

CE Broker Integration Information

Website: <https://cebroker.com/>

What is CE Broker?

CE Broker Integration (Texas Providers Only) An official digital platform used to track and report continuing education (CE) requirements for licensed professionals.

Beginning January 2026, CHRISTUS-accredited CME activities will be automatically reported to CE Broker. Medical providers can also begin to report activities to CE Broker.

Please note:

- A CE Broker account is required
- Credit must be claimed in CME Tracker before it can be reported
- External CME certificates uploaded to CME Tracker will not automatically transfer to CE Broker



Reporting CE Credits to TMB

After completing a continuing education (CE) course, report your credits to the Texas Medical Board through CE Broker. This process ensures TMB has a record of your continuing education compliance.

Important: Check for Automatic Reporting First

Before manually reporting any credits, check your CE Broker transcript to see what has already been reported on your behalf. UT MD Anderson automatically reports certain credits to CE Broker. Other CE providers may also report credits directly to CE Broker on your behalf. Only manually report credits that do **not** already appear in your CE Broker account to avoid duplicate entries.

1. Gather your course information

Before you begin reporting, have the following information ready:

- Certificate of completion
- Course title
- Provider name
- Completion date
- Number of CE hours earned
- Course category (e.g., Formal Category 1, Medical Ethics, Pain Management, etc.)

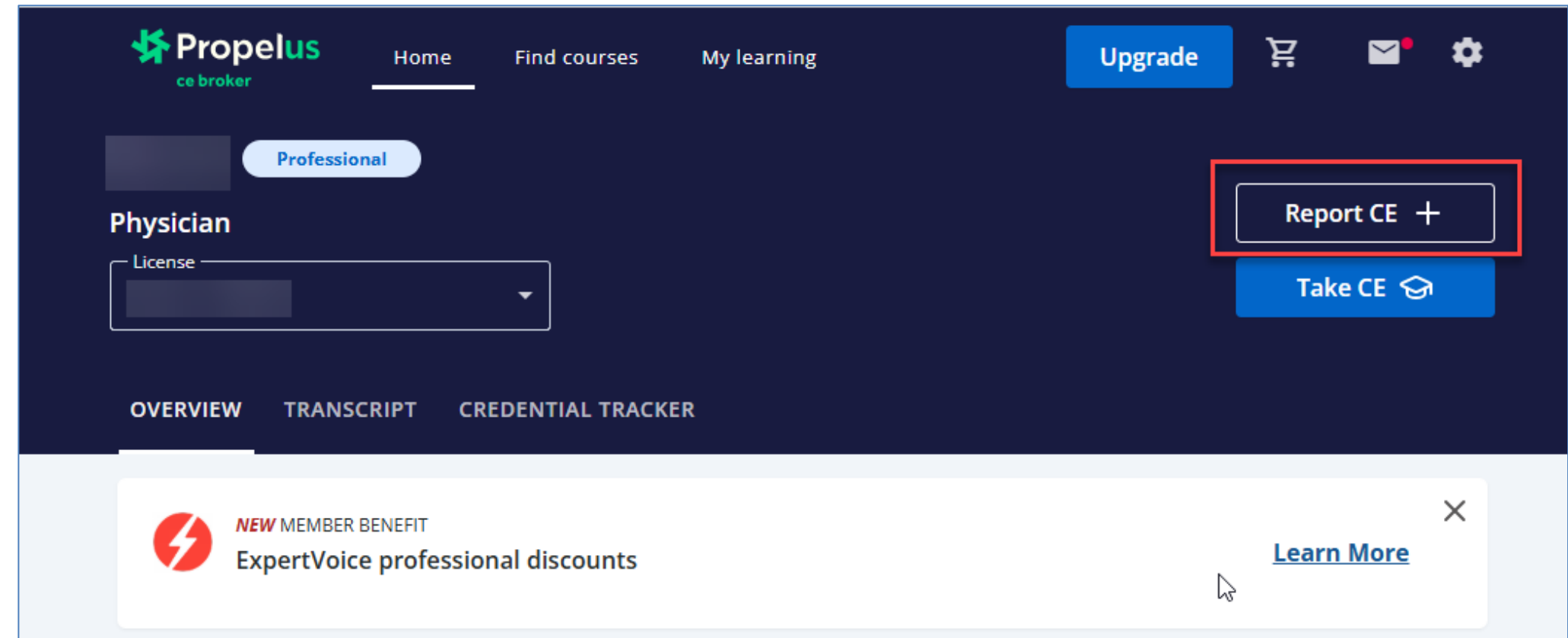
2. Log in and navigate to your dashboard

Log in to your CE Broker account at www.cebroker.com.
You'll be taken to your dashboard.



