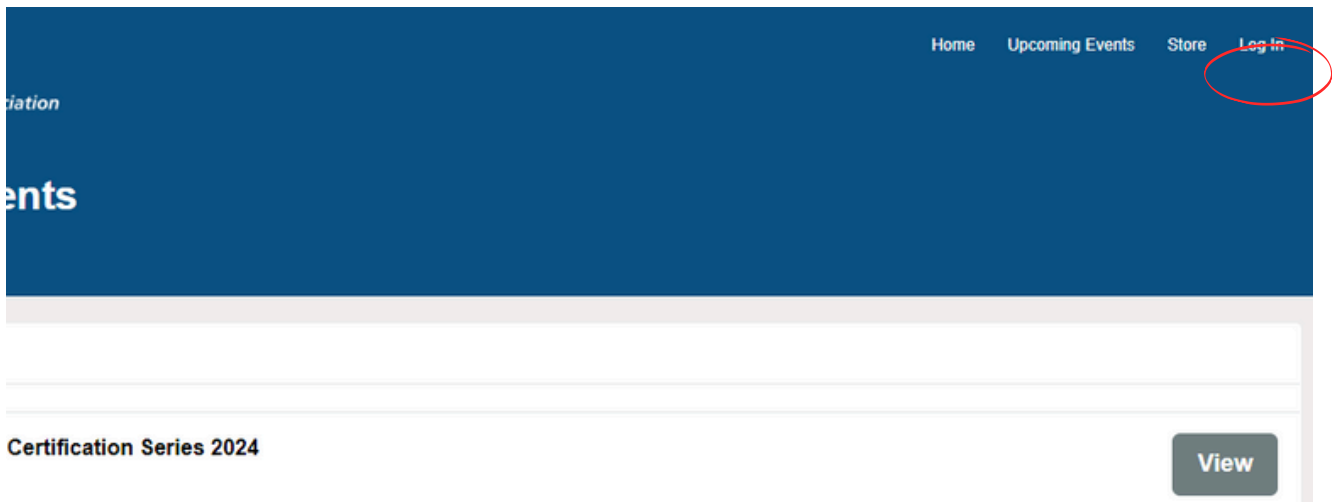




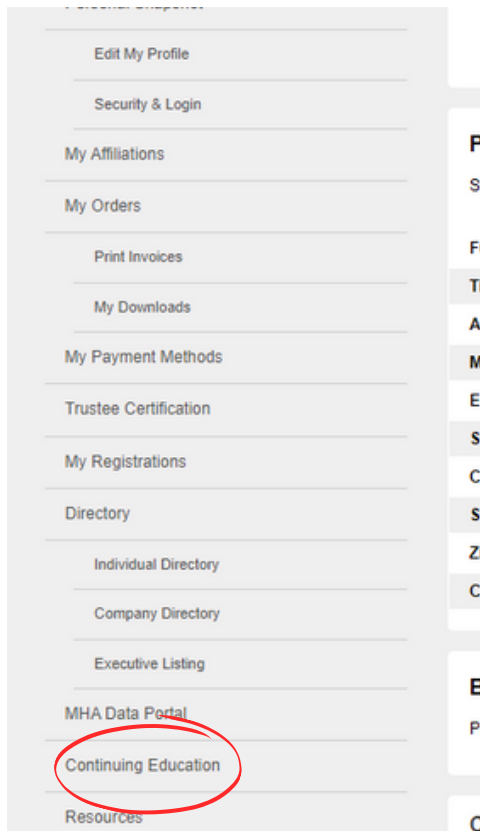
How to select continuing education credits and print certificates

Follow these instructions to select continuing education credits and print your own certificates.

1. Click [here](#) to log in to your Community Hub account.



2. After accessing your profile, select "Continuing Education" from the menu on the left-hand side.



3. Choose an event you attended and then click on "Select CEUs."

MHA Summer Trustee Conference
2024-07-31

7/31/2024 9:00 AM CDT
8/2/2024 1:00 PM CDT

Select CEUs

MHA Annual Meeting 2024-09-18

9/18/2024 8:00 AM CDT
9/20/2024 12:00 PM CDT

Select CEUs

4. Review the available credits and check the ones you'd like to collect.

Please note: Most MHA events and webinars offer General, MN BELTSS, and MN Board of Nursing credits. The only event that offers MN Board of Accountancy credits for Non-Approved CPE is the Fall Finance Conference. ***Be sure to select the correct box(es); otherwise, your selection will not be processed correctly.***

CEU Selector

Please select the boards you would like to receive.

- Certified Fund Raising Executive
- Continuing Education Units
- Continuing Professional Education
- General
- MHA Generic
- MN Board of Accountancy for Non-Approved CPE Credits
- MN Board of Continuing Legal Education
- MN Board of Executives for Long Term Services and Supports
- MN Board of Nursing
- MN Board of Pharmacy
- MN Board of Social Work

Next

5. Select the registration/session you have signed up for then click “Next”.

CEU Selector

Please select all of the sessions you attended.

* SessionSelections

MHA Annual Meeting registration

ACHE Program and Conference Registration

[Next](#)

6. Click “Next” once more.

CEU Selector

Please select the boards you would like to receive for this session.

MHA Annual Meeting registration

General

MN Board of Executives for Long Term Services and Supports

MN Board of Nursing

Please enter any feedback you have about this session.

Feedback

[Next](#)

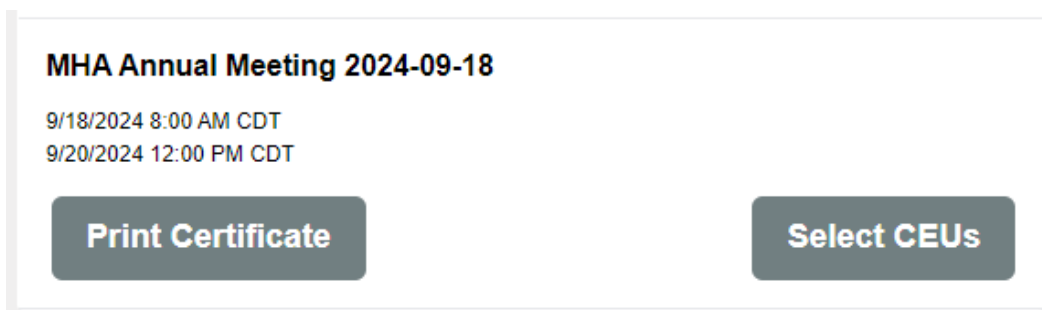
7. Click “Finish”.

CEU Selector

Your CEUs have been successfully selected. You may now print your certificate.

[Finish](#)

8. After clicking "Finish", the system will return you to the list of events you attended. From there, click on "Print Certificate".



MHA Annual Meeting 2024-09-18
9/18/2024 8:00 AM CDT
9/20/2024 12:00 PM CDT

Print Certificate **Select CEUs**

If you have any questions, please reach out to us at events@mnhospitals.org