



Completion Data Portal Instructions for Sponsor Organizations

Log into the Completion Data Portal

Use the username and password* provided to you by the ABP, <https://cdp.abp.org/log-in>

* *Forgot your Portal username/password? Email MOCAMpeds@abpeds.org with "Completion Portal" in the subject line.*

THE AMERICAN BOARD of PEDIATRICS

Log In

Completion Data Portal Log In

Log In

Username
Enter Username

Password
Password

Sign In

Forgot username/password?
Email MOCAMpeds@abpeds.org with Completion Portal in the subject line.

You have 2 options:


- Report Activity Completion
- Download Activity Completions Entered


Completion Data Portal

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Completion Data Portal

Completion Data Portal For MOC Credit Entry

 **Report Activity Completion**
Submit activity completion data for a pediatrician.

 **Activity Completions Entered**
Download activity completion that you have entered.

Report Activity Completions

- This is where individual diplomate activity completions are entered.
- You will need the diplomate's ABP ID#, completion date and activity name to enter the data.
- Complete all areas and click Submit

Report Activity Completion

Activity Completion Data Back

ABP ID

Partner Name

Activity Name

Completion Date

Confirm Activity Completion Data

- Please ensure all of the information is correct and click Confirm Activity Completion.


- If you need to enter more completions, click the box at the bottom that says 'Add more completions'.

- If you have no other completions to enter, you will then logout.



Activity Completions Entered

- Once you have entered the appropriate criteria you have the option to export the information to Excel or PDF.

 **Activity Completions Entered** **Back**

Please Enter Search Criteria

Date Entered	Begin	<input type="text"/>	End	<input type="text"/>
Completion Date	Begin	<input type="text"/>	End	<input type="text"/>
Activity Name	<input type="text" value="Select Activity"/>			
ABP ID	<input type="text"/>			



Completion Portal FAQs

Frequently Asked Questions

Q. The diplomate does not have an *ABP ID# to give to me and I cannot update his/her completion?

- A. For QI Projects, the diplomate's ABP ID# is located on the Attestation Form. This form indicates physician participation and is required to be submitted to project administration before an activity completion can be entered.

For Web-Based Activities, the ABP ID# should always be a mandatory requirement prior to enrollment in the activity.

* ABP IDs can be found in the upper right of every screen when the physician logs into their portfolio at abp.org. You can also click [here](#) to search.

Q. Help! I have updated a completion record for the wrong diplomate! What do I do?

- A. Please contact MOCAMPeds@abpeds.org at your earliest convenience to reverse this entry.

Q. The date of completion that I am entering for the diplomate will not commit when I attempt to confirm my entry?

- A. A completion date will only be accepted by the Portal if it is within the range of the approved MOC credit start/end dates. If you are attempting to enter a date outside this time period, an error message will appear. Please correct date and re-submit.

Q. Do I need to inform the diplomate that I have updated their completion record for an activity?

- A. Once a completion credit has been updated for a diplomate, an automatic email is generated by the ABP and sent to the email address on file for the diplomate informing them of their completion. The email will direct them to their ABP Portfolio to log in and see how the credit was applied to their MOC progress.

Other Questions?

Please email MOCAMPeds@abpeds.org