3. Click 'Report CE'

In the top-right area of your dashboard, click "Report CE" button.



4. Choose a reporting option

A. A dialog box will appear with two reporting options:

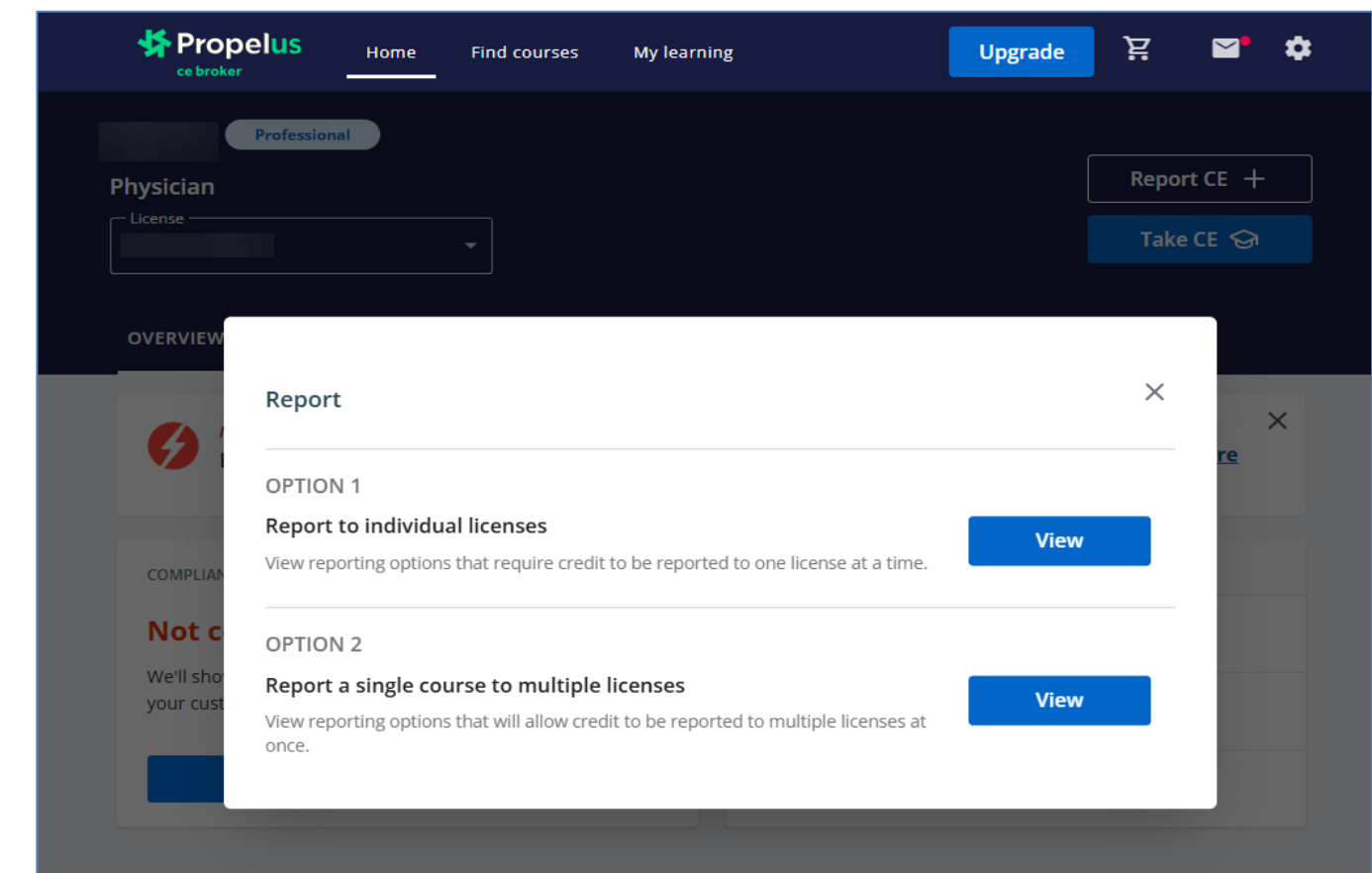
OPTION 1: Report to individual licenses

- Use this option when you want to report CE credit to one specific license at a time. This is the most common option for most users.
- **When to use:** When you have completed a CE course and want to report those hours to one state license (e.g., Texas Medical Board).

OPTION 2: Report a single course to multiple licenses

- Use this option if you hold licenses in multiple states and want to report the same CE course to all of them at once.
- **When to use:** If you are licensed in multiple states (e.g., Texas and another state) and the same course applies to both licenses.

