



## How to Claim CME/CE Credits

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CME/CE Instructions for Result Form Submission/Credit FNAG, NGC, PAP and PIP Programs.

### For FNAG, NGC, and PAP:

Verify your access in e-LAB Solutions Suite by clicking on **View/Update My Lab Permissions**:

- Under Proficiency Testing, click **Approve Entered Data**.
- Under Online Anatomic Pathology Program Access, select the **Pathologist/MD** or **Cytotechnologist/Other** bubble.
- Click **Submit**.

### Submit Results & Receive Credit Online (Preferred Method)

1. If you are associated with multiple laboratories, select a laboratory via the **Lab Selector**.

*Note:* Users who have access to only one laboratory may skip this step.

2. Click **Result Form Data Entry**.
3. Select the kit that matches the kit number on your result form.
4. Click **Enter Data** under the Data column.
5. Enter and save your results on each result form page.
6. Click **APPROVE & SUBMIT TO CAP**.
7. Click **VIEW MY CAP EDUCATION TRANSCRIPT**.
8. View your education transcript and download your certificate/letter of participation.

### Claim Credit After Submitting Results by Fax

Faxed result forms are processed within two business days; CME/CE credit may be claimed after this time. **You may only claim credit for the kit in which you completed the results.**

1. Click **Claim CME/CE for Faxed AP Results**.
2. Enter the **Kit #** from your result form and **CAP #**. **Kit numbers can only be used once.**
3. Click **Assign Kit # to my User ID**.
4. View your education transcript and download your certificate/letter of participation.

If you have any questions about your order, [email](#) or call the Customer Contact Center at 800-323-4040 option 1. Click [here](#) for System Requirements.