

ACMT Member Center Overview and User Guide

Beginning Wednesday, August 31, 2022, the old system will no longer be accessible. All member functions will go through the new Member Center. See guidance below for the main user functions in the new system. If you encounter any problems or have questions please contact ACMT staff at membership@acmt.net.

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Getting Started: First Login Update Your Password

The first thing you will need to do is reset your password to activate your login for the new system. You may choose to use the same password you previously used, or something different if you wish.

1. Click on the following URL: <https://acmt.users.membersuite.com/auth/portal-reset-password>



Forgot your password?

Enter your Username below and we will send a message to reset your password

Reset my password

[Back to Sign In](#)

2. Follow the steps to reset your password

- UID will be the email address used on this email
- Note: the UID is case sensitive, so make sure the email is all lowercase
- If you're a registrant for the Board Review Course, you don't need to do this!



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We have sent a password reset code by email to j***@g*** Enter it below to reset your password.

Code*

New Password*

Enter New Password Again*

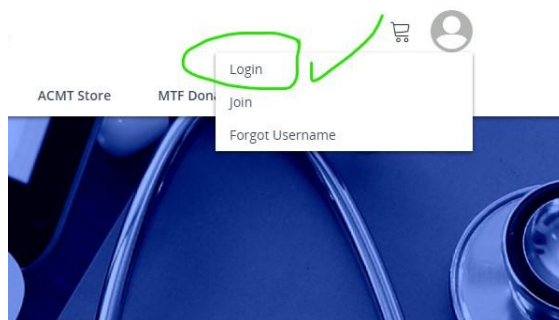
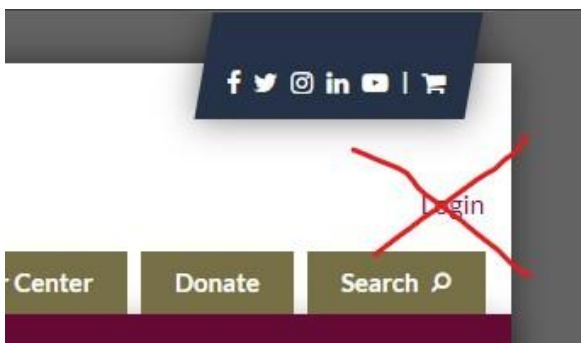
- ✗ Password must be at least 8 characters.
- ✗ Password must contain at least 1 number.
- ✗ Password must contain at least 1 uppercase letter.
- ✗ Password must contain at least 1 lowercase letter.
- ✗ Password must contain at least 1 Special Character from the following list:
(^\$*.[]{}()?-!"@#%&/\, > < ' ; | _ ~ `)

Change Password

[Back to Sign In](#)

3. If you have any issues, for example, you don't receive the code it requests, contact Jenn Dorsey, Membership Manager (jenn.dorsey@acmt.net)

PLEASE NOTE: Once you have set up your access in the new Member Center, you will always log in there to access your member activities. The "Login" button on the upper right corner of the ACMT website is now effectively dormant, and will not connect you to the new system. Once the new websites are launched, single sign-on connections will be re-integrated.