B. For most Texas providers, select OPTION 1 and click "View."



Individual Certificate

1. Reporting Methods

A. **Organization Transcript:**
Select this if using a transcript from PEP or other organization.

B. **Remaining options:**
Select the appropriate credit type if reporting certificates from individual activities.

[Report CE/CME](#) [Additional Options](#)

Formal Category 1 or 1A CME hours Learn more How to report	Report
Organization Transcript of Formal Category 1 or 1A CME hours Learn more How to report	Report
Informal CME hours Learn more How to report	Report
Medical Ethics and/or Professional Responsibility CME Learn more How to report	Report
Pain Management and the Prescription of Opioids CME Learn more How to report	Report
Human Trafficking course approved by the HHSC Learn more How to report	Report
CME Related to Pain Management Learn more How to report	Report
CME in the area of EMS Medical Direction Learn more How to report	Report
Participation in a program sponsored by the board and approved for CME credit for the evaluation of a physician competency or practice monitoring Learn more How to report	Report

CE Certificate Elements

- **Completion Date:** Course date completion
- **Course Type:**
 - Live (Lecture, Conference, Workshop, etc.)
 - Anytime (Computer-Based Training, Prerecorded Broadcast, Correspondence)
- **CE Hours:** Number of CE hours earned (e.g., 2.0, 1.5)
- **Course Title:** Full name of the CE course exactly as it appears on your certificate
- **Provider Name:** Name of the organization that provided the course

Make sure all information is accurate and matches your completion certificate or transcript.

CE Broker Page

Course Detail

Formal Category 1 or 1A CME hours - [MD]

Date Completed *
MM/DD/YYYY

Course Type *
☒ Live (Involves live interaction with presenter/host)
☐ Anytime (Is not date, time or location specific)

[Select One]

Instructions: Please enter hours only for the subject areas you wish to claim credit for. You may leave irrelevant fields blank.

Subject Area	Hours
Formal Category 1 or 1A Hours	Hours

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6. Entering Credits After clicking on continue to next step, you will be prompted to upload your certificate. Please have the certificate readily available

7. Upload your documentation

TMB requires that you maintain documentation of all CE courses. CE Broker allows you to upload a copy of your course completion certificate:

- Click "Attach Document"
- Select your certificate file from your computer (PDF or image file)
- Wait for the file to upload

8. Review and submit

9. Verify

Double-check all the information you entered to make sure it's accurate. Once you're satisfied, click "Submit CE".

Verify the credit was reported.

After submitting, the course should appear on your CE Broker transcript.

To verify:

- Go to your dashboard
- Click the "TRANSCRIPT" tab
- Look for your newly reported course in the list
- Check that your compliance percentage has increased

Important: TMB Reporting Timeline

Credits reported to CE Broker are automatically transmitted to the Texas Medical Board. However, there may be a processing delay of a few days. Always report your CE credits well before your license renewal deadline.

CE Broker Attestation

Important: CE Broker is currently requiring all physicians to address the Forensic Evidence Collection CME Requirement, including those who are NOT Emergency Department physicians.

If the requirement does not apply to your practice, you must still log in to CE Broker and complete the required attestation indicating that you are exempt.

Failure to upload your certificate, if applicable, or to complete the required attestation will cause your CE Broker account to reflect a non-compliant status, which may delay or affect your Texas Medical License renewal.

If you are required to complete the Forensic Evidence Collection CME Requirement for your Texas Medical License, please use the following HealthStream course:

[Forensic Evidence Collection, Texas Providers - CME Courses](#)

The course is available through HealthStream for \$20. Upon successful completion, you will receive a certificate of completion. Please upload this certificate to CE Broker to document your compliance.

Please complete the appropriate action in CE Broker as soon as possible to ensure your account remains in compliance. This is a Texas Medical Board requirement, superseding medical practice/group/credentialing for physicians.



CE Broker Attestation Continued

How to submit the Forensic Evidence CME Exemption:

1. Log into your CE Broker account: [Your CE compliance companion - Propelus CE Broker](#)
2. If you forget your username or password: [Account Log In | CE Broker](#)
3. Click the + Report CE button on your main dashboard
4. Click on the “Additional Options” tab
5. Select the applicable CE Cycle
6. Find the Attestation of “Not practicing in an ER Setting” option and click “Begin” to submit.

IMPORTANT: To complete the attestation, you will need to click “Report CE” then report “Not Working in an ER Setting” on the Additional Options tab to remove the requirement.



Registrations Department – GAC,
TRS
Texas Medical Board
www.tmb.texas.gov
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How to Report an Exemption

To report your exemption and update your compliance status, follow these steps:

- 1. Log in to your CE Broker account.
- 2. Click View Details and select + Report CE.

