

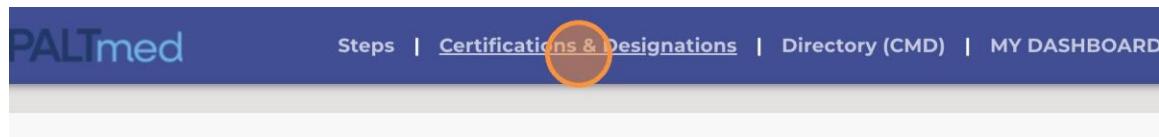
Add Self-Reported CME/CMD Credits

1. Navigate to <https://paltmed.hub.cloudgeneration.com/>

The screenshot shows the PALTmed dashboard. At the top, there is a navigation bar with links for 'Steps', 'Certifications & Designations', 'Directory (CMD)', 'MY DASHBOARD', 'Earn CME', and a user profile icon. The main content area is divided into sections:

- MY DASHBOARD - QUICK TIPS**: A light blue box containing instructions for applying for CMD Certification, including steps to get started, save progress, pay the application fee, and submit the application. It also includes a link to pay the application fee and an email address for questions.
- Achievements**: A list of achievements. The first achievement is 'Certified Medical Director', which is currently being pursued. It includes a description of the credential, a progress bar, and buttons for 'Pursuing', 'Started' (with a date of Feb 9, 2026), and 'Edit Application'. There is also a link to add self-reported CME/CMD credits.

2. Click "Certifications & Designations".



MY DASHBOARD - QUICK TIPS

Applying for CMD Certification

Step 1: Scroll down to "Achievements" and click on the "GET STARTED" button next to "Certified Medical Director"

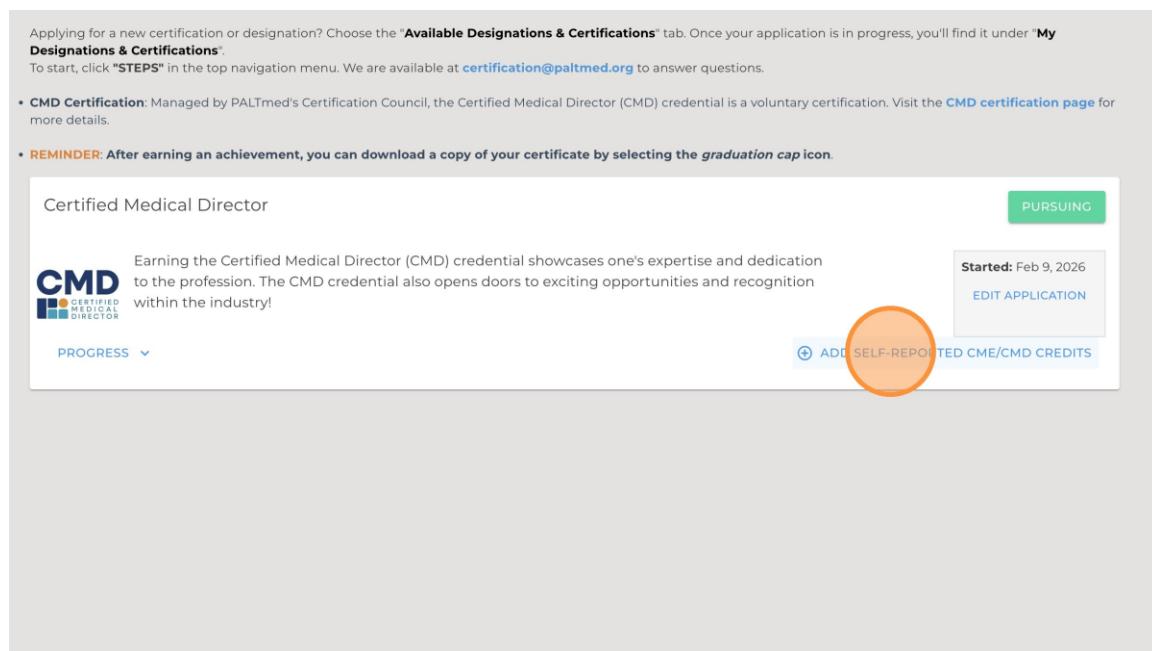
Step 2: Begin your application. You can save your progress by clicking "Save for later". Once complete, click "SUBMIT".

