



## Getting started with CPMS

Create your account today!

### Requirements:

- device (phone, notebook) connected to WiFi
- Access to your emails.

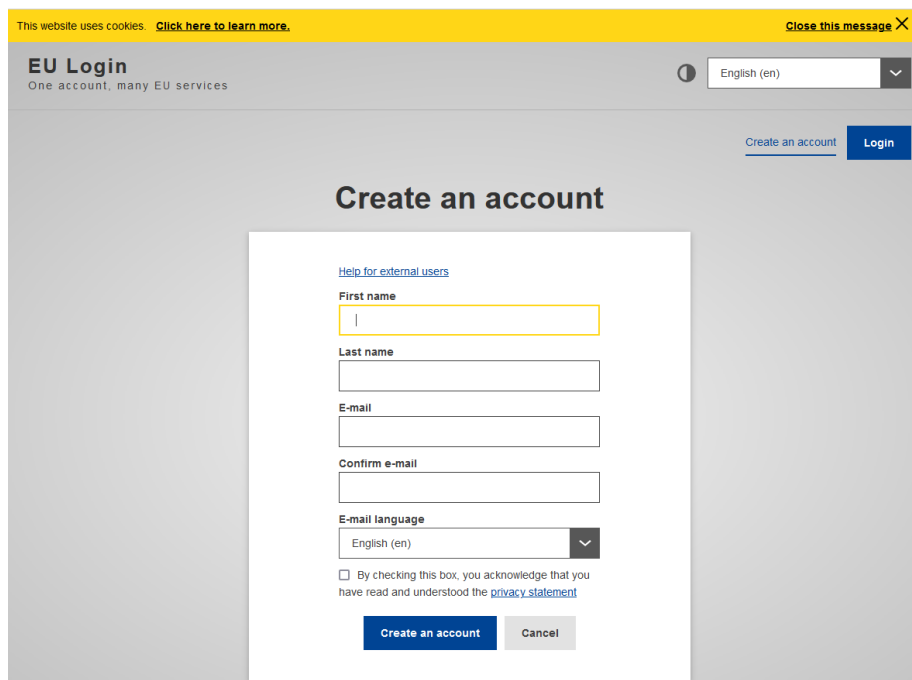
# STEP 1 – CREATE YOUR EU-ACCOUNT

## 1. Access the EU-Login page:

<https://webgate.ec.europa.eu/cas/login>



EU-Login page



The screenshot shows the 'EU Login' page with the 'Create an account' form. The form includes fields for First name, Last name, E-mail, and Confirm e-mail. There is also a dropdown for E-mail language (English (en)) and a checkbox for acknowledging the privacy statement. Buttons for 'Create an account' and 'Cancel' are at the bottom of the form. The page header includes 'EU Login' and 'One account, many EU services'.

