



When a laboratory is enrolled with API for proficiency testing, physicians, medical laboratory scientists, and technicians can earn up to 20 free ASCP credits per year through an arrangement between API and the American Society for Clinical Pathology (ASCP). There is no limit on how many people at each laboratory can use this feature. Each staff member can be signed up for a personal account to earn their own ASCP credits.

Multiple credits are offered each year in Chemistry, Immunology, Microbiology, and Hematology. Credits are occasionally offered in Blood Banking, Coagulation, Microscopy, and Laboratory Management. Each educational exercise is available for 12 months.

The American Society for Clinical Pathology (ASCP) is the accredited provider of these continuing education exercises. ASCP CME credit hours are awarded for physicians as AMA PRA Category 1 Credits™. ASCP CMLE credit hours meet the continuing education requirements of the ASCP Board of Certification (BOC) Credential Maintenance Program (CMP). ASCP credits are also approved for use by California, Florida, Louisiana, and other states requiring continuing education for medical laboratory scientists and technicians. Phlebotomists may use these courses for ASCP and California requirements, but the courses do not meet Florida requirements for phlebotomists. Nurses and other health professionals should check with their credentialing agency about whether ASCP credits are applicable to their requirements. Completing an exercise and providing the agency with the ASCP certificate and related educational material may help with their review. One credit is equivalent to approximately 1 hour of education, or the actual amount of time spent reading the material and answering the questions.

Notes about Electronic CE Credit Transfers:

- ASCP and the state of Florida use online systems to verify that professionals have met education requirements.
- To receive credit electronically on your ASCP transcript and/or in Florida's CE Broker system, your CE account with API and your accounts with those organizations **need to be matched by computer. All electronic transfers are done through ASCP and require an ASCP customer account (available at no charge), even if you are not ASCP certified.**
- ASCP credit transfers to Florida also require that you submit a copy of your Florida license to ASCP so your hours can be credited to the proper Florida license number. Credits will be sent to CE Broker for Florida licensure once the necessary information is provided to ASCP. Courses are reported under general discipline headings and do not fulfill Florida requirements for specific topics such as HIV/AIDS, medical errors, or state laws. Search CE Broker for approved courses on these topics.
- **Credits are transmitted electronically from API to ASCP two times per month.** If you need to meet a deadline to renew your license and you do not see your credits on the ASCP website, contact ASCP for assistance with manually uploading your credits. API cannot transmit credits to ASCP upon request.
- These instructions may not cover all issues and/or questions that you may encounter. If you have any questions about **Continuing Education** accounts, please contact Customer Service at CustomerService@api-pt.com.



How to Enroll in a Free Continuing Education (CE) Account:

*** Some screenshots may not show the changes from the recent website update. The instructions are still accurate.***

1. Log in to **Paperless Proficiency Testing**.
 - a. This shows that your site is currently enrolled in proficiency testing with API, which is what allows access to enroll yourself and other staff in **Continuing Education** accounts.

Log In LOGIN

PAPERLESS PROFICIENCY TESTING

Log in below to access Paperless Proficiency Testing (PPT) and Competency Assessment. This provides access to all locked PPT and Competency Assessment features.

Note: User ID and Password are case sensitive.

Paperless Proficiency Testing Continuing Education

User ID: 70067

Password: [REDACTED]

Log in to Paperless Proficiency Testing

[Lost your password?](#)

2. Under **Continuing Education**, click **Enroll**.
3. On the **Enroll in Continuing Education** page, complete all applicable fields with the requested information.

PAPERLESS PROFICIENCY TESTING ENROLL IN CONTINUING EDUCATION

Laboratories ordering proficiency testing with API are eligible to enroll an unlimited number of staff for free CE accounts. Through a partnership between API and the American Society for Clinical Pathology (ASCP), physicians and laboratory staff can earn up to 18 CME/CMLE credits per year. These ASCP credits can be used to meet most certification requirements.

