



Contact Hours

- Attendees can claim 30+ contact hours. Total contact hours to be determined.
- Sessions awarding contact hours will be identified within the session information in the ENA Events app.
- Educational sessions will be recorded and available mid-February until May 31, 2025. Contact hours can be claimed until May 31, 2025, for accredited sessions.

Disclosure to Learners

Contact hours are awarded commensurate with participation and submission of evaluation.

The Emergency Nurses Association is accredited as a provider of nursing continuing professional development by the American Nurses Credentialing Center's Commission on Accreditation. Provider Unit No. P0232

The Emergency Nurses Association is approved by the California Board of Registered Nursing, Provider #2322.

Contact Hours FAQs

You will receive a personalized email with the link to the Contact Hour Portal
after 5:00 pm, Thursday, January 30, 2025.

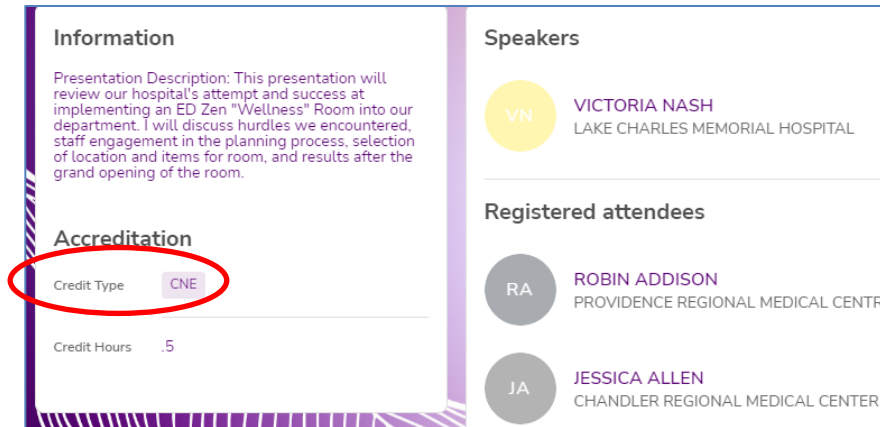
The email is sent from a third-party vendor and may be blocked by your institution's firewall.

Please check your spam or junk box. Look for emails from DoNotReply@eventScribe.com.

If you do not receive this email, contact CNE@ena.org

If you have any issues or concerns regarding contact hours, contact the CNE Team at
CNE@ena.org

1. I did not receive the email with my login information. What do I do?
 - Contact CNE@ena.org. Provide full name and email address where to send login information.
2. I was able to log in, but I do not know how to claim my hours.
 - See below for instructions. If you still need assistance, contact CNE@ena.org for further assistance.
3. How long do I have to claim contact hours?
 - The portal will be open until 11:59 p.m. (Central), Saturday, May 31, 2025. After this date, you can no longer claim contact hours, however, you will still have access to your certificate and session transcript.
4. How many contact hours can I claim?
 - 30+ contact hours.
5. How do I know which sessions are awarding contact hours?
 - If a session awards contact hour, it will appear on the left-hand side of the screen in the ENA Events app.



Instruction for Claiming Contact Hours

Click the URL link included in your personalized email to gain access to the portal. Your username and password (access key) will be pre-populated. If your login credentials are not automatically filled in, simply use the username and password (access key) provided in the email to log in.

ENA LEADERSHIP CONFERENCE 2025:
URL: <https://www.surveymagnet.com/magnet3/login.asp?EventKey=YQLUDUAC>
Username: cne@ena.org
Password (Access Key): QR6362TU

ENA Leadership Conference 2025
Thank you for attending the ENA Leadership Conference 2025. Click Login to access.

Login to Claim Contact Hours

New Users
Click 'Create Account' to create your secure account.
Create Account


Already a User?
cne@ena.org
SV5046ES
Log in
Forgot Password?






Complete the following tasks to claim contact hours:

1. Contact Hour Claim
2. Overall Evaluation
3. Download Certificate
4. Download Transcript

Task 1 – Contact Hour Claim

1. Click 'Contact Hour Claim' to begin this task.

 **TASKS** (You have 4 left to complete out of a total 4 assigned tasks)

-  **Contact Hour Claim** (task is due Saturday, May 31, 2025)
0/00/000 Contact Hrs claimed
-  **Overall Evaluation** (task is due Saturday, May 31, 2025)
-  **Download Certificate** (task is due Saturday, May 31, 2025)
-  **Download Transcript** (task is due Saturday, May 31, 2025)
-  [Click the link for step-by-step instructions on how to claim contact hours.](#)

2. Identify the session(s) you wish to claim contact hours. Sessions can be sorted by the following methods:
 - a. Alphabetically
 - b. Status
 - c. Track
 - d. Date

3. Click 'Unlock Evaluation' to open the Session Evaluation.

CONTACT HOUR CLAIM

Submit to Complete Task

ADMIN MODE:
Check this box to disable task achievements when you submit data on this page.