### What is the EU-Login?

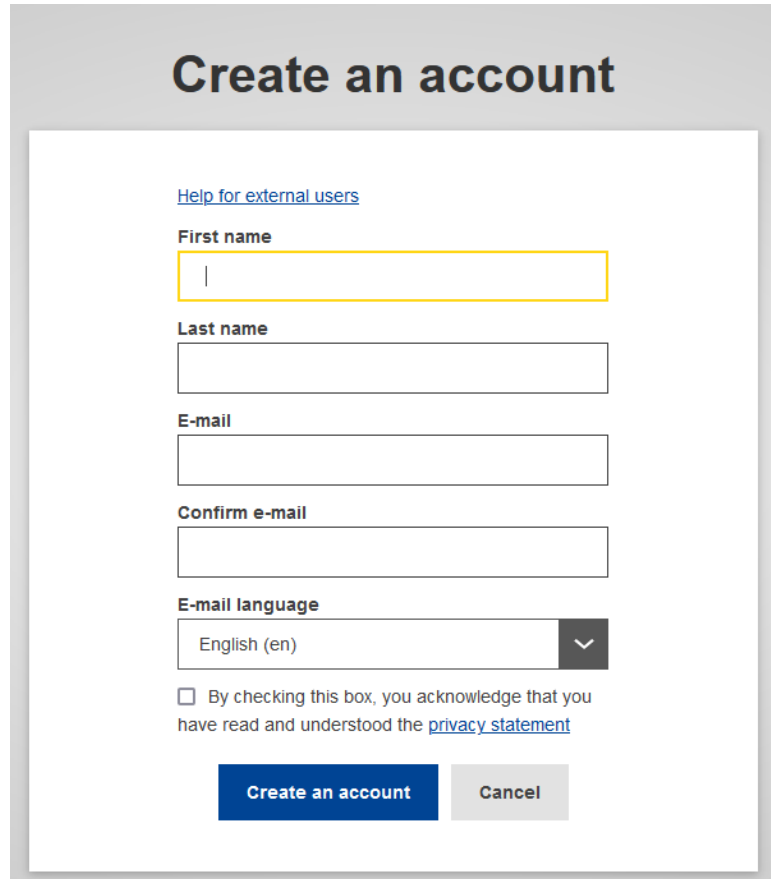


One Login – many EU services.  
Not only CPMS, but also the ERN Collaborative Platform uses this login.

Already got an EU-Login?  
Stay with us to set up your 2-factor authentication

# STEP 1 – CREATE YOUR EU-ACCOUNT

2. Fill in your information to create an account:



**Create an account**

[Help for external users](#)

**First name**

**Last name**

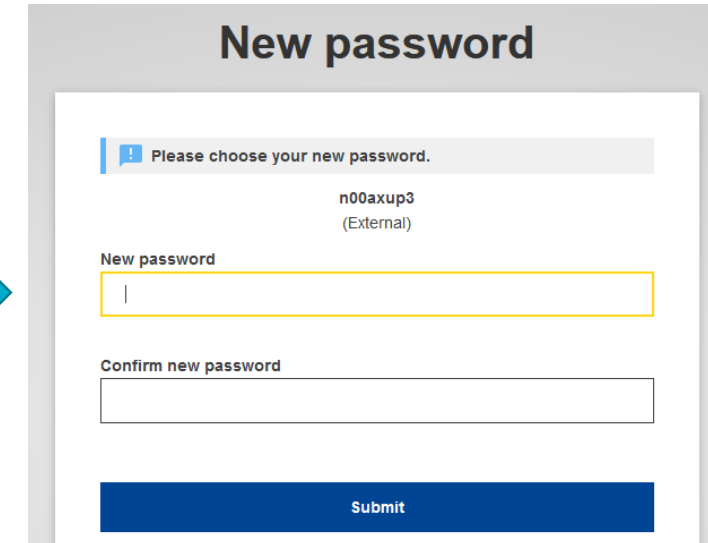
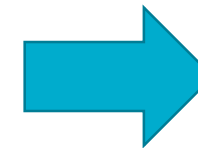
**E-mail**

**Confirm e-mail**

**E-mail language**  
English (en)

By checking this box, you acknowledge that you have read and understood the [privacy statement](#)

3. You now received an email to set your password:



**New password**

**Please choose your new password.**

n00axup3  
(External)