Desired User ID (4-9 characters) [REDACTED]

Email Address [REDACTED]

Confirm Email Address [REDACTED]

Type of Credit CMLE (Medical Laboratory Scientist/Technicians) ▼

First Name [REDACTED]

Middle Name [REDACTED]

Last Name [REDACTED]

Suffix (Sr., Jr., etc.) [REDACTED]

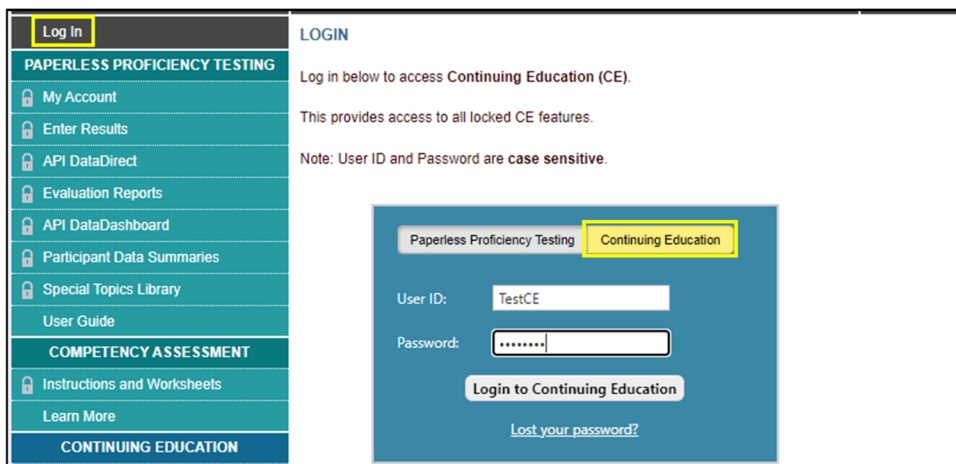
Enroll

- a. API **does not recommend** entering your Paperless Proficiency Testing User ID as your Continuing Education Desired User ID. You will have access to the CE

- account indefinitely, even if you are no longer with your current organization. You may wish to use a personal email address when creating your CE account.
- b. API **does not recommend** that a manager set up CE accounts for staff members using the manager’s own email address. Doing this means that the staff members cannot reset their own passwords.
 - i. If you wish to monitor staff credits, we recommend that you ask your staff members to provide you with copies of their CE transcript or certificates for each credit earned.
4. When you are finished entering your information, click the **Enroll** button.
 - a. The system will check to see if your Desired User ID is available.
 - i. If it is already taken by another user, you will see a message that says: **That User ID is already taken – please select another.**
 - ii. If your Desired User ID is available and enrollment is successful, you will see a message that says: **The enrollment is complete and an email has been sent to the designated person.**
 5. You may continue to enroll additional staff members, as needed.

How to Log in to a CE Account – Already Enrolled:

1. When the CE account is first created, you will receive an email with your User ID and a link to set up your password.
2. Check your email.
3. Follow the instructions in the email to set up your password.
4. After the password has been created, click **Log In** and select **Continuing Education**.
5. Enter your **CE User ID**.
6. Enter your **CE Password**.
 - a. *Turn the CAPS Lock key off. Use the Shift key for all capital letters.*



7. The first time you log in to your new CE account, you will land on the **My Account** page.
8. Read the paragraph on **Identifying Information**.
 - a. You must do one of the following to navigate away from this page:
 - i. Complete the **Identifying Information** section (recommended).

- ii. Check the box that says: **I decline to have my transcripts sent electronically to any organization.** Note: If you check this box, your credits will only be accessible to you. If you need them for licensure you will need to submit your credits manually to your licensing organization.

PAPERLESS PROFICIENCY TESTING	ACCOUNT SETTINGS FOR American Proficiency Institute
Login	This is where you can change your registered name, email address, login name, password, and other identifying information.
My Account	REGISTERED NAME
Enter Results	FIRST: MIDDLE: LAST: MD, JR., ETC:
API DataDirect	Jane A. Smith
Evaluation Reports	EMAIL ADDRESS - lscott@api-pt.com
API DataDashboard	ENTER NEW EMAIL ADDRESS: VERIFY NEW EMAIL ADDRESS:
Participant Data Summaries	
Special Topics Library	LOGIN NAME / PASSWORD
User Guide	ENTER NEW LOGIN NAME: Change Password Here
CONTINUING EDUCATION	IDENTIFYING INFORMATION
Logout	<input type="checkbox"/> I DECLINE TO HAVE MY TRANSCRIPTS SENT ELECTRONICALLY TO ANY ORGANIZATION
My Account	IF YOU ARE CERTIFIED BY ASCP OR THE STATE OF FLORIDA, PLEASE FILL IN THE INFORMATION BELOW. ONLY A BIRTHDATE IS REQUIRED, HOWEVER AN ASCP CERTIFICATION NUMBER WILL HELP IN MATCHING YOUR ACCOUNT WITH ASCP'S DATABASE. CLICK "LEARN MORE" ON THE MENU TO SEE HOW THIS HELPS YOU.
Earn CE Credits	BIRTH DATE: January 1 1980
Credits Awarded	ASCP BOARD OF CERTIFICATION (BOC): MLT 01234567
Educational Commentaries	A NOTE ABOUT PROVIDING THE REQUESTED INFORMATION
Learn More	Update Settings
Enroll	
indicates a password protected item	
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9. Once you have made your selection, click **Update Settings**.
10. You may now navigate away from the **My Account** page.

