



# Here are step-by-step instructions on how to search for and claim activities in Mainpro+®.

If you have a nine-digit session ID (given by the program provider):

- 1 Log in to your Mainpro+ account at [www.cfpc.ca](http://www.cfpc.ca)
- 2 Go to your **Mainpro+ Dashboard**

Home My Account News and Events Resources Mainpro+ ▾

- CPD Dashboard
- CPD Activities List
- PLP Hub
- Reports

**Quick Links**

- My profile
- Welcome package

**Mainpro+® Credit Summary**

Mainpro+® is the CFPC's program designed to support and promote family physicians' continuing

**Self Learning™ Program**

The Self Learning™ Program provides access to the latest research from more than 100 peer-reviewed

- 3 Click "Enter A CPD Activity" on your CPD dashboard

My Dashboard

Dr. Robin Testat

Current Cycle: 2024-07-01 - 2029-06-30

Enter a CPD Activity

Dr. Robin Testat

Current Cycle: 2024-07-01 - 2029-06-30

Enter a CPD Activity

- 4 If you have a certificate with a nine-digit session ID, simply enter it in the search bar, and click "Claim Credits" in the "Actions" tab

**Search for CPD Activities** Activities found: 1

Search by Activity Title, Activity Type, Session ID, or City. Ex: "Teaching" or "Toronto"

185353-001

Filters

Activity Name/Type	Type	Session ID	Date	Credit Category	Actions
Family Physicians and CancerControl: Strengthening Linkages Workshop	✓	185353-001	2017-04-22	Certified	Claim Credits

- 5 Verify the information on the form and click Submit

If you don't have a session ID, you can search for activities using keywords like reading, teaching, publication, etc.

- 6 Click "Enter A CPD Activity" on your CPD dashboard
- 7 Type "Teaching" (or any other term) in the search bar
- 8 Browse the results and find the relevant activity
- 9 Click "Claim Credits" to manually fill out the form

**Search for CPD Activities** Activities found: 453

Search by Activity Title, Activity Type, Session ID, or City. Ex: "Teaching" or "Toronto"

teaching

Filters

Activity Name/Type	Type	Session ID	Date	Credit Category	Actions
Linking Learning to Teaching	★ Mainpro+ Eligible Activity			Certified Assessment	Claim Credits
Teaching and curriculum planning	★ Mainpro+ Eligible Activity			Non-certified	Claim Credits
Teaching and Assessing Critical Thinking Program (TACT - Part 1)	✓ CERT+ Program			Certified	Claim Credits
Essential Teaching Skills 3: Professionalism	✓ CERT+ Program			Certified	Claim Credits
Essential Teaching Skills for Preceptors	✓ CERT+ Program			Certified	Claim Credits

- 10 Fill in the required information; be sure to read the instructions carefully
- 11 For non-certified activities you can claim one credit per hour of participation



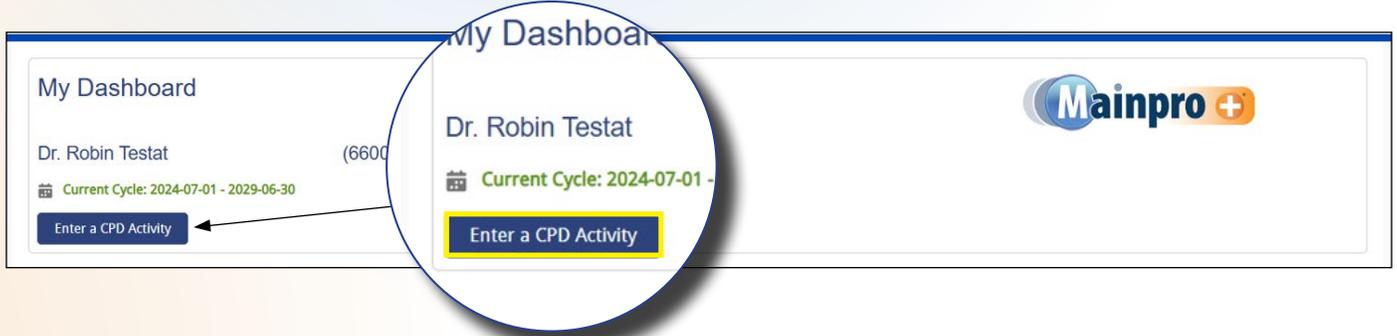
## Helpful tips

▶ Need to attach a document? Click Upload at the bottom of the page.