**New password**

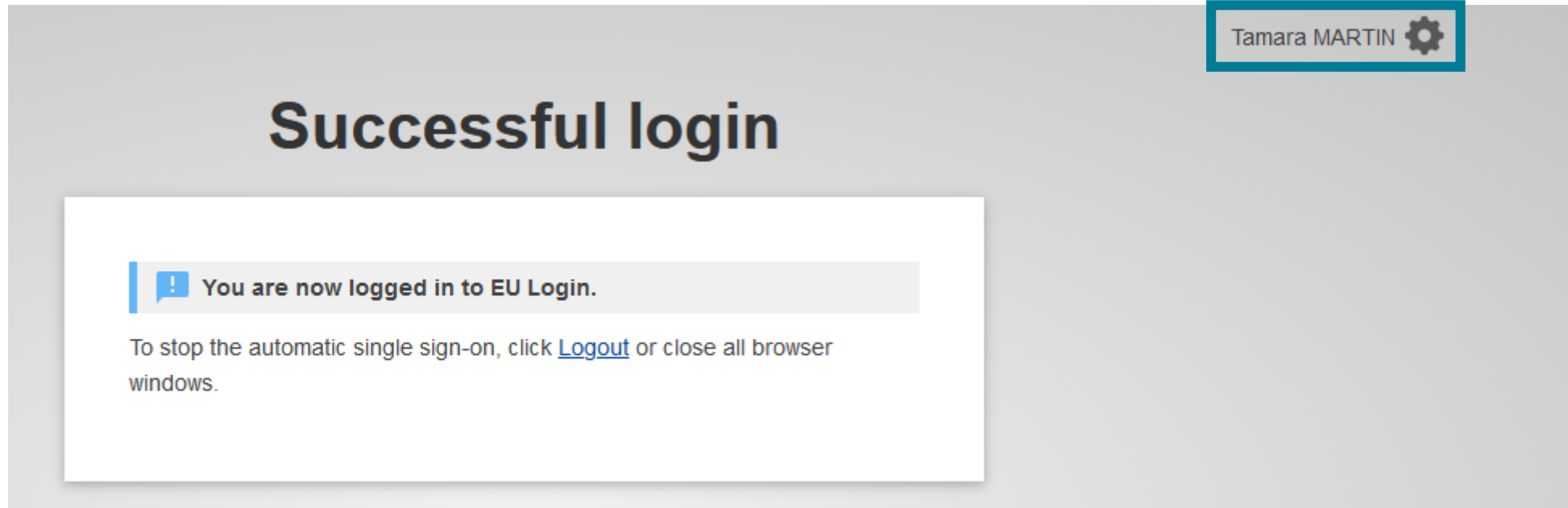
**Confirm new password**



EU-Login page

# STEP 1 – CREATE YOUR EU-ACCOUNT

## 4. Go to „My Account“ to set up 2-factor authentication



The screenshot shows a user interface for a successful login. At the top right, a user profile dropdown menu is open, displaying the name "Tamara MARTIN" next to a gear icon. A large blue arrow points down to this menu. In the center of the page, the text "Successful login" is displayed in a large, bold font. Below this, a white notification box contains a blue exclamation mark icon and the text "You are now logged in to EU Login." Underneath the notification, there is a line of text: "To stop the automatic single sign-on, click [Logout](#) or close all browser windows."

# STEP 1 – CREATE YOUR EU-ACCOUNT

4. Select „Manage my mobile phone number“

5. Add your phone number to receive verification codes via SMS

The image shows two side-by-side screenshots of a user account interface. On the left is the 'Desktop view' of the 'My Account' page, featuring a grid of icons for 'My account details', 'Configure my account', 'Delete my account', 'Manage my mobile devices', 'Manage my Security Keys and Trusted Platforms', 'Manage my mobile phone numbers', 'Manage my eIDs', 'Delete all my devices and eID (PANIC)', and 'Display my sessions'. The 'Manage my mobile phone numbers' icon is highlighted with a red rounded rectangle, while the 'Manage my mobile devices' icon is crossed out with a red circle and slash. On the right is the 'Mobile view' of the 'My Account' page, with a vertical list of the same options. The 'Manage my mobile phone numbers' option is also highlighted with a red rounded rectangle, and the 'Manage my mobile devices' option is crossed out with a red circle and slash. A large blue arrow points from the mobile view towards the right side of the slide.

This section contains two screenshots of the account management process. The top screenshot is titled 'Manage my mobile phone numbers' and shows a red rounded rectangle around a plus sign icon and the phone number '+32123 456789' with the text 'Add a mobile phone number' below it. A blue arrow points from this screen down to the second screenshot. The second screenshot is titled 'Add a mobile phone number' and features a yellow-outlined input field for the phone number. Below the field, it says 'International format including country code, e.g. for Belgium: +32 123 45 67 89'. At the bottom, there are two buttons: 'Add' and 'Cancel'.