How to Reset the Password for a CE Account – Already Enrolled:

1. Click **Log In** and select **Continuing Education**.
2. Click **Lost Your Password?**

Evaluation Reports	User ID: TestCE
API DataDashboard	
Participant Data Summaries	Password:
Special Topics Library	
User Guide	Login to Continuing Education
CONTINUING EDUCATION	Lost your password?
Login	
My Account	New CME/CMLE exercises provided through the American Society for Clinical Pathology (ASCP) are available shortly after the test event evaluations are ready.
Earn CE Credits	The User ID and Password are different for Paperless Proficiency Testing and Continuing Education. To login to your Paperless Proficiency Testing account, select the Login button under PAPERLESS PROFICIENCY TESTING section on the left.
Credits Awarded	
Educational Commentaries	



3. Enter the **CE User ID** and the **Email Address** on file for the CE account.
 - a. If you no longer have access to the email address that is currently on file for your CE account, please contact Customer Service at CustomerService@api-pt.com with your account information. They can assist you in updating the email address.

PAPERLESS PROFICIENCY TESTING

- Login
- My Account
- Enter Results
- API DataDirect
- Evaluation Reports
- API DataDashboard
- Participant Data Summaries
- Special Topics Library
- User Guide

CONTINUING EDUCATION

FORGOT YOUR PASSWORD?

Enter the User ID and email address that you used to activate your account below and we will send you instructions to reset your password.

If you don't know your User ID or email address, [contact API Customer Service](#).

User ID:

Email Address:

4. Check your email.
5. Follow the instructions in the email to reset your password.
6. Once the password is reset, you may log in with the new password immediately.

How to Earn CE Credits:

1. Log in to **Continuing Education**.
2. Under **Continuing Education**, click **Earn CE Credits**.

PAPERLESS PROFICIENCY TESTING

- Login
- My Account
- Enter Results
- API DataDirect
- Evaluation Reports
- API DataDashboard
- Participant Data Summaries
- Special Topics Library
- User Guide

CONTINUING EDUCATION

- Logout
- My Account
- Earn CE Credits**
- Credits Awarded
- Educational Commentaries
- Learn More
- Enroll

EARN CE CREDITS

The educational exercises listed below will be available until the date indicated.

The American Society for Clinical Pathology (ASCP) is accredited by the Accreditation Council for Continuing Medical Education to provide continuing medical education (CME) for physicians. This activity has been planned and implemented in accordance with the Essential Areas and Policies of the Accreditation Council for Continuing Medical Education (ACCME).

The ASCP designates this enduring material for a maximum of 1 *AMA PRA Category 1 Credit(s)*. Physicians should claim only the credit commensurate with the extent of their participation in the activity.

Please review prior to starting the educational exercise: [ASCP/API Planning Committee Disclosure](#)

Please Note: CE users should regularly check their ASCP profile to ensure transfer of credits. Discrepancies between accounts such as name changes can lead to credits not transferring automatically. Please ensure the information on your API and ASCP user accounts is correct and matching. To change your ASCP profile, contact ASCP at 800-267-2727 or via chat on the website: www.ascp.org

See "LEARN MORE" on the menu for more information.