Step 3: Once you have started your application, you will receive an email with a link to pay your application fee. Ready to pay now? [Click application fee.](#)

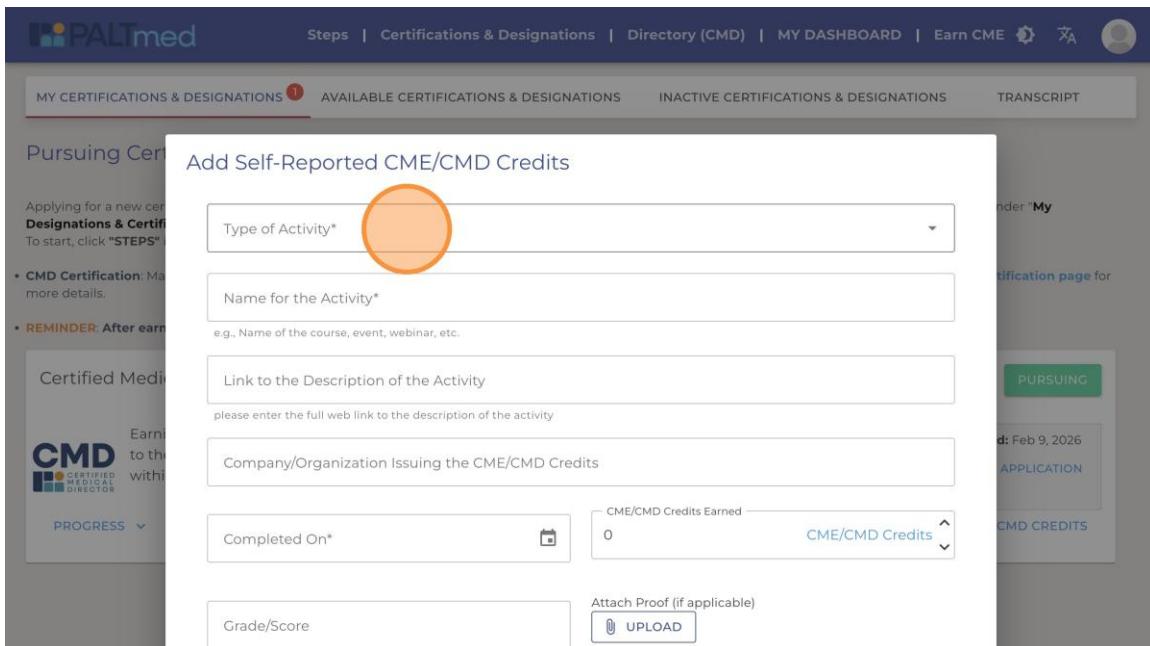
Step 4: Once you have submitted your complete application and paid the application fee, you will receive notifications via email about

Questions? Email certification@paltmed.org

3. Select the "Add Self-Reported CME/CMD Credits" on the bottom right to open the credit submission form.



4. Click the "Type of Activity" field.



MY CERTIFICATIONS & DESIGNATIONS 1 AVAILABLE CERTIFICATIONS & DESIGNATIONS INACTIVE CERTIFICATIONS & DESIGNATIONS TRANSCRIPT

Pursuing Certifications & Designations

Applying for a new certification or designation? To start, click "STEPS".

• **CMD Certification:** More details.

• **REMINDER:** After earning a CMD Certification, you must earn 100 CME/CMD credits within 3 years to maintain your certification.

Certified Medical Director (CMD) Earning a CMD Certification within 3 years of earning a CME/CMD credit.

