

FREQUENTLY ASKED QUESTIONS

1. What is the Extended Conference?

The Extended Conference is an opportunity to “attend virtual” sessions that were offered at the 2014 Annual CMSA Conference. Forty-five (45) sessions were videotaped and recorded to allow you to view them using your internet browser. After you register and purchase a package of tickets, you can watch any sessions at a time that is convenient to you.

If you attended the conference, this gives you a chance to “attend” sessions you might have missed, and if you did not attend the conference, you now have an option to do so. You get the same number of Continuing Education credits (CE) towards certification requirements, as if you attended the actual conference.

2. How does it work?

- Browse available sessions displayed by category, level (basic, intermediate, or advanced), or search for sessions using keywords, speakers, titles, or topics.
- Review the description, objectives, speaker bios, CE credits, and view a short preview of each session.
- Decide how many sessions you want to “attend”.
- Click on buttons that indicate whether you attended the 2014 conference or not.
- Choose a “package” that meets your needs (5, 15, 25 or 45 tickets – each ticket represents a session).
- You may be asked to log into CMSA to get membership discount or you may be asked to fill out a profile to purchase ticket packages.
- Purchase your ticket packages by July 15, 2015.
- Decide when you want to use the tickets – anytime between now and July 31, 2015.

3. How do I find out what sessions are offered and number of CE’s available?

Click on the blue ‘View Available Sessions’ button to select from a list by category of sessions, level (basic, intermediate, or advanced), or search for sessions using keywords, speakers, titles or topics using the SEARCH COURSES dropdown.

4. What are the registration options?

Available ticket packages will be visible when you click on the attendee or non-attendee button from the Extended Conference home page. Available packages include tickets for 5, 15, 25, and “Full” (45) sessions.

5. How are the sessions packaged?

Sessions are packaged in 5, 15, 25, and “Full” (45) ticket options in order to offer volume discounts– the larger the package the larger the discount. Each ticket is redeemable for any session, so you don’t have to choose your sessions now. You have until July 31, 2015 to decide which session you want to “attend” and when you want to attend.

6. Can I register for just one session?

No. The minimum purchase is 5 tickets.

7. Can I search for specific categories and topics?

Yes. Use the SEARCH COURSES dropdown to search by category, titles, speakers, level (basic, intermediate, or advanced), or keywords in the description or objectives.

8. What are the technical requirements to view session recordings?

See the TECHNICAL REQUIREMENTS dropdown. There is an automated process that will test your system to make sure it meets the requirements. Be sure to use the computer that you will be using to view the sessions when conducting this test.

9. What are the deadlines to register and submit CE credits?

You must register for packages of session tickets prior to July 15, 2015 and must complete coursework and submit for credit by July 31, 2015. Submission of credit is based upon the specifics of the credentialing body (Nursing or CCMC).

10. Do I need to be a CMSA member to register and view sessions?

No, you do not need to be a CMSA member to register and/or view sessions, however CMSA member do receive a 15% discount on purchasing packages. If you are interested in taking advantage of this discount consider registering now by going to www.cmsa.org and look at membership options.

11. Do I need to login to CMSA before registering for a session package?

If you are a CMSA member, you will need to login to get the membership discount. If you are not a member of CMSA, you can still purchase the Extended Conference packages, but you'll be asked to fill out a visitor registration.

12. Do CMSA members' get a discount?

Yes, CMSA members get a 15% discount on all packages. So if you are not a current member, you might want to consider joining CMSA now to get the reduced rate. If you are interested in taking advantage of this discount, go back to www.cmsa.org and look at membership options.

13. Do I get a discount if I attended the conference?

Yes. Members and non-members who paid for a registration for the 2014 CMSA Annual Conference get a 50% discount off all packages.

14. Can I get a refund if I don't use the tickets before July 31, 2015? Or use the credit for other programs.

No. All tickets are non-refundable and expire on July 31, 2015. So register now, so you have more time to use the tickets.

15. Who is Peach New Media?

Peach New Media is the event services company managing our educational content. They manage both the registrations and the technology to ensure successful and professional offerings.

If you need further information about Peach New Media, you can [go to their website](#), [contact them by email](#) or call their help desk at (877) 728-3904.

16. What if my question wasn't answered here?

If you have further questions about your options or how to register, you can contact Peach New Media [by email](#) or by calling the help desk at (877) 728-3904.

If you have other questions related to the extended conference content, certificates, or membership contact CMSA client services: Phone: (501) 225-2229, Toll-Free: (800) 216-2672 Email: cmsa@cmsa.org

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