





# *Welcome: RSS Coordinator Training*

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April 8, 2026  
11:00 AM

# Agenda - April 8, 2026

Icebreaker

RSS training schedule

Application Submission  
Deadline

Challenges Reserving Space for  
RSS Clinical Sessions

Duplicating an existing CE  
Application

CME Billing Cycle Reminder

RSS Coordinator Check-ins

Important Reminder

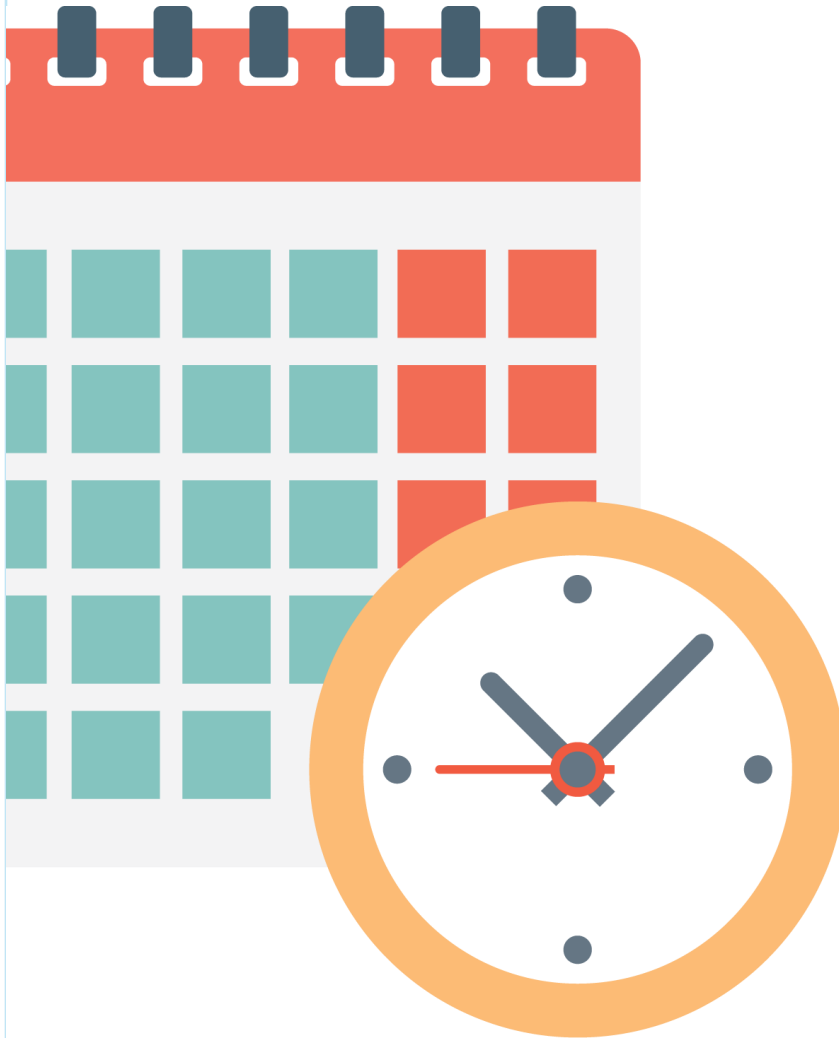
# ICE BREAKER

## What do you enjoy about managing RSS activities?

- bringing valuable education to our providers
- It is important to me to know that my team will get the CME that they deserve to earn
- Seeing the department come together in educational collaboration.
- Feeling empowered to answer questions regarding CME to my providers.
- Hi, all the support your team provides us!
- Happy to get the CE Application approved

# OCPD RSS Coordinator 2026 Training

11:00 am -12:00 pm



## ***Training Dates:***

February 25

April 8

June 10

## ***Bi-weekly sessions:***

April 15

April 29

May 13

May 27

June 10

June 24

July 8

July 22

# Application Submission Deadline

## Fiscal Year

July 1, 2026 – June 30, 2027

Course Frequency	Deadline	Costs
Weekly Series	May 1, 2026	\$2,150.00
Monthly Series	June 1, 2026	\$1,490.00
Quarterly Series	July 1, 2026	\$1,490.00
September Series	August 1, 2026	\$2,150.00 weekly \$1,490.00 monthly

Challenges  
Reserving  
Space for RSS  
Clinical  
Sessions?

- Has anyone had difficulty reserving space for their RSS clinical sessions?

# Submit New CE Application

To access the CE Application:

1. Go to <https://jefferson.cloud-cme.com/default.aspx>
2. Sign in using your Jefferson credentials
3. Click on Submit Proposal for New CE Activity on the home page
4. Click Create New Application for a new application OR to duplicate an existing approved application, change Filter by Application Status **All**, and change the Filter Range Dates. Select application and click the '+' sign on the right to copy. Update as needed.

 Please refer to the [CE Application Resources](#) for guidance when making these updates.

To complete the Financial Disclosure:

1. Go to <https://jefferson.cloud-cme.com/default.aspx>
2. Sign in using your Jefferson credentials or create an account
3. Click on Disclosure Form on the home page

All planners must have a valid disclosure for the application to be approved.

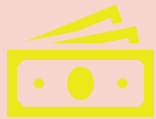
# Questions?



## Important Reminder



Billing Cycle: July – August 2026



Current Workday number and form of payment will be used



Notify us of any updates or changes in advances

# Bi-weekly RSS Coordinator Engagement

## Purpose of the session

- Proactive communication
- Address challenges and identify solutions early
- Elevating quality through an ongoing connection

## Wednesday's Bi-weekly

- 🕒 10:00 AM – 10:45 AM
- Join Microsoft Teams

**Meeting ID:** 283 149 006 353 7

**Passcode:** cK2T8Xh3

- **Next date:** **April 15<sup>th</sup>**





Disclosures are due **2-weeks** prior  
to the start of a session



**RSS RESOURCES**