- 2021 1st TEST EVENT EXERCISES - Available until 04/20/2022 (11:59pm Eastern US)
 - Coagulation**
[POC Testing for Coagulation - Advantages and Limitations](#)
 - Hematology**
[Blood Cell ID: Leukocytes in a Case of Pelger-Huët Anomaly](#)
- 2021 1st TEST EVENT EXERCISES - Available until 05/03/2022 (11:59pm Eastern US)
 - Immunology**
[TORCH Screening](#)
- 2021 1st TEST EVENT EXERCISES - Available until 06/01/2022 (11:59pm Eastern US)
 - Laboratory Medicine / Management**
[Laboratory Personnel Safety and Emergency Preparedness](#)



- All available exercises will be listed here. Each exercise is listed under its respective Test Event and Discipline.
- Click on the name of the exercise you wish to complete.
- Step 1** provides a link to the learning outcomes and educational commentary related to the exercise. The commentary is in a PDF format and should open when you follow your browser's prompts.
- Step 2** instructs you to answer the multiple-choice questions shown on the screen below, and includes an option to print the questions. If you print a copy of the questions, you will still need to submit the answers on the website to earn credit.
- Once you have answered all questions, click **Submit for Credit**.
 - Any correct answers will be shown in **green text**.
 - Any incorrect answers will be shown in **red text**.

PAPERLESS PROFICIENCY TESTING

- Login
- My Account
- Enter Results
- API DataDirect
- Evaluation Reports
- API DataDashboard
- Participant Data Summaries
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- User Guide

CONTINUING EDUCATION

- Logout
- My Account
- Eam CE Credits
- Credits Awarded
- Educational Commentaries
- Learn More
- Enroll

Coagulation Educational Exercise

POC Testing for Coagulation - Advantages and Limitations (Course# APICO21388211)
Credits: 1

STEP 1: Review the [learning outcomes and educational commentary](#) related to this exercise.

STEP 2: Answer the questions below (you can optionally [print](#) the questions):

d. Sensitivity and specificity

The ACT should be standardized against which of the following?

a. Heparin assay
 b. aPTT
 c. Thromboclastography
 d. There is no gold standard to standardize against

Viscoelastic testing evaluates which of the following?

a. Extrinsic pathway
 b. Intrinsic pathway
 c. Platelet function
 d. Entire coagulation status

Not all questions have been answered correctly, please review the learning outcomes and educational commentary and try again.

Submit for Credit

- All answers must be correct for credit to be awarded.
- When all answers are correct, you will see a message that says: **Congratulations, you answered each question correctly!**
- Click **Continue**.

My Account

Eam CE Credits

Credits Awarded

Educational Commentaries

Learn More

Enroll

a. 2.0
 b. 2.5
 c. 3.0
 d. 1.5

To optimize a POC D-dimer the result should be used in conjunction with which of the following?

Congratulations, you answered each question correctly!

Continue



- You will be asked to participate in an optional survey to provide feedback on the exercise. To participate, click **Continue to Survey** and follow the instructions.

PAPERLESS PROFICIENCY TESTING	HELP US IMPROVE
<ul style="list-style-type: none"> Login My Account Enter Results API DataDirect Evaluation Reports 	<p>Please provide feedback on the quiz you just completed. We value your input and use it to improve our Continuing Education program. After completing the survey click 'CREDITS AWARDED' at the left to view or print your certificate.</p> <p style="text-align: center;">Continue to Survey</p>

- If you do not want to participate in the survey, you may click any of the CE options (ex. **Earn CE Credits, Credits Awarded** etc.) to navigate away from this page.
- You may continue to take all available exercises that are listed on the **Earn CE Credits** page, as desired.

How to View ASCP Credits Earned:

- Log in to **Continuing Education**.
- Under **Continuing Education**, click **Credits Awarded**.
- This page will show a table with all of the exercises you have completed.
 - If you wish to sort the list of exercises, you can do so by clicking a column heading. For example, if you click **Completed** one time, it will sort your exercises from oldest to newest. If you click it again, it will sort your exercises from newest to oldest.