# STEP 1 – CREATE YOUR EU-ACCOUNT

## EU-Login DONE!

After creating your CPMS account, you can enter CPMS using **Mobile Phone + SMS verification**:

Choose your verification method



**Mobile Phone + SMS**  
Send a text message to a registered mobile phone number for a multi-factor authentication.












### OPTIONAL:

„Manage my mobile device“ to set up verification via EU-Login Mobile App.

→ Login via **PIN code** (most convenient)

→ Login via **QR Code** (works offline)

### My Account

 My account details	 Configure my account	 Delete my account
 Manage my mobile devices	 Manage my Security Keys and Trusted Platforms	 Manage my mobile phone numbers
 Manage my eIDs	 Delete all my devices and eID (PANIC)	 Display my sessions <small>You can view the sessions opened for visited applications.</small>



## STEP 2 – CREATE YOUR CPMS ACCOUNT

To access the CPMS account creation:

a) Scan QR Code :



CPMS access page

OR

b) Visit [cpms.ern-net.eu](https://cpms.ern-net.eu) & request authorisation:

OR

c) Go here directly:

<https://webgate.ec.europa.eu/saas/requestAccess/application/741/create.html>

### Secure Login

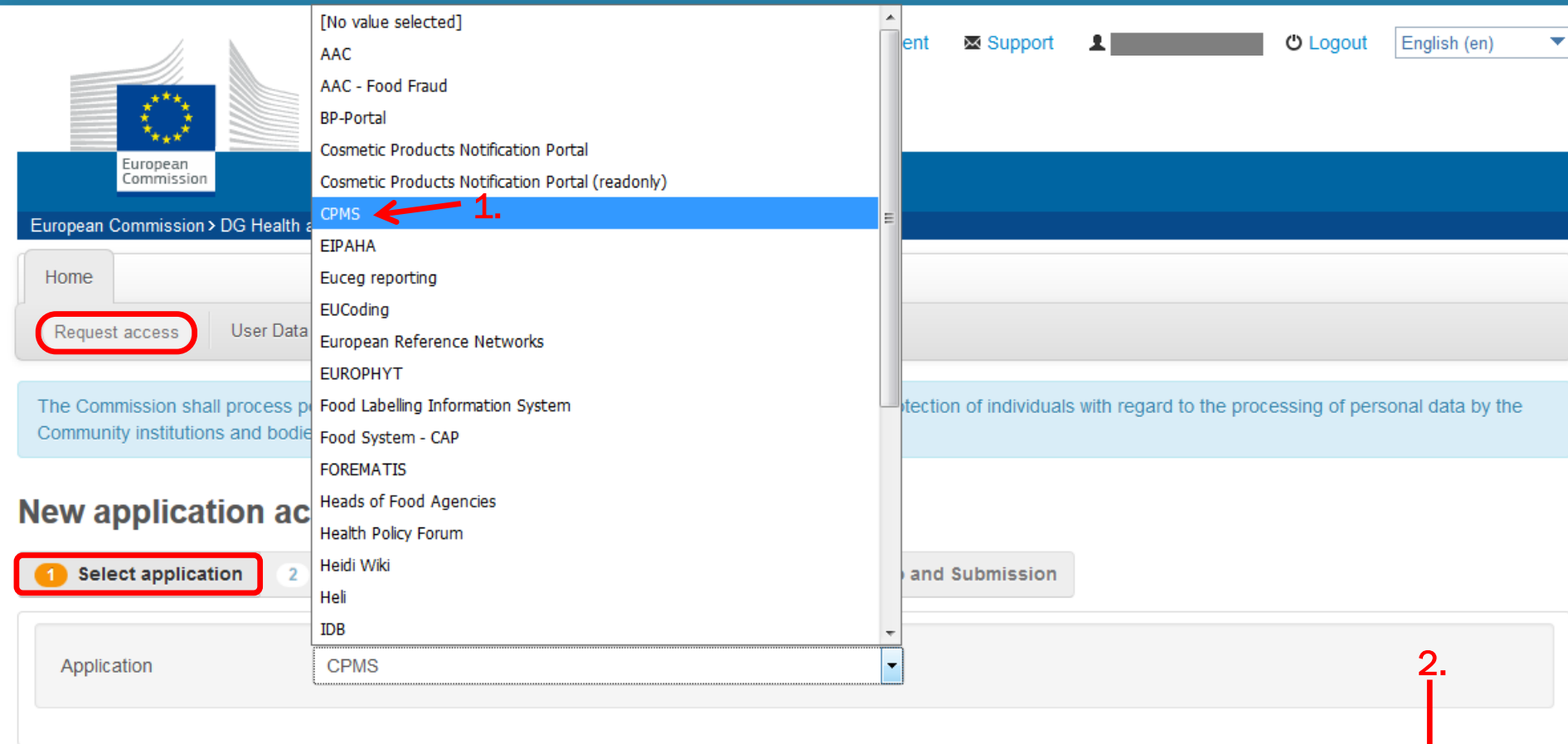
You can Login to the CPMS ERN through the EU Login Authentication Service.