PROGRESS

CMD CERTIFIED MEDICAL DIRECTOR

Add Self-Reported CME/CMD Credits

Type of Activity*

Name for the Activity*

Link to the Description of the Activity

please enter the full web link to the description of the activity

Company/Organization Issuing the CME/CMD Credits

Completed On*

CME/CMD Credits Earned

0 CME/CMD Credits

Grade/Score

Attach Proof (if applicable)

UPLOAD

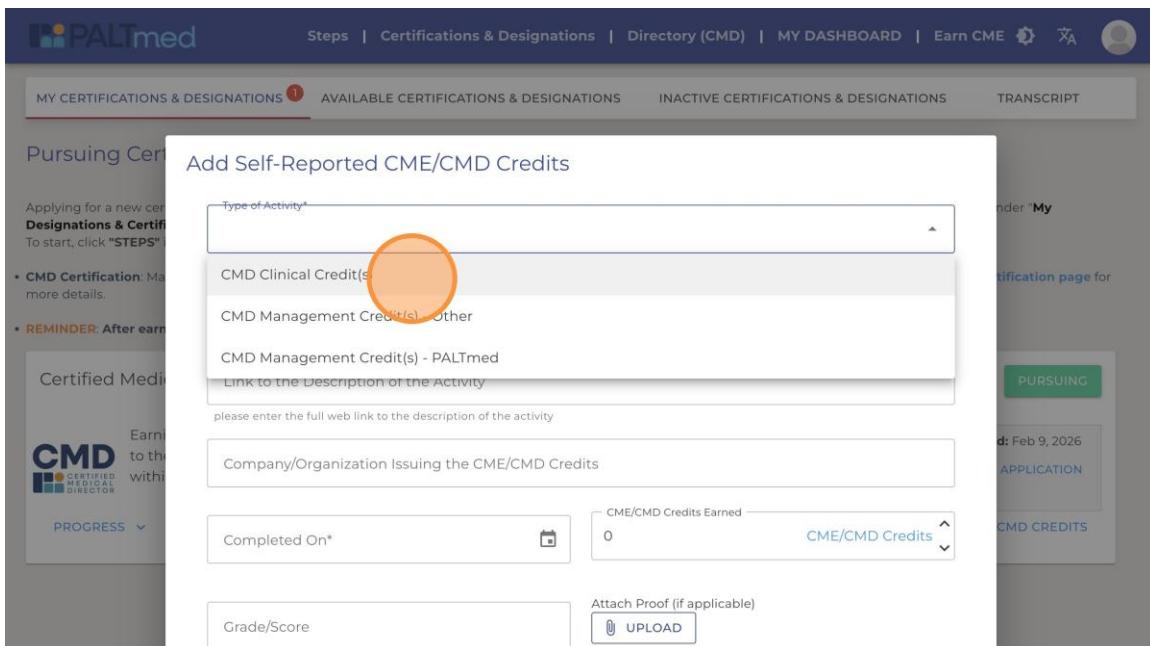
PURSUING

Feb 9, 2026

APPLICATION

CMD CREDITS

5. From the "Type of Activity" dropdown menu, select the credit of your choice to apply to your achievement.



MY CERTIFICATIONS & DESIGNATIONS 1 AVAILABLE CERTIFICATIONS & DESIGNATIONS INACTIVE CERTIFICATIONS & DESIGNATIONS TRANSCRIPT

Pursuing Certifications & Designations

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Certified Medical Director (CMD) Earning a CMD Certification within 3 years of earning a CME/CMD credit.

