

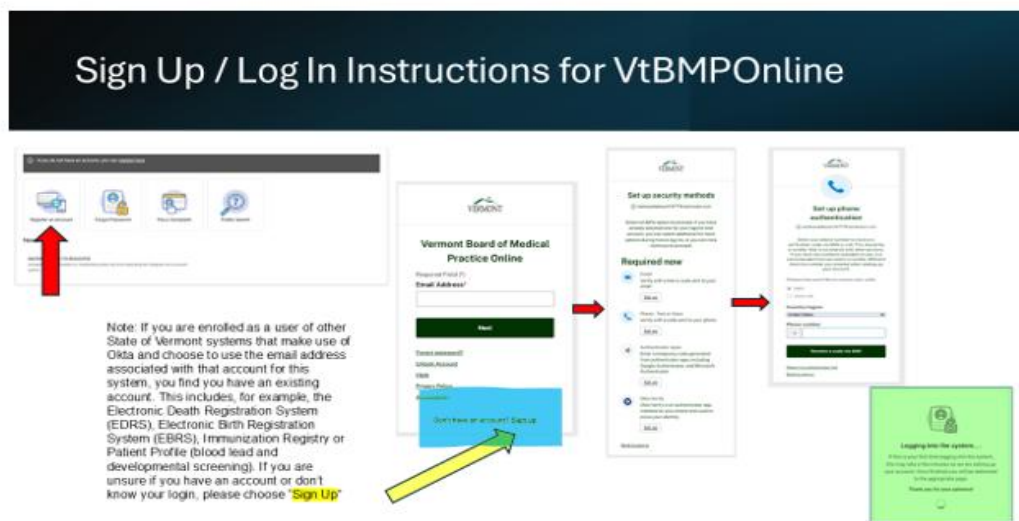
Vermont Board of Medical Practice

2026 MD License Renewal CME Tips and Tricks

You need to create an account in the new system; the old login will not work anymore, even if you choose “forgot password.” After creating an account in the new system, you must claim your license. Detailed steps are below. Follow this link to get to the new system.

www.medicallicensing.vermont.gov

If you hold a license obtained via the **IMLCC** (also known as “the Compact”), you must complete the renewal through the IMLCC and pay there. Then, you will be directed to complete the renewal portion and CME reporting on our system. **Don’t pay a second time for this 2026 renewal.**



How to Claim a License

Under Agency Selection, use the drop down arrow to choose your license type. Only click the box for a first time applicant if you have never held a Vermont license.

Select a credential setup
Next: Let's look you up in the system

☐ I am a first time applicant/not sure which agency to select

Agency Selection

Cancel Next

If these are the correct licenses for you, click Finish.

Let's look you up in the system
Next: Results

First Name *

Last Name *

SSN *

Cancel Back Finish

All of the credentials listed below will be onboarded to your account upon clicking finish.

Name	Credential	Credential Number	Status	Address
Test File, Tracy	042.Physician	042.00000000	PENDING	VT
Test File, Tracy	042.Physician	042.00000000	PENDING	VT
Test File, Tracy	042.Physician	042.00000000	PENDING	VT
Test File, Tracy	042.Physician	042.00000000	PENDING	VT
Test File, Tracy	042.Physician	042.00000000	PENDING	VT
Test File, Tracy	042.Physician	042.00000000	PENDING	VT
Test File, Tracy	042.Physician	042.00000000	PENDING	VT

Cancel Back Finish

You **must** start your renewal prior to entering your CME activities in the system. That is because CME requirements may vary based on the type of credential you hold and how recently you obtained it; the system will determine your CME requirements based on information you provide in your renewal. You need to answer the question on whether or not you hold a DEA registration. Here is what it will look like in the system:

DEA Status

Next: Professional CE Details

Hide Steps >

Do you hold or have applied for a DEA? *

☐ Yes

☐ No

Back

Next

Your answer to the DEA question allows the system to determine if CME on prescribing controlled substances is required.

There are two paths to get to the point where you enter CME. 1. Enter it while completing your renewal. At a point in the renewal process you will see the following:

Continuing Education Status

View Education Information

Before submitting this application you must review and acknowledge your Continuing Education Status.

**AMA PRA Category 1TM activities and American Academy of Family Practice accredited activities are accepted. ** Participants in ACGME Training. Some licensees who are in residencies or fellowships hold full licenses and thus would be subject to the CME requirements that come with full licensure. They are not exempt from the requirement but may request recognition of their training program as providing 15 CME credits for each full year of training they completed during the licensing cycle.

Current Status

You have not reported sufficient courses to meet your Education requirements

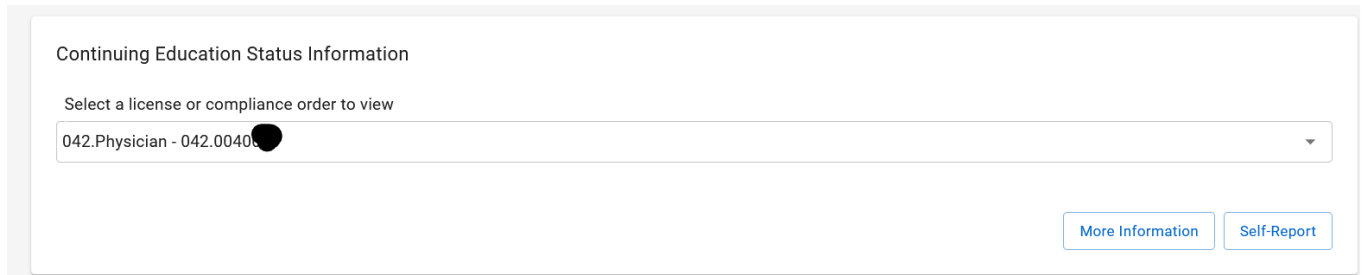
☐ I understand and acknowledge my Continuing Education Status. *

Back

Next

Click on the tab “View Education Information,” which is highlighted above, to begin entering your CME activities.

2. If you choose to complete your renewal without having first entered your CME activities, you may go back to enter CME from the first page you see after logging into your account. You will see the box shown below on that page. Click the “Self Report” button in the lower right corner.



The screenshot shows a web form titled "Continuing Education Status Information". Below the title is a label "Select a license or compliance order to view" followed by a dropdown menu. The dropdown menu is open, showing the selected option "042.Physician - 042.00406" with a black circle next to it. In the bottom right corner of the form, there are two buttons: "More Information" and "Self-Report".

After clicking “Self Report,” you will see “Self Report Details” and below there is a box to enter the name of the CME provider. Enter the provider name. When you start typing a list of providers might pop up; you may choose the provider name if you see it in the list. Then, enter the name of the course. Even if the name of the course pops up, be sure to check the box next to **“My course is not listed,”** as seen below.

This will allow you to enter your CME and hours and then apply it to the correct requirement part. There are three possible “Requirement Parts”: 1. AMA PRA Category 1 Credits 2. Hospice/Palliative Care/End-of-Life Care/Pain Management 3. Safe Opioid Prescribing (needed if you

hold a DEA registration). Each applicable Requirement Part must be satisfied.

Course

☒ My Course is not listed

Course Name*

Enter Course Name

Course Format*

Select Course Format

Total Units*

Enter Unit

Course Description

Enter Course Description

Completion Date*

mm/dd/yyyy

☐ Is Bundle Course

Requirement Part*

Select Requirement Part

Cancel

Continue