Completing/Updating Disclosure(s)

Step 1: Sign In to CME Portal, [https://ucsd.cloud-cme.com/default.aspx](https://ucsd.cloud-cme.com/default.aspx). **Note:** If you are a UCSD/UCSDH employee please use SSO log in option.

If you are not a UCSD/UCSDH employee click on the Sign in or Create Account button then Create New Account

Once you have logged on to your account you will be prompted to complete your profile. Click OK and complete the registration.
Please complete the profile with as much accurate information. You will need to answer all required questions in red before you can hit submit. **If you are an UCSD/UCSDH employee, please enter your @ucsd.edu email address, not @health.ucsd.edu.** Note: If you are ever a planner, faculty, course director etc. on an activity your name and credentials as entered here will show up on activity promotions.

You will then be redirected to the main page

**Step 2:** You will see your **name on the top left** once logged on successfully.
**Step 3:** Proceed to clicking on **My Tasks**

![UC San Diego School of Medicine](image)

**Step 4:** Click on **Begin/Update** disclosure button

![MY TASKS](image)

Welcome to the UC San Diego CME Learning Portal.

Please complete the tasks assigned below. A red box indicates that the task is incomplete, and a green check mark indicates that the task has been completed.

<table>
<thead>
<tr>
<th>Global Tasks</th>
<th>Activity Tasks</th>
<th>Upcoming Presentations</th>
</tr>
</thead>
</table>

Global tasks are tasks that apply to all activities. The below tasks can be completed at any time. The below tasks will expire, and an expiration date will show.

<table>
<thead>
<tr>
<th>Status</th>
<th>Task Name</th>
<th>Expiration Date</th>
<th>Date Completed</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Disclosure of Financial Relationships</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

[Begin button]
**Step 5:** Scroll through form and complete any questions highlighted in red

**Disclosure Form Required by The Standards for Integrity and Independence**

This section to be completed by the Planner, Faculty, Author, Content Reviewer or Others Who May Control Educational Content:

Please disclose all financial relationships that you have had in the past 24 months with ineligible companies (see definition below). For each financial relationship, enter the name of the ineligible company and the nature of the financial relationship(s). There is no minimum financial threshold. We ask that you disclose all financial relationships, regardless of the amount, with ineligible companies.

Please complete the information below, and then scroll to the bottom of the screen and click Submit. Required fields are indicated with an asterisk (*) and must be completed, the form cannot be submitted without an answer.

**Within the past 24 months, have you received financial support (in any amount) from an ineligible company (including employment, consulting, research grant support, honoraria, etc.)?**

- Yes. In the past 24 months, I have an existing and/or have had a financial relationship with an ineligible company (list these relationships below).
- No. In the past 24 months, I have not had a financial relationship with an ineligible company.

**Attestation**

I have disclosed all relevant financial relationships and I will disclose this information to learners. *

- Yes
- No

The content and/or presentation of the information with which I am involved will promote quality improvements in health care and will not promote a specific proprietary business interest of a commercial interest. Content for this activity, including any presentation of therapeutic options, will be balanced, evidence-based, and commercially unbiased. *

- Yes
- No

I understand that my presentation/content may need to be reviewed prior to this activity, and I will provide educational content and resources in advance as requested. *

- Yes
- No

If I am providing recommendations involving clinical medicine, they will be based on evidence that is accepted within the profession of medicine as adequate justification for their indications and contraindications in the care of patients. All scientific research referred to will conform to the generally accepted standard of experimental design, data collection and analysis. *

- Yes
- No

**Step 6:** Sign and submit completed disclosure form

I attest that the above information is correct as of this date of submission (sign below):

Type your full name below to sign: ________________________________

Date: 11/14/2022

Submit Reset