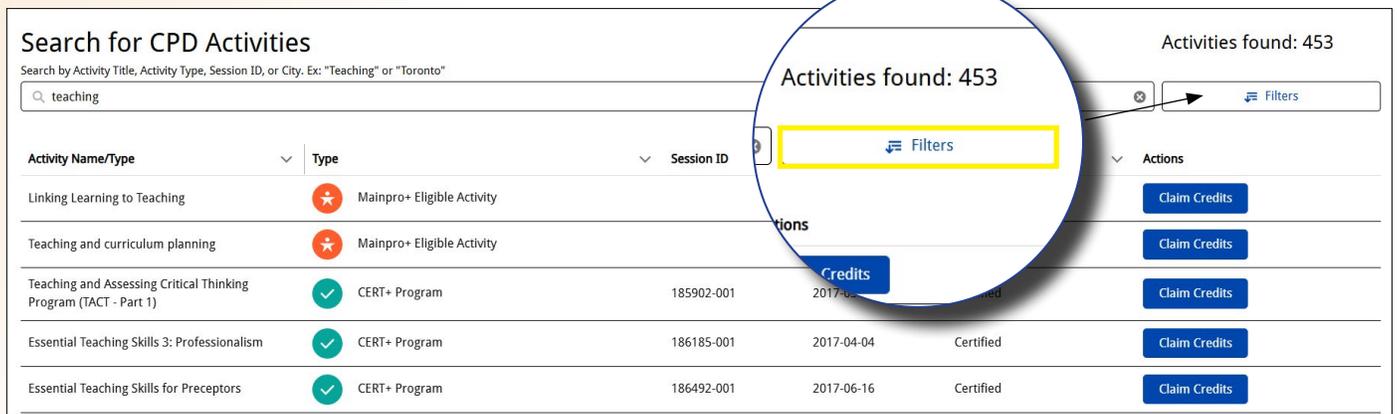
▶ You always have the option to click "save for later" to keep your work in your CPD Activities list, or click "Delete" or "Cancel" if needed

## Search using the filters:

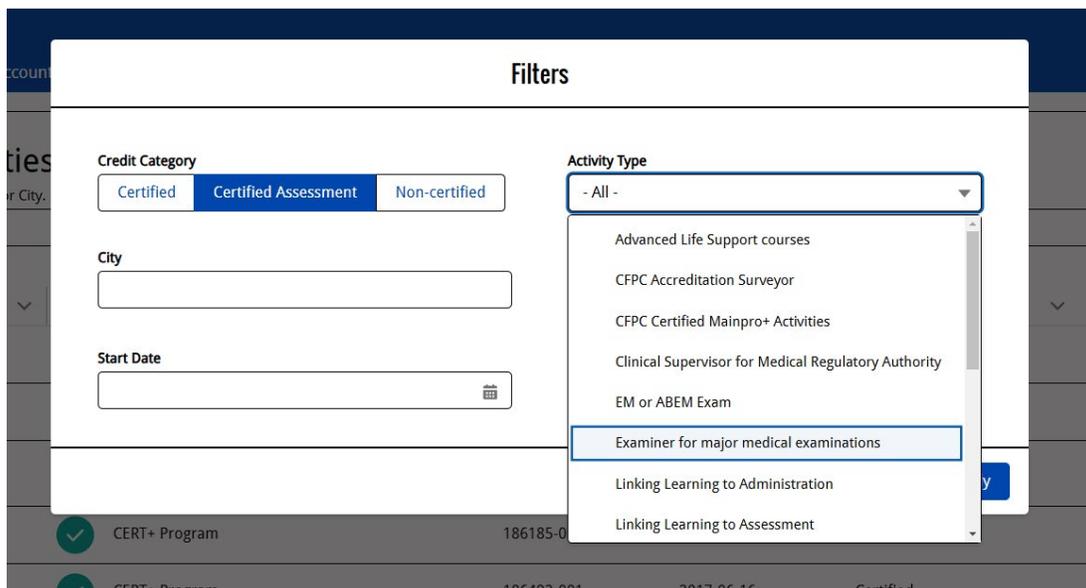
- 1 Click "Enter A CPD Activity" on your CPD dashboard



- 2 Click "Filters" beside the search bar



- 3 You can select a credit category to view all of the eligible options. For example, clicking "Certified Assessment" will show you the full list of activities that you can do to claim Certified Assessment credits.



- 4 Once you've selected your filters, click "Apply" to view your results