FSM CME Job Aid:
How to Access FSM CME

What is in this job aid?
This resource will assist you in accessing Northwestern's application for Continuing Medical Education (CME) events, called FSM CME. There are three main methods to access FSM CME, as shown below.

1) On the NM Network via Learning & Performance → if you are on a NM Device on the NM Network, this option will work best for you. *(Recommended using IE for your browser).*
2) Outside the NM Network → at home or just not able to login via the NM Network
3) Using the CloudCME App → mobile access, perfect for when you are on the go

*Access to CloudCME is linked to your Northwestern Medicine account. This is the same username and password you currently use for other NM Applications such as, Power Chart & EPIC.*

**If you have any questions about what your log in credentials are, contact the NM Service Center at 312.926.4357 or open a ticket here - [NM Service Center Help Request](#)**

FMS CME Main Menu – click the item below to jump to that section

- FSM CME Job Aid: How to Access FSM CME ............................................................1
- FSM CME Job Aid: Access on the NM Network ..........................................................2
- FSM CME Job-Aid: Access Outside the NM Network ...............................................4
- FSM CME Job Aid: Access using FSM/CloudCME App ...........................................6
FSM CME Job Aid:
Access on the NM Network

A. Open **NMi** in your web browser
B. Locate the *Learning & Performance* Application
   1. Click **Applications – Top Apps**
   2. Click **Learning & Performance**

C. Launch Learning & Performance to access FSM CME

1. Click **FSM CME** to launch the CME Application
2. On the Continuing Medical Education landing page, click **Sign In**
3. Click **Sign in with your Northwestern Medicine username ID**
4. Type in your NM username@nm.org and your password (same password you use for **Power Chart & EPIC** applications)
5. Click **Next**
6. Enter Password
7. Click **Sign In**
8. If prompted, fill in the requested information to complete your profile
FSM CME Job-Aid:
Access Outside the NM Network

A. Go to the FSM CME website (https://northwestern.cloud-cme.com)
B. Click Sign In

C. Select your Login path
   1. *All NM Employees* will select Sign-In with Northwestern Medicine username ID
   2. *Any Non-NM Employees* will select Sign In with your email and password
D. Sign in using your Northwestern Medicine ID
   1. Sign in by typing your “NM Username ID” and “@nm.org” (nm12345@nm.org)
   2. Click Next
   3. Enter your password (same password you use for Power Chart & EPIC applications)
   4. Click Sign in
   5. You may be asked enter multi-factor authentication, such as a code received via text.

E. Click My CME and navigate to “Profile” to update your profile if you have not yet
FSM CME Job Aid:  
Access using FSM/CloudCME App

A. If you have not already done so, download the free CloudCME App from the Apple App Store or Android Play Store
B. Launch the CloudCME App

C. Enter “Northwestern” for the Organization Code
D. Sign in using your Northwestern Medicine ID
   1. Sign in by typing your “NM Username ID” and “@nm.org” (nm12345@nm.org)
   2. Click Next
   3. Enter your password (same password you use for Power Chart & EPIC applications)
   4. Click Sign in
   5. You may be asked to enter multi-factor authentication, such as a code received via text.

E. You will now be logged into your account on the FSM/CloudCME App