PROGRESS

CMD CERTIFIED MEDICAL DIRECTOR

Add Self-Reported CME/CMD Credits

Type of Activity*

CMD Clinical Credit(s)

CMD Management Credit(s) - Other

CMD Management Credit(s) - PALTmed

Link to the Description of the Activity

please enter the full web link to the description of the activity

Company/Organization Issuing the CME/CMD Credits

Completed On*

CME/CMD Credits Earned

0 CME/CMD Credits

Grade/Score

Attach Proof (if applicable)

UPLOAD

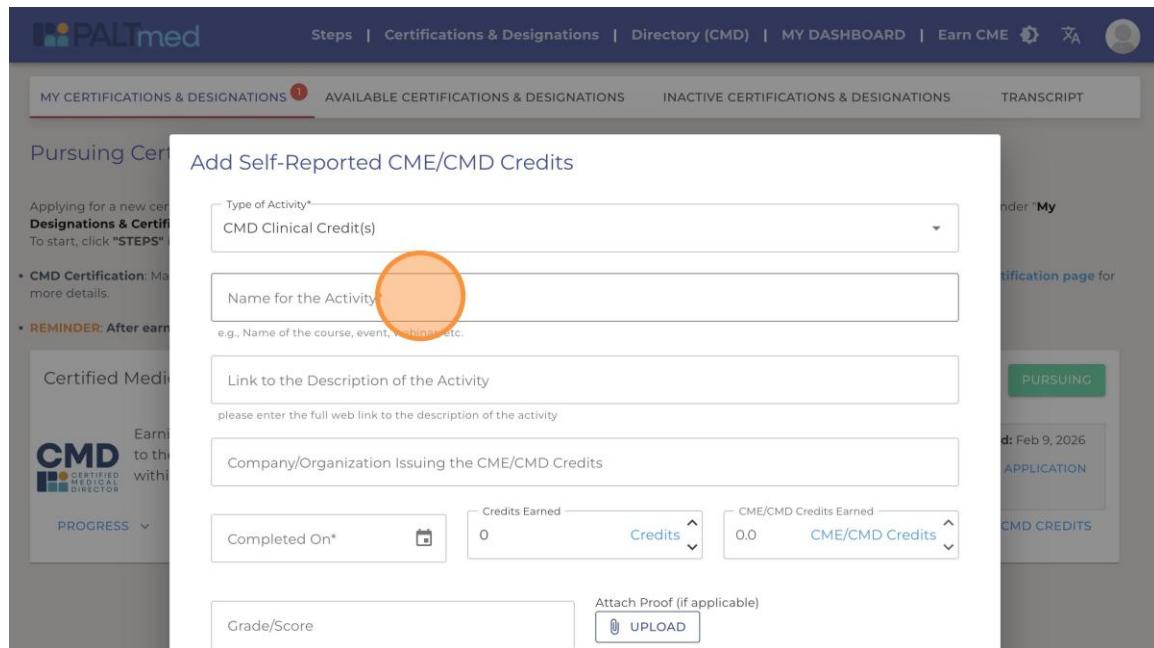
PURSUING

Feb 9, 2026

APPLICATION

CMD CREDITS

6. Input the name of the activity you perform that is applicable to the credit earned.



Applying for a new certification or designation? To start, click "STEPS".

CMD Certification: Make sure you are eligible for CMD Certification. For more details, click here.

REMINDER: After earning credits, be sure to log in to your account to update your status.

Certified Medical Director (CMD) Application

PROGRESS

Pursuing Certification

Available Certifications & Designations

Inactive Certifications & Designations

Transcript

Add Self-Reported CME/CMD Credits

Type of Activity*—
CMD Clinical Credit(s)

Name for the Activity
e.g., Name of the course, event, webinar, etc.

Link to the Description of the Activity
please enter the full web link to the description of the activity

