ever. Click [here](#) to review how the system protects data and what your rights are as a user.

Account Documents

Anonymous Survey Record - DO NOT DELETE

4. To download/print a certificate (for a transcript skip to step 7): find the session you would like a certificate for and select “Print Certificate” that is located next to that session.

The screenshot shows the Prairie Education & Research Cooperative website. The header includes the logo and navigation links: Applications, Registration, Credits, and Enduring Materials. The main content area is titled 'My Credits' and includes a sub-header 'Anonymous Survey Record - DO NOT DELETE'. Below this, there is a table of course credits. The 'Print Certificate' button for the selected session is circled in red. To the right, there is a sidebar with a list of user options: My Account, My Credits, My Enduring Materials, My External Certificates, My Speaker Center, and My Applications.

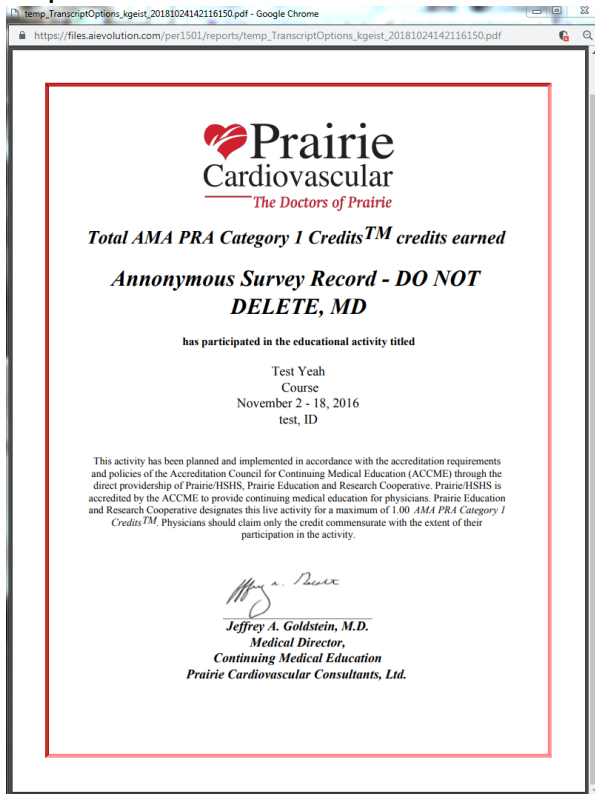
Course Year	Session	Time	Credits	Action
Test Year	11/02/2016 @ 12:30-11/18/2016 @ 12:30	1.00	Edit Session Evaluation Print Certificate Email Certificate	
Total Credits:		1.00	Print Activity Certificate Email Certificate	

5. A new window will appear and will ask you to select which type of credit you would like the certificate for.

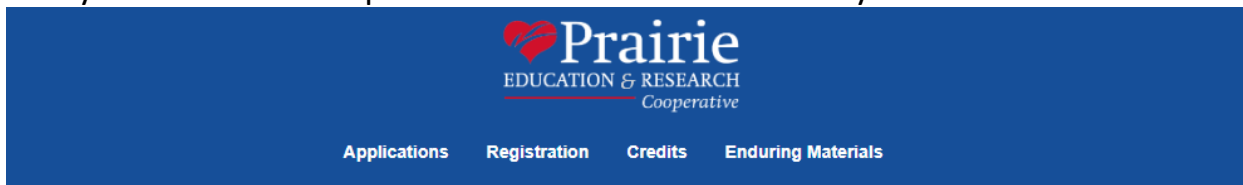
NOTE: The most common types will be AMA for physicians and Attendance for non-physicians. If you are unsure, please start with one of these or contact one of our Prairie/HSHS CME team members.

The screenshot shows a browser window displaying the 'Certificate Options' page. The page title is 'Certificate Options' and the subtitle is 'Use the options below to select your certificate accreditation statement needs.' Under the heading 'Credit Types', there is a list of options with checkboxes: AMA, Attendance, AMA - Echo, AMA - Nuclear, AMA - Other, Faculty Credit: AMA, and Faculty Credit: Echo. The 'Submit' button at the bottom of the form is circled in red.

- Your certificate will appear as a PDF document. You may now save it to your computer or print it out.



- To download/print a transcript: select the button that says “Print Transcript”. This will always be located on top of all of the sessions under “My Credits”.



My Credits

This page displays your credits awarded by session. To add credit for additional sessions, please use the option below.

[Print Transcript](#) [Email Transcript](#)

Course Yeah			
Session	Time	Credits	Action
Test Yeah	11/02/2016 @ 12:30-11/18/2016 @ 12:30	1.00	Edit Session Evaluation Print Certificate Email Certificate
Total Credits:		1.00	Print Activity Certificate Email Certificate

Anonymous Survey Record - DO NOT DELETE

- [My Account](#)
- [My Credits](#)
- [My Enduring Materials](#)
- [My External Certificates](#)
- [My Speaker Center](#)
- [My Applications](#)

8. A new window will appear and will ask you to select which type of credit(s) you would like to appear on the transcript and what date range you would like to pull the credits from.

NOTE: Any credit transcripts requests for prior to January 1, 2017 will need to be requested from one of the Prairie/HSHS CME team members as those credits were not tracked in this online system. If you do not select a date range, you will automatically receive a report for all claimed credits.

NOTE: If you are a physician and you presented at one of our accredited activities, please make sure to check Faculty Credit to see those credits on your transcript.

Prairie Education and Research Cooperative - Google Chrome

https://www.highmarksce.com/prairie/index.cfm?do=ip.editCertificateOptions&run=printCEUCertificate&style=1&previ...

Transcript Options

Use the options below to filter the transcript.

Use the date range filter to filter the transcript by when the credit was added or claimed.

All claimed/awarded credit types will be included by default. Use the credit type options to filter as needed.

Credit Types

- AMA
- Attendance
- AMA - Echo
- AMA - Nuclear
- AMA - Other
- Faculty Credit: AMA
- Faculty Credit: Echo

Claimed On Date Range

Start Date

End Date

Submit

9. Your transcript will appear as a PDF document. You may now save it to your computer or print it out.

temp_TranscriptOptions_kgeist_20181024143142250.pdf - Google Chrome
https://files.aievolution.com/per1501/reports/temp_TranscriptOptions_kgeist_20181024143142250.pdf
temp_TranscriptOptions_kgeist_20181024143142250...1 / 1

Prairie Cardiovascular
The Doctors of Prairie

Credit Summary

Print Date: October 24, 2018
January 1, 2015 - October 24, 2018

Anonymous Survey Record - DO NOT DELETE, MD
2205 Warwick Way
Marriottsville, MD

Prairie/HSHS is accredited by the Accreditation Council for Continuing Medical Education to provide continuing medical education for physicians through the the joint providership of Prairie Cardiovascular Consultants, Ltd. and Prairie Education & Research Cooperative.

Prairie/HSHS designates these educational activities for *AMA PRA Category 1 Credit*™ commensurate with the extent of their participation in the activity.

AMA

Activity Date	Session Title	Type Credit	Credit
11/02/2016	Test Yeah Course	AMA	1.00
		AMA	1.00