

1. After logging in to your Portal, click the small plus sign in the upper right-hand corner of the Continuing Education Entry Box.

Update My Profile ABWM ID Card **Annual Renewal** Receipts CEU History

In order to complete the 2017 Annual Renewal process, complete the following steps:

- Enter a minimum of 6 hours of 2016 Continuing Education
- Submit Annual Payment (Beginning November 2016)

Please maintain documentation of your continuing education in your personal records. 5% of Associates and Diplomates are audited annually to verify documentation of continuing education.

Receipts and updated ABWM ID Cards are not available until one business day after payment.

Have questions? Email info@abwmcertified.org.

Continuing Education entered cannot be edited here. Please email info@abwmcertified.org for corrections.

| Date Earned ▲ | Name of Conference, Course, or Program | State | CEU Hours |
|-----------------------|----------------------------------------|-------|-----------|
| There are no records. | | | |

Continuing Education must be between 01/01/2016 - 12/31/2016.

2. This will open the dialogue box where you may enter your continuing education information. Provide one date for each course or conference; if a course or program was completed online, you may leave the “State” field blank.

****Note, be sure that your web browser will allow pop-ups from our website. If your pop-up blocker is on, you will need to grant permission for pop-ups from our website to be allowed.**

Look in the right corner of the address bar in your web browser for a notification regarding pop-up permissions if you are having difficulty.

The 'Add' dialog box contains the following fields:

- Date Earned: [] [Calendar icon] [Clock icon]
- Name of Conference, Course, or Program: []
- State: []
- CEU Hours: [0.00]

Buttons: Save & Close (red), Cancel (blue)

3. Once you have entered your continuing education, click the red “Next” button under the bottom right corner of the continuing education box to proceed to the payment page.

Continuing Education entered cannot be edited here. Please email info@admin.iafire.org for corrections.

| Date Earned | Name of Conference, Course, or Program | State | CEU Hours |
|-----------------------|----------------------------------------|-------|-----------|
| There are no records. | | | |

Continuing Education must be between 01/01/2016 - 12/31/2016.

Next

4. *****If you view the payment page and move to another before making payment, the charges will move to your cart. Click “Cart 1” in the upper right corner of the page if this happens. (The “1” will indicate if the charges have moved there.)**



American Board of
Wound Management

CWCA CWS CWSP

Keyword Search

Sign Out

Welcome

Cart 1



 [Edit](#)

 [Edit](#)

[Update My Profile](#)

[ABWM ID Card](#)

[Annual Renewal](#)

[Receipts](#)

[CEU History](#)

In order to complete the 2017 Annual Renewal process.