Company/Organization Issuing the CME/CMD Credits

Completed On* 

Credits Earned
0  Credits 

CME/CMD Credits Earned
0.0  CME/CMD Credits 

Grade/Score

Attach Proof (if applicable)  **UPLOAD**

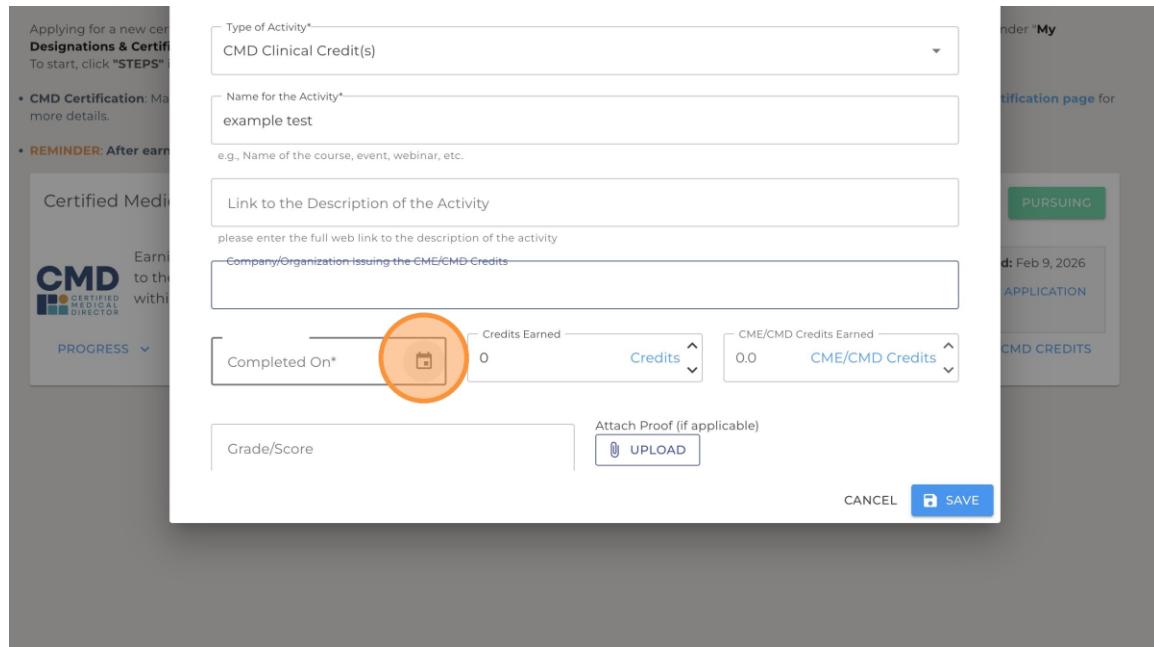
PURSUING

Feb 9, 2026

APPLICATION

CMD CREDITS

7. Select the "Completed on" calendar icon so that you can select the date you completed your activity.



Applying for a new certification or designation? To start, click "STEPS".

CMD Certification: Make sure you are eligible for CMD Certification. For more details, click here.

REMINDER: After earning credits, be sure to log in to your account to update your status.

Certified Medical Director (CMD) Application

PROGRESS

Pursuing Certification

Available Certifications & Designations

Inactive Certifications & Designations

Transcript

Add Self-Reported CME/CMD Credits

Type of Activity*—
CMD Clinical Credit(s)

Name for the Activity
example test

Link to the Description of the Activity
please enter the full web link to the description of the activity