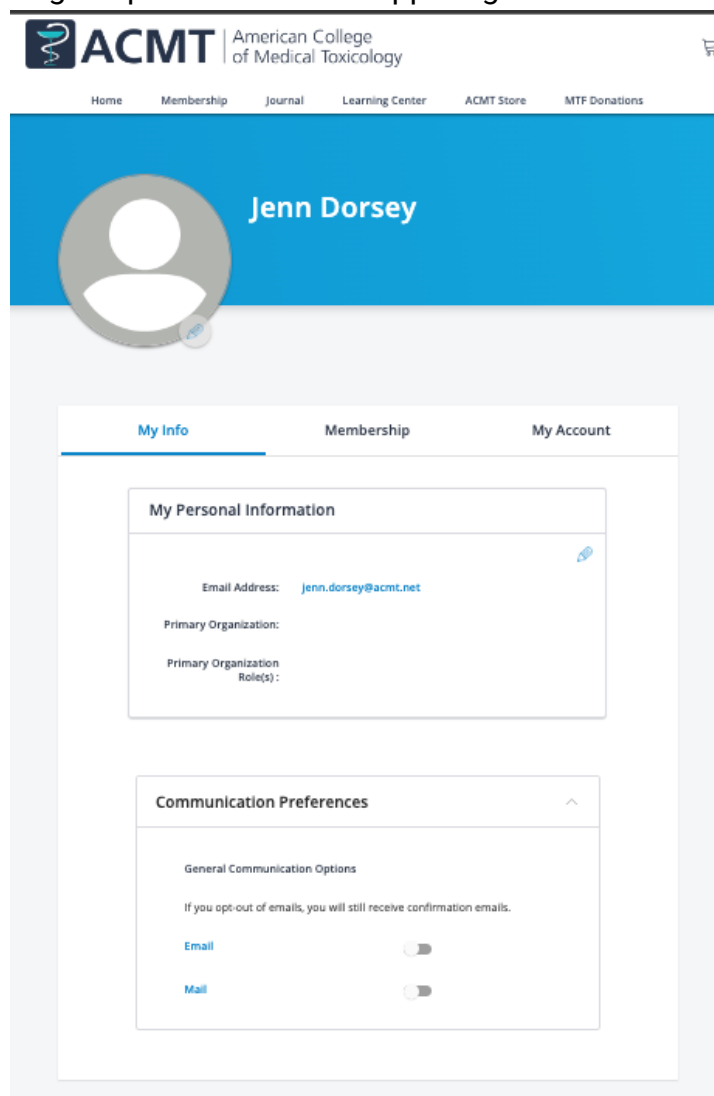


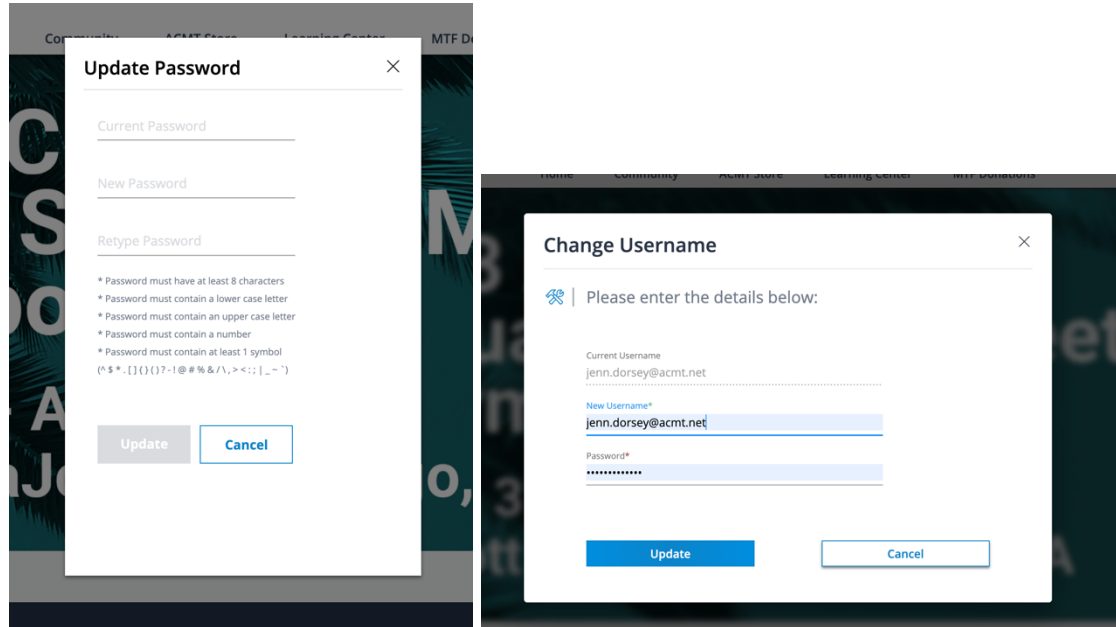
Updating Your Profile and Directory Information

Click on the person icon on the top right-hand corner to access your profile, update your password or username, or member directory information.



The profile section shows your contact information, membership information, and any saved payments options. You can make changes to your profile and account information by clicking the pencil icon in the upper right corner.





Top Navigation: Home Screen

Use the top bar for navigation. Here you will find tabs to access all your member features.