Credentials Overview

Total (1) Expiring Soon (0) Expired (0)

Add Credential

Licenses (1)

Physician
Texas Medical Board - Physicians

Expires
Nov 30, 2026
Current

License Number
H801

View Details

Requirements
View CE History
+ Report CE

CE Requirements
62 of 48 Hours | Due: Nov 30, 2026

Certifications & Other (0)

- 3. Select the Additional Options tab.

Report Continuing Education

Select license/certificate #: S99999999

Report CE/CME

Additional Options

Formal Category 1 or 1A CME hours
[Learn more](#) [How to report](#)

Report



How to Report an Exemption Continued

4. Choose the appropriate licensing period from the drop-down menu.
5. Find the relevant exemption and click Learn More to review specific criteria.
6. Click Report next to the option that applies to you.

Report CE/CME Additional Options

Select CE cycle: 09/01/2024 - 08/31/2026 09/01/2022 - 08/31/2024

Becoming board certified or recertified by a specialty board

[Learn more ^](#)

LEARN MORE

PLEASE NOTE: This provision does NOT exempt the physician from ALL CME requirements. Also, this exemption is valid for a maximum of one registration.

Board Certification Per Board rule 166.2(c), a licensee shall be presumed to have complied with this section if in the preceding 36 months the licensee becomes board certified or recertified in a medical specialty and the medical specialty program meets the standards of the American Board of Medical Specialties, the American Medical Association, the Advisory Board for Osteopathic Specialists and Boards of Certification, or the American Osteopathic Association. This exemption is valid for a maximum of one registration.

Documentation Required
Please be prepared to upload proof of becoming board certified by a specialty board within the last 36 months.

Report

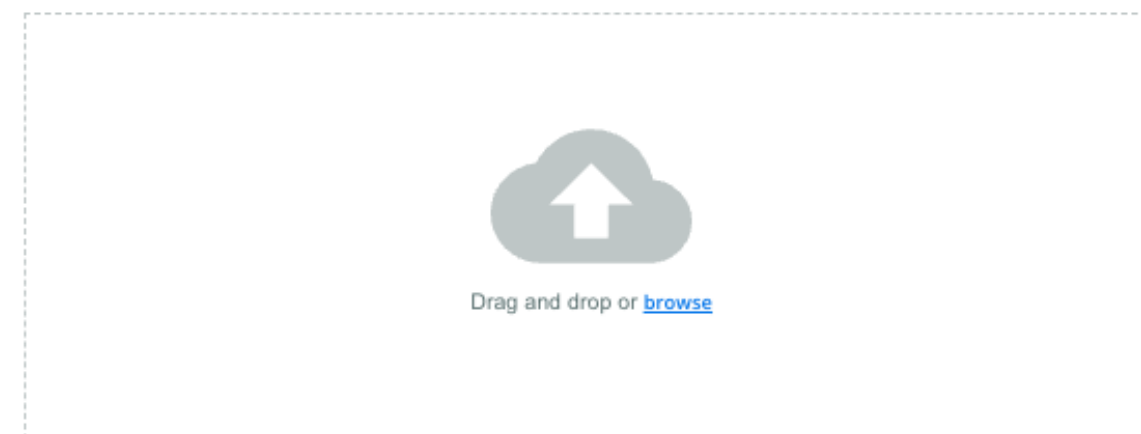
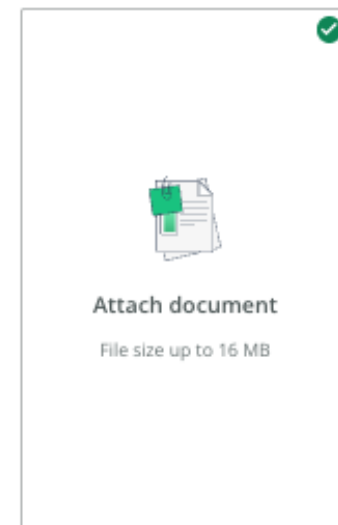
How to Report an Exemption Continued

7. Follow the prompts to answer required questions and click Continue.
8. Upload the required documentation (such as military orders or a written statement).

Attachments

Becoming board certified or recertified by a specialty board

Please be prepared to upload proof of becoming board certified by a specialty board within the last 36 months.



The file size can be up to 5000 Kb and may be in any of the following formats: .doc, .docx, .ppt, .pptx, .xls, .xlsx, .wpd, .txt, .pdf, .jpeg, .jpg.

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After submitting, you can monitor the status of your exemption in your **Course History** tab.

- **Pending:** Your request has been routed to the Texas Medical Board for review.
- **Approved:** The Board has accepted your request, and your requirements have been updated.
- **Disapproved:** The Board has denied the request. Contact the Board directly for more information.
- **Revoked:** This status appears if an exemption reported in error was removed at your request.

Note: Board review times vary. We recommend submitting written exemption requests at least 30 days prior to your license expiration date.