Company/Organization Issuing the CME/CMD Credits

Completed On* 

Credits Earned
0  Credits 

CME/CMD Credits Earned
0.0  CME/CMD Credits 

Grade/Score

Attach Proof (if applicable)  **UPLOAD**

PURSUING

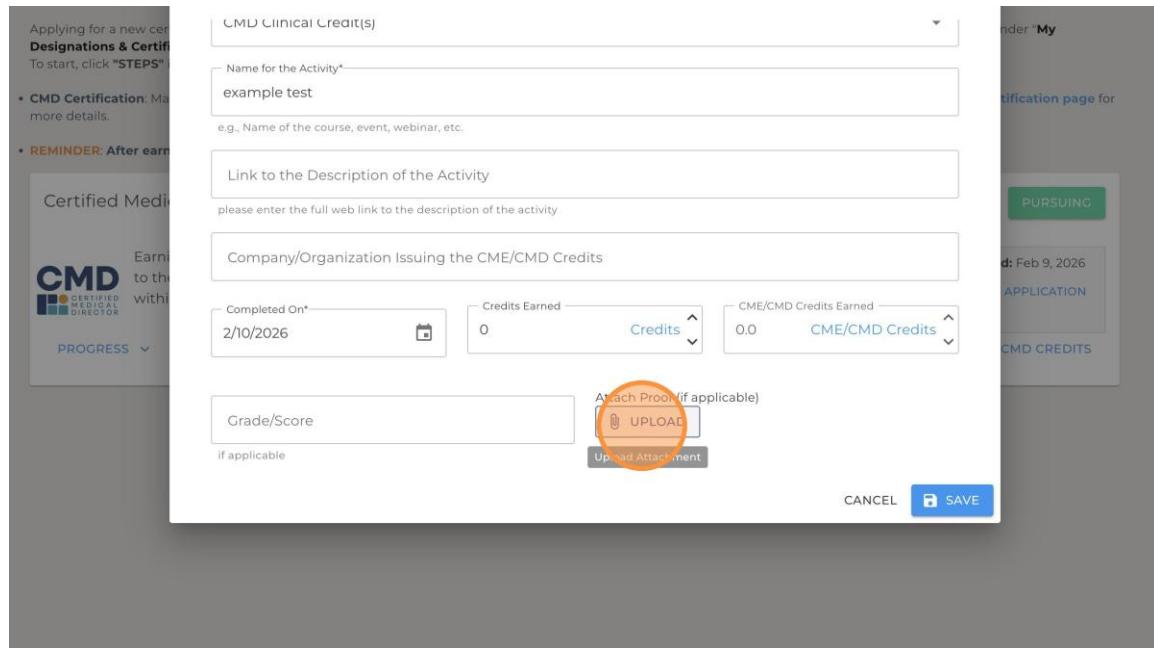
Feb 9, 2026

APPLICATION

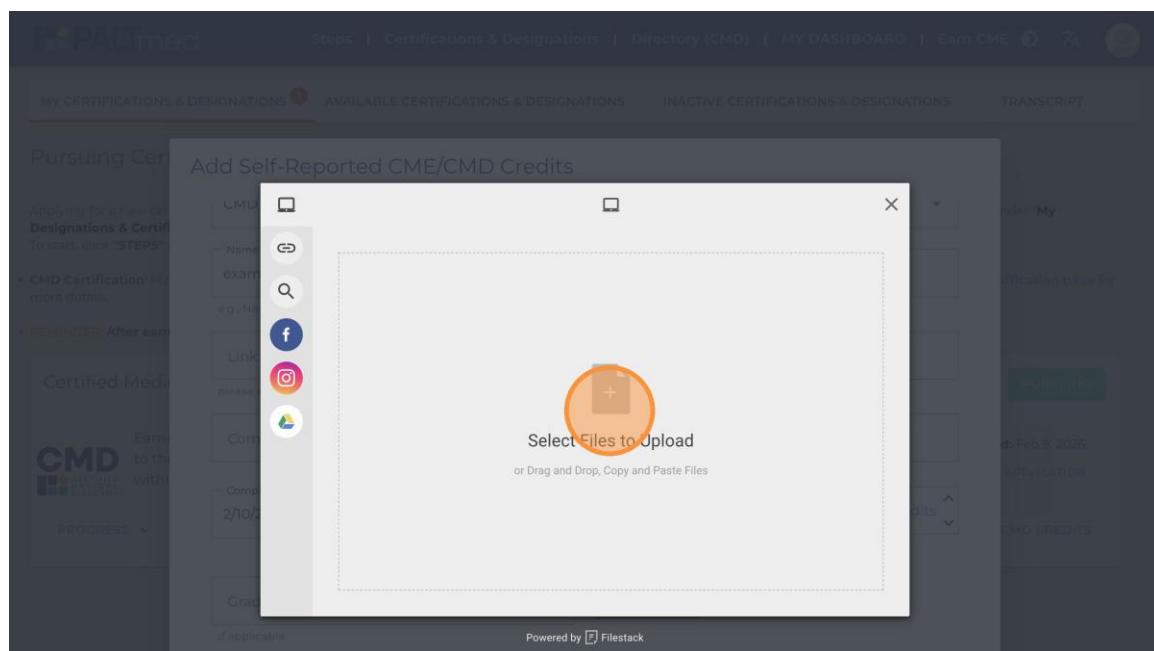
CMD CREDITS

CANCEL **SAVE**

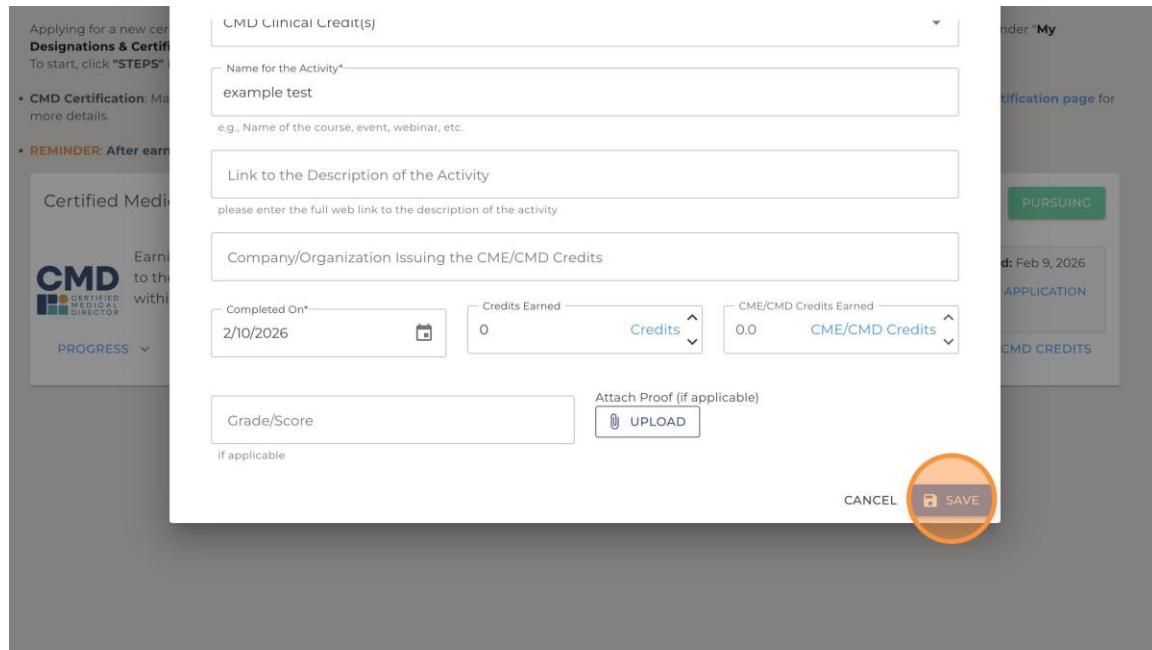
8. Click the "Upload" button next to "Attach Proof (if applicable)" to open the file selection page.



9. Select the center or drag in your proof for the credit (if applicable).



10. Click the "Save" button at the bottom right of the form to save the self-reported credit information. A "Saved!" notification will briefly appear.



The screenshot shows a modal window for 'CMD Clinical Credit(s)'. The form includes fields for 'Name for the Activity' (example test), 'Link to the Description of the Activity' (please enter the full web link to the description of the activity), 'Company/Organization Issuing the CME/CMD Credits', and 'Completed On' (2/10/2026). It also features dropdowns for 'Credits Earned' (0) and 'CME/CMD Credits Earned' (0.0). Below these are fields for 'Grade/Score' and 'Attach Proof (if applicable)' with an 'UPLOAD' button. At the bottom right, there are 'CANCEL' and 'SAVE' buttons, with 'SAVE' being highlighted with an orange circle.

11. PLEASE NOTE: There are four fields included on this form that are **OPTIONAL** to complete:

- Link to the description of the activity
- Company issuing the credits
- Grade/Score
- Attach proof (if applicable)

If you do not have this information, or it is not applicable, you do not need to include it.