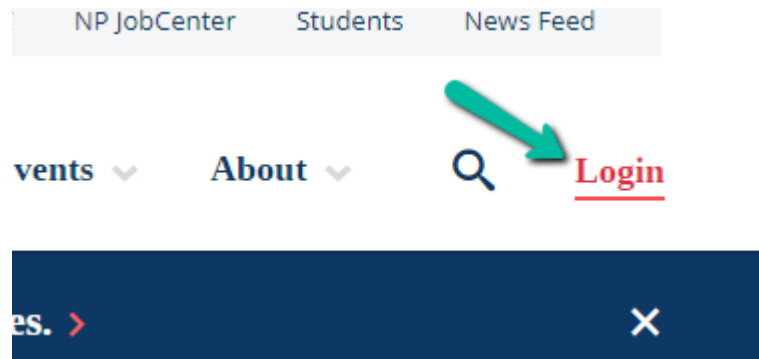


Make Sure You Have AANP Account

1

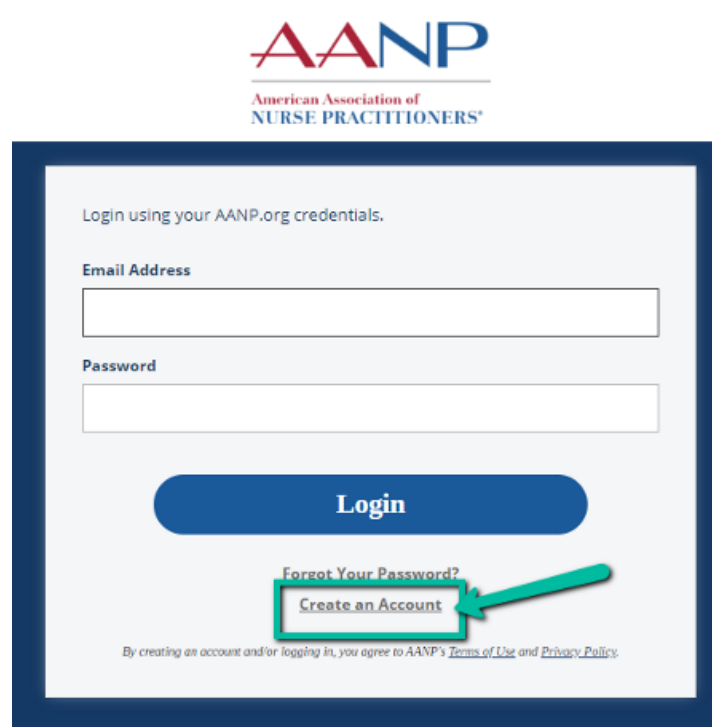
If you have an AANP account, you can skip this step!

If you don't have an AANP account, please go to the AANP Website at <https://aanp.org> and click on the red **Login** hyperlink in the upper right corner of the browser.



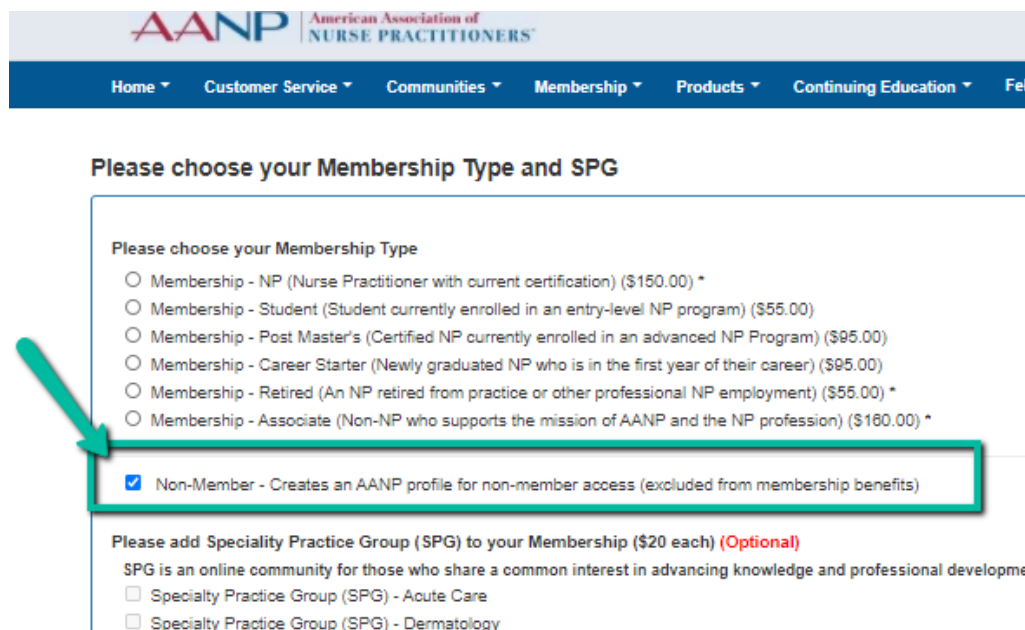
2

On the next screen, look below the blue Sign In button and click the link that says **Create Account**.



