

# Quick Start Checklist for Clinical Sites

Thank you for choosing ACEMAPP for your clinical education needs! Below, we've outlined some of the first steps you can take to ensure a successful start.

**Verify email and log in**

**Complete profile setup**

**Review and approve incoming partnerships**

**Review and manage rotation requests**

**Review and manage submitted applications (if applicable)**

**Approve restricted requirements (if applicable)**

**Monitor compliance and confirm "Roster Sent"**

**Review "Profile Completion Reports"**

## On-Demand Support

### The Help Desk

Use our help desk to find step-by-step guides for all of ACEMAPP's basic functions.

[acemapp.org/kb](https://acemapp.org/kb)

### Orientation Video

Watch step-by-step videos to learn more about the clinical site process.

[acemapp.org/kb/470](https://acemapp.org/kb/470)

### Support

If you have any questions, please contact our support team Monday - Friday  
8am-5pm, ET.

**web:** [acemapp.org/contact](https://acemapp.org/contact)

**phone:** 844-223-4292

**email:** [support@acemapp.org](mailto:support@acemapp.org)