



American College of Surgeons

Sending CME Credit Data from ACS MyCME to ABS

What You Need to Do Prior to April 3, 2023

To transfer your CME credit data from ACS MyCME to the American Board of Surgery (ABS) you will need your personal 13-digit Authorization Code. The authorization code can be found by logging into the [ABS website](#) and opening the *Ongoing Requirements* on the right side of the webpage and then the *CME Repository* link.

If you are unable to locate the Authorization Code, contact the ABS at cc@absurgery.org and they will be able to provide the information. Once you have your 13-digit ABS Authorization Code, you are ready to transfer your CME data.

How to Transmit CME Credit from Your ACS MyCME to ABS

1. Log into the www.facs.org website using your ACS member login
2. Once logged in, your name will appear at the top right
3. Select the *CME* option
4. This will bring you to your MyCME home page
5. Choose the *Send CME Data* tab
6. From the recipient drop menu, select *American Board of Surgery*
7. Select "I Agree"
8. Enter your *13-digit Authorization Code*
9. Confirm that your *email address* is correct
10. Enter the *start and end dates* for the CME credit data you would like to send
11. Click on the *Get Select Dates* button
12. Review the transcript data to confirm it is correct
13. Click the "Yes"

After the send of your CME credits, you will see a page confirming the send from ACS. The confirmation page will say *Pending*. Allow 1-2 hours to elapse, log in to your ABS account to confirm the credits are in your ABS CME Repository.

All CME credits that exist in your MyCME portal can be transmitted using the instructions above.