3

Go through the account creation process and provide the information requested. The first screen of information will primarily be personal/contact information. The most important part of this account creation process happens on the second screen – when it asks for you to choose your membership type. If you only want access to the free CE activities, **select the option for NON-MEMBER**. See the screenshot below.



Finish the account creation process by filling out all requested fields.

Sign Up for the Activity

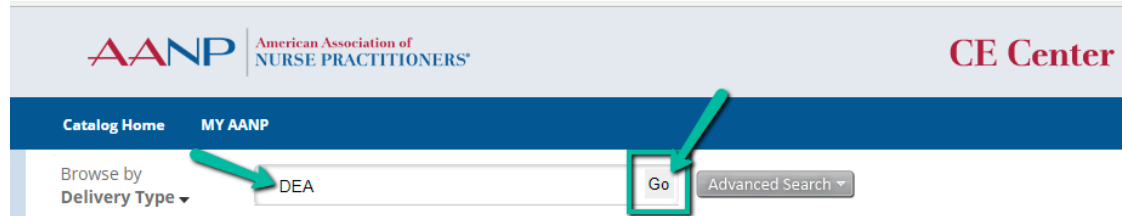
4

Once you've finished creating your account, navigate your way to the AANP CE Center by clicking on Education → CE Center from the [AANP homepage](#).



5

Log in with your AANP account information. Once you've logged into the CE Center, use the search bar at the top of the home page and type in "DEA". Click the **Search** button.



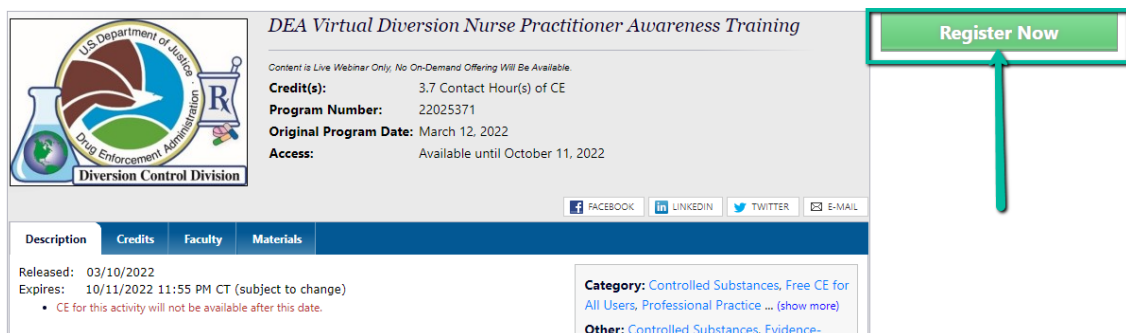
6

The results page will display the catalog listing for the DEA webinar activity. Click on the hyperlinked title of the activity.



7

From the activity description page, click on the green **Register Now** button in the upper-right corner to add the activity to your CE Activities list. Registration for this activity is FREE!



Register for the Webinar, Attend the Webinar

8

Registering for the activity in the AANP CE Center will add the activity to your CE Activities list. Go to your CE Activities list (<https://ceactivity.aanp.org>) and click on the title of the activity to expand it (if it is not already expanded). On the left-side of the activity box there will be three buttons: Play, Additional Resources, and Next Steps.



Play: This button will launch a link to the external website for the DEA webinar activity registration. **It is important that you visit this website and you register for the webinar date you want to attend in order to receive your Zoom link to the event.**

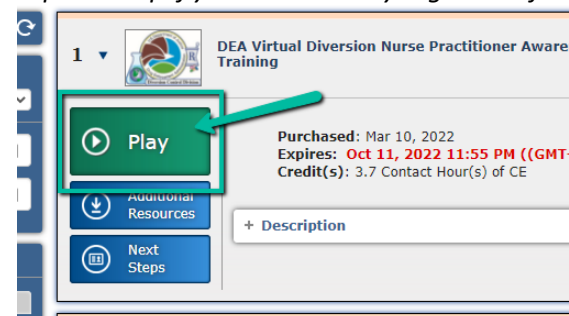
Additional Resources: This area provides downloadable resources related to the activity content. For this activity, the only downloadable resource provided is a copy of the presentation agenda.

