



# How Do I Access **Free** ICHP Opioid Crisis Education Series Home Study Programs on CESally?

These programs are **FREE**, made possible by the Cook County Department of Public Health through grant funding.

## 1. Create an account on CESally.com

You will need your NABP eProfile ID and birthdate information. CESally system requirements may be found here: <https://www.cesally.com/help/systemrequirements/>

- Go to [CESally.com](https://www.cesally.com) and "Sign Up!" to create an account.

**Important!** You must enter your NABP eProfile ID & birthdate as MMDD to set up your account and get credit. Make note of the user name and password you use to set up your account.

- If you already have an account on CESally.com, log in.

You **MUST** log in to your CESally.com account **BEFORE** you can access any of the ICHP activities on CESally.com, including home study.

## 2. Find your CE on CESally.com

Once logged in you will have access to all ICHP Opioid Series programming on CESally.com. **Please note, these free opioid home study programs will only be available to all until August 31, 2022 or until grant funds have been dispersed, whichever comes first.**

### To search for ICHP Opioid Series programs:

Log in to your CE Sally account.

- **Option 1** - Click on the Featured CE tab at the top of the CESally homepage.
  - Select all the Opioid programs of interest by putting a check in the check box next to each activity.
  - Click on the red tab "ADD checked to To-do List"
- **Option 2** - Type in the specific title you are interested in, in the search box.
  - Select this title (pharmacist or technician version) by putting a check in the checkbox next to the activity.
  - Click on the red tab "ADD checked to To-do List"

Once all programs are added to your To-do List, click on red tab "Start To-do List". You will now be in your To-do list. You may now begin the activity process or log out and return later as time permits.

## 3. Complete activity directions for credit

If you do not ADD to your To-do list, you will NOT see any Opioid Series Programs under your To-do List tab.

Click on your To-do List tab and Start the To-do List to begin the process.

- You will be directed to WATCH a video or READ an article (links provided in the CESally activity description).
- You will then return to CESally and go to the next step, which will be to complete successfully a home study post-test. (The number of correct answers needed to pass will be in the activity description on CESally.)
- You will then complete the activity evaluation and submit for credit.  
Remember to REPORT & SUBMIT CE - once completed, you will see a submission confirmation message.
- Completed and successfully submitted CE activities will be automatically sent to CPE Monitor.

**Please make sure your submission is successful - the system will let you know if there was a problem. Any errors in your NABP eProfile ID# and birthdate will cause the submission to fail. Please check those if there is an error message.**

## 4. Credit transcripts are at CPE Monitor

Go to your CPE Monitor account at <https://nabp.pharmacy/> to print off official transcripts. Please note: It may take up to 48 hours for your credit to upload to CPE Monitor.

CESally.com is mobile friendly - you may complete the entire process, start to finish, on any device.

But remember, you must be logged into CESally.com to access the home study links and to complete the credit process.

Please contact Maggie at [maggiea@ichpnet.org](mailto:maggiea@ichpnet.org) if you have any questions.

All opioid programs must be completed by August 31, 2022 or until grant funds have been dispersed, whichever comes first.