PAPERLESS PROFICIENCY TESTING	CREDITS AWARDED TO American Proficiency Institute																														
<ul style="list-style-type: none"> Login My Account Enter Results API DataDirect Evaluation Reports API DataDashboard Participant Data Summaries Special Topics Library User Guide 	<p>Listed below are all exercises you have completed in the past. Click a column heading to sort the list. If you want to view or print the certificate for an exercise, click the exercise name.</p> <p>You can optionally print your awarded credits.</p> <p>Credits are sent to ASCP and the state of Florida approximately once a month. See "LEARN MORE" on the menu for more information.</p> <p>Please Note: CE users should regularly check their ASCP profile to ensure transfer of credits. Discrepancies between accounts such as name changes can lead to credits not transferring automatically. Please ensure the information on your API and ASCP user accounts is correct and matching. To change your ASCP profile, contact ASCP at 800-267-2727 or via chat on the website: www.ascp.org</p> <table border="1"> <thead> <tr> <th>Exercise</th> <th>Course Number</th> <th>Discipline</th> <th>Credits Awarded</th> <th>Completed</th> <th>Test Event</th> </tr> </thead> <tbody> <tr> <td>POC Testing for Coagulation - Advantages and Limitations</td> <td>APICO213888211</td> <td>Coagulation</td> <td>1 CMLE</td> <td>04/11/2022</td> <td>2021-1</td> </tr> <tr> <td>Vancomycin Monitoring (2018)</td> <td>APIC183882182</td> <td>Chemistry</td> <td>1 CMLE</td> <td>10/28/2018</td> <td>2018-2</td> </tr> <tr> <td>Rapid Testing for Infectious Diseases: Antigen vs. Molecular (2018)</td> <td>APIM183887183</td> <td>Microbiology</td> <td>1 CMLE</td> <td>10/28/2018</td> <td>2018-2</td> </tr> <tr> <td>MALDI-TOF MS Implementation (2018)</td> <td>APIM183887182</td> <td>Microbiology</td> <td>1 CMLE</td> <td>10/28/2018</td> <td>2018-2</td> </tr> </tbody> </table>	Exercise	Course Number	Discipline	Credits Awarded	Completed	Test Event	POC Testing for Coagulation - Advantages and Limitations	APICO213888211	Coagulation	1 CMLE	04/11/2022	2021-1	Vancomycin Monitoring (2018)	APIC183882182	Chemistry	1 CMLE	10/28/2018	2018-2	Rapid Testing for Infectious Diseases: Antigen vs. Molecular (2018)	APIM183887183	Microbiology	1 CMLE	10/28/2018	2018-2	MALDI-TOF MS Implementation (2018)	APIM183887182	Microbiology	1 CMLE	10/28/2018	2018-2
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- To print a full list of your awarded credits, click the word **print** where it is shown in blue text and underlined in the sentence, "You can optionally [print](#) your awarded credits."



How to Print an ASCP Credit Certificate:

1. Log in to **Continuing Education**.
2. Under **Continuing Education**, click **Credits Awarded**.
3. Click on the **Exercise** name.
4. Follow your internet browser's prompts to open or save the certificate as a PDF.
5. Open the PDF certificate.
6. Print, as desired.

	American Proficiency Institute
CERTIFICATE OF PARTICIPATION	
<i>This certifies that</i>	
<i>American Proficiency Institute</i>	
<i>has participated in a continuing education exercise provided by American Society for Clinical Pathology in cooperation with the American Proficiency Institute.</i>	
Course Number:	APICO213888211
Description of Exercise:	POC Testing for Coagulation - Advantages and Limitations
Discipline:	Coagulation
Date Completed:	April 11, 2022
Credit Hours Awarded:	1 CMLE
 ACCREDITATION AND DESIGNATION	
<p>The American Society for Clinical Pathology is accredited by the Accreditation Council for Continuing Medical Education (ACCME) to provide continuing medical education for physicians. The educational content of this activity has been planned and implemented in accordance with the Essential Areas and Policies of the ACCME. The American Society for Clinical Pathology designates this Enduring material for a maximum of 1 AMA-PRA Category 1 Credit(s). Physicians should claim only the credit commensurate with the extent of their participation in the activity.</p> <p>The American Society for Clinical Pathology also designates this educational activity for the hours stated on each exercise for continuing education for medical laboratory professionals. This continuing educational activity is accepted for general credits towards relicensure of clinical laboratory personnel in California, Florida, and most other states. ASCP credit hours are also acceptable to meet the continuing education requirements for the ASCP Board of Certification (BOC) Credential Maintenance Program (CMP).</p>	
<small>California Accrediting Agency Number 0010; Florida Provider Number JP0000051 ASCP, 33 West Monroe, Suite 1600, Chicago, IL 60603</small>	
 <small>Suzanne Zernik, M.Ed., VP, Continuing Professional Development</small>	