Next Steps: This area is where you will come to finish up the activity (it opens in a new browser window). You will enter the webinar Participation Code here and complete the activity evaluation here.

9

Click on the PLAY button to be taken to the DEA webinar registration website. You will need to register for the webinar on this page in order to receive your Zoom link for the day of the event.

Skip this step if you have already registered for the DEA webinar through their event site.



10

Attend the DEA webinar event. **Make sure that you attend the FULL event.** A Participation Code will be provided by the webinar presenters at the end of the presentation. Make sure to write the code down! You will need this code to access the activity evaluation and claim your credit and certificate of completion.

Claim Your CE Credit

11

After the webinar is over and you have your Participation Code, return to your CE Center Activities list (<https://ceactivity.aanp.org>). Locate the activity and click on the blue **Next Steps** button.



12

This will open a new window for you. In that window, there will be a text field to enter the Participation Code. Place the code you receive from the webinar in that field and click the **Submit** button. (**Note: Make sure to enter the code EXACTLY as it was displayed to you, all alpha and numeric characters included.**)

DEA Virtual Diversion Nurse Practitioner Awareness Training
External Content - Certificate Only

To receive your Certificate for this course you must:

1. Complete all of the Required Certification steps below.
2. Click the "Get Certificate" button when it becomes available.

Certificate Steps:

- ParticipationCode Required

Enter the AANP Participation Code provided for this activity below:

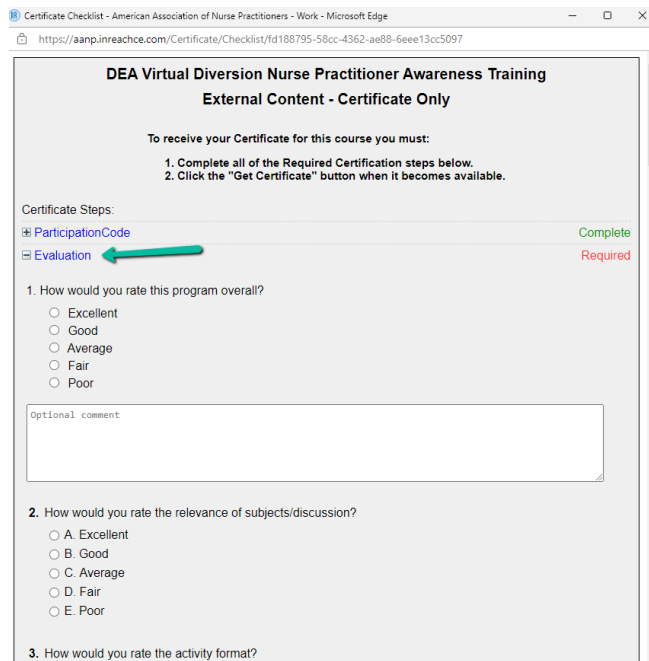
Code 1:

←

- Evaluation Required

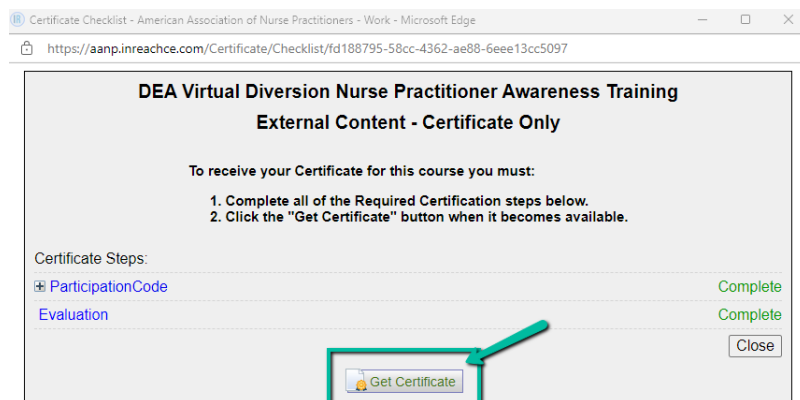
13

Successful submission of the Participation Code will unlock the activity evaluation. Complete all evaluation questions and submit the activity evaluation.



14

After the evaluation is submitted, a new button will appear at the bottom of the window. Click on the "Get Certificate" button to claim your CE credit and view your certificate of completion for the activity. Clicking the button will generate a copy of your certificate on-screen to print or save as needed. Additionally, this will generate a copy of the certificate to be emailed to the email address you have tied to the CE Center.



If you experience any issues with this activity or any other activity in the CE Center, you can email CE Center support at cecenter@aanp.org.