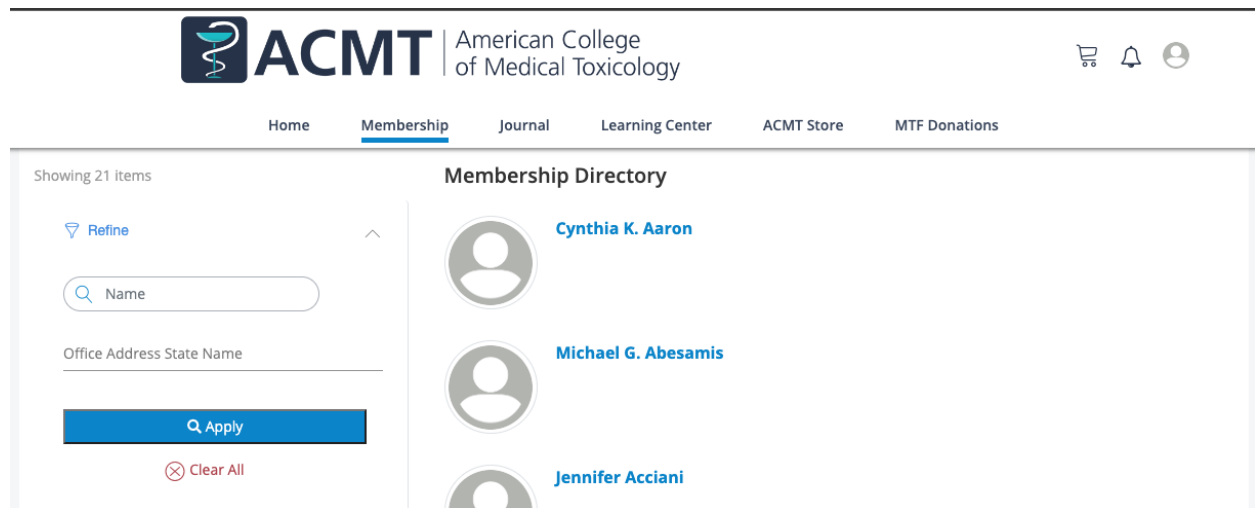
- “Membership” houses access to the Member Directory, ACMT Forum Discussion Board, Committees and Sections and FACMT Application link.
- The “Journal” tab gives direct member-access to the Journal of Medical Toxicology content. (Only active logged in members will be able to see and access this tab.)
- The “Learning Center” tab takes you directly out to all of ACMT education content including event information and registration, and access to on-demand content including courses, webinars, podcasts and more.
- The “ACMT Store” takes you directly to ACMT’s Zazzle store where you will find ACMT and tox-themed original designs for apparel, drinkware, accessories and more.
- The “MTF Donations” tab will take you to a page where you can submit donations to the Medical Toxicology Foundation.



Top Navigation: Membership Tab

(1) Member Directory

The Member Directory is searchable by name or location



(2) ACMT Forum Discussions

In the "Forums" section you can subscribe and post. Posts are moderated and will appear once approved by the moderator. Please note posts from the older system will no longer be accessible here. If you wish to retrieve information from older posts please contact ACMT staff at info@acmt.net.

To post to the "Jobs" section there is a fee of \$500 per post. Please contact info@acmt.net to submit your post and arrange payment.

American College of Medical Toxicology Discussion Board

You may have to register before you can post. To start viewing messages, select the forum that you want to visit from the selection below.

 Refine

Search

| Forum Name | Last Post | Topics | Posts | |
|------------------|---|--------|-------|---------------------------|
| General Interest | Welcome to the new ACMT Forum! by Jenn Dorsey Last Friday 01:43 PM | 1 | 1 | Subscribe |
| ToxIC | | 0 | 0 | Subscribe |
| Jobs | Opportunities Available by Jenn Dorsey Last Friday 01:49 PM | 1 | 1 | Subscribe |

Items per page: 5 1 - 3 of 3 [<](#) [>](#)

(3) Committees/Sections

You can browse all ACMT committees and sections, request to join, and see committees/sections you are a member of. If you are a member of a committee/section you will have access to the file folder and forum for the committee/section.

Browse All Committees

 Name, Year...