Disable Achievements

You must attest that you attended each session you are claiming contact hours, as well as submit an overall evaluation in order to access your certificate and transcript. You will be able to add/update as many sessions as you like until, Saturday May 31, 2025. After this date, no changes can be made.

Sort by Date | All Dates

Filter sessions...

Thursday, January 30th | Expand

10:30 AM - 11:15 AM (6)

10:30 AM - 11:15 AM | 0.75 Contact Hrs
Courageous Culture: Create Psychological Safety and Trust in the Workplace

Unlock Evaluation

10:30 AM - 11:15 AM | 0.75 Contact Hrs
Self-discipline and Self-leadership: How to Get Stuff Done

Unlock Evaluation

4. Attest you have attended the chosen session.
5. Provide any feedback regarding this session.
6. Click 'Submit' to save each Session Evaluation. You will return to the Contact Hour Claim page.

Submit

Session Evaluation
Thursday, January 30th
10:30 AM - 11:15 AM

Courageous Culture: Create Psychological Safety and Trust in the Workplace

I attest I attended this session. Please provide any feedback on this session.
(Required)

Enter response here...

Submit

NOTE: You must complete a Session Evaluation for **each** session you wish to claim contact hours.

- After you have evaluated **all** sessions, click the 'Submit' button to **claim** your contact hours. The contact hours will not be saved unless you complete this step. Go back to the task list.

CONTACT HOUR CLAIM

Submit to Complete Task

ADMIN MODE:
Check this box to disable task achievements when you submit data on this page.

Disable Achievements

You must attest that you attended each session you are claiming contact hours, as well as submit an overall evaluation in order to access your certificate and transcript. You will be able to add/update as many sessions as you like until, Saturday May 31, 2025. After this date, no changes can be made.

Sort by Date | All Dates | Filter sessions...

Thursday, January 30th | Expand

10:30 AM - 11:15 AM (6)

10:30 AM - 11:15 AM | 0.75 Contact Hrs
Courageous Culture: Create Psychological Safety and Trust in the Workplace
Evaluation Completed

10:30 AM - 11:15 AM | 0.75 Contact Hrs
Self-discipline and Self-leadership: How to Get Stuff Done
Unlock Evaluation

Task 2 – Overall Evaluation

- Click 'Overall Evaluation' to begin this task.

TASKS (You have 3 left to complete out of a total 4 assigned tasks)

- ✓ Contact Hour Claim
0.75 CNE Contact Hrs claimed
- ✗ Overall Evaluation (task is due Saturday, May 31, 2025)
- ✗ Download Certificate (task is due Saturday, May 31, 2025)
- ✗ Download Transcript (task is due Saturday, May 31, 2025)
- Click the link for step-by-step instructions on how to claim contact hours.

Overall Evaluation

Submit

Overall Evaluation

Identify knowledge gained and/or practice you will implement because of participating in the 2025 Leadership Conference. (Required)


Enter response here...

2. Provide a short answer for each question. When you are finished with this task, click the 'Submit' button.

NOTE: The certificate will not be available until Tasks 1 and 2 are completed.

Task 3 – Download Certificate

1. Click 'Download Certificate' to begin this task.



TASKS (You have 2 left to complete out of a total 4 assigned tasks)

- ✔ Contact Hour Claim
0.75 CNE Contact Hrs claimed
- ✔ Overall Evaluation
Evaluation started Tuesday, January 14th, 5:22 PM and completed Tuesday, January 14, 5:23 PM
- ✘ Download Certificate (task is due Saturday, May 31, 2025)
- ✘ Download Transcript (task is due Saturday, May 31, 2025)
- 💬 Click the link for step-by-step instructions on how to claim contact hours.

2. There are three options on how to receive your certificate:
 - a. Print
 - b. Save as PDF
 - c. Email (will be sent to email address used to register for conference)



Task 4 – Transcript

1. Click 'Download Transcript' to begin this task.

TASKS (You have 1 left to complete out of a total 4 assigned tasks)

- ✓ Contact Hour Claim
0.75 CNE Contact Hrs claimed
- ✓ Overall Evaluation
Evaluation started Tuesday, January 14th, 5:22 PM and completed Tuesday, January 14, 5:25 PM
- ✓ Download Certificate
- ✗ **Download Transcript** (task is due Saturday, May 31, 2025)

Click the link for step-by-step instructions on how to claim contact hours.

2. There are three options on how to receive your transcript:
 - a. Print
 - b. Save as PDF
 - c. Email (will be sent to email address used to register for conference)

ENA Leadership Conference
2025

Sessions Listing:

Session Title	Contact Hours
Courageous Culture: Create Psychological Safety and Trust in the Workplace	0.75

Total Contact Hours Awarded: 0.75

Attendees can continue to claim contact hours until **11:59 p.m. (Central), Saturday, May 31, 2025**. Be sure to click 'Submit' after each change so the number of contact hours is updated. Also, do not forget to access an updated copy of the certificate.

No contact hours can be claimed after **May 31, 2025**, however, access to the certificate and transcript will still be available.

Contact cne@ena.org with any questions regarding the contact hour claim process.