All Committees (15) [View My Committees](#)

 Refine

Committee Types

[Addiction Medicine Committee](#)

[Awards Committee](#)

[Board of Directors](#)

[Education Committee](#)

[Executive Committee](#)

[Fellowship Directors Committee](#)

[Government Section](#)

Compose Form

Preview Form

Request to Join Committee


Please select the Committee(s) you would like to request to join.




Selection

Request to Join the following *

- ☐ ACMT Board
- ☐ ACMT/ALIEM Visual Tox Pearls Work Group
- ☐ Addiction Medicine Committee
- ☐ Addiction Toxicology Case Conference Planning Committee
- ☐ Awards Committee
- ☐ Education Committee
- ☐ Fellowship Directors Committee
- ☐ International Committee
- ☐ MedTox LLSA Planning Committee
- ☐ MedTox Video Library Work Group
- ☐ Membership Committee

Preview

 **ACMT** | American College of Medical Toxicology



[Home](#) | [Membership](#) | [Journal](#) | [Learning Center](#) | [ACMT Store](#) | [MTF Donations](#)

My Committees [Browse All Committees](#)

Current Committee Membership

Membership Committee

Staff Liaison

This committee determines the eligibility of applicants for active membership and fellowship, represents and monitors the needs of the membership, recommends policies, procedures, and initiatives to assure a growing and vital membership organization and organizes the annual FACMT Reception.

14 Current Members

Medical Toxicology Fellow-in-Training Association

Staff Liaison

4 Current Members

(4) FACMT Application

Free By clicking the “FACMT Application” tab you will be directed to the Smartsheet application containing full application instructions, fill out the form and submit.

Application for Fellow Status for the American College of Medical Toxicology (FACMT)

If you are an active ACMT member in good standing for at least 4 consecutive years, you are eligible to apply for Fellowship status in the American College of Medical Toxicology. Join this admirable group of medical toxicologists by filling out the following application.

In order to be considered for fellowship status, applicants must meet the requirements in at least two of the following categories: clinical practice, research, formal teaching, public service, service to the college. However, we encourage you to make the application as complete as possible.

Additional Top Navigation Tabs:

(1) Journal of Medical Toxicology

Free Member access to Journal of Medical Toxicology (JMT) full issues and articles is found in the “Journal” tab of the main navigation. Simply click the tab to be directed to the Springer Nature’s JMT homepage. **Please note:** You must be logged in as a member in order for the “Journal” tab to appear.



(2) Learning Center

All events information and registration, including courses, conferences and webinars, as well as podcasts and recorded material from our "MedTox Online" section are now housed in our new Learning Center. Continuing education credits are also available here. A mobile-responsive, one-stop-shop for all your ACMT education needs!

Take a virtual video tour of the main features of ACMT new Learning Center. Here you will be able to search all content by topics, categories and keywords to access the

content most relevant to you and receive a customized recommendation list based on your interests.

You will need to be logged on through your new member profile to access member-only content and register for events and CE in the Learning Center.

[Visit the Learning Center](#)



(3) MTF Donations

Make a tax-deductible donation to the Medical Toxicology Foundation by clicking on the "MTF Donations" tab. If you wish to indicate your gift be directed to



Make a Donation

Medical Toxicology Foundation Gift



Medical Toxicology Foundation Gift Form

Make a Tax-Deductible Gift to Support the Future of Medical Toxicology

The Medical Toxicology Foundation is a not-for-profit charitable organization affiliated with the American College of Medical Toxicology and is intended to provide ACMT members, the general public, and commercial sponsors with a tax deductible mechanism to support Medical Toxicology. Your gift to the Medical Toxicology Foundation - a 501(c)(3) educational organization - is tax-deductible to the fullest extent allowable by law.

If you wish to restrict your gift to other certain programs or to a make a tribute gift, please email foundation@acmt.net.

Make a Donation

Medical Toxicology Foundation Gift



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Select Donation Amount:

\$150.00 \$250.00 \$500.00 **\$2,500.00** \$5,000.00 Other

Is this donation In Honor or In Memory of someone? ☐

Billing Address

Street 1*

Street 2

City*

State*

Zip Code*

Country

Payment Information

Credit Card Number*

Name on Card*

Exp. Month*

Exp. Year*

Sec Code*

If you have any issues or questions reach out to Jenn Dorsey, Membership Manager at jenn.dorsey@acmt.net.