➔ Login via EU Login

- Video: Getting Set-Up and Logged In to CPMS
- Only ERN members and ERN guest users can be authorised users of the CPMS.
- To access the CPMS you need to have an EU login. To create an EU login, [click here](#).
- To request authorisation to use the CPMS, [click here](#).
- To request access to the ERN Collaborative Platform (ECP) to exchange non clinical data with the other members of your ERN, [click here](#).
- For more information on the European Reference Networks, please visit [ec.europa.eu](https://ec.europa.eu).

# STEP 2 - CPMS ACCESS REQUEST

## 1. Select the CPMS application



The screenshot shows the CPMS access request interface. A dropdown menu is open, listing various applications. The 'CPMS' option is highlighted in blue, with a red arrow and the number '1.' pointing to it. Below the dropdown, the 'Application' field contains 'CPMS'. A red arrow and the number '2.' point to the 'Application' field. A red box at the bottom right contains the text 'Step 2 : select an organisation →'. The interface includes a 'Request access' button, a 'User Data' button, and a 'Cancel' button. The top right corner shows 'Support', 'Logout', and 'English (en)'.

European Commission

European Commission > DG Health & Food Safety

Home

Request access

User Data

The Commission shall process personal data in accordance with the Regulation (EU) 2018/1725 on the protection of individuals with regard to the processing of personal data by the Commission and on the free movement of such data.

New application access

1 Select application

2

Application

CPMS

Cancel

Step 2 : select an organisation →




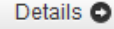

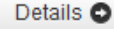

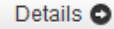

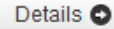

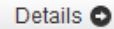

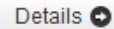

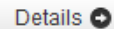

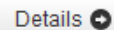



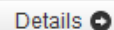

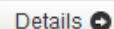

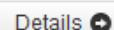
# STEP 2 - CPMS ACCESS REQUEST

## 2a. Select organization: ERN-RND

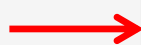
- 1 Select application
- 2 Select organisation**
- 3 Select access profile
- 4 Recap and Submission

\*Organisations

25 records per page Search:

 Open	BOND - Bone Disorders	
 Open	COVID-19	
 Open	CRANIO - Craniofacial anomalies and ear, nose and throat disorders	
 Open	ERKNet - Kidney Diseases	
 Open	ERN-EYE - Eye Diseases	
 Open	ERN-LUNG - Respiratory Diseases	
 Open	<b>ERN-RND - Neurological Diseases</b>	
 Open	ERN-SKIN - Skin Disorders	
 Open	ERNICA - Inherited and Congenital Anomalies	
 Open	EURACAN - Adult Cancers	
 Open	EURO-NMD - Neuromuscular Diseases	
 Open	Endo-ERN - Endocrine Conditions	

Choose 'ERN-RND' then click  
**'open'**



# STEP 2 - CPMS ACCESS REQUEST

## 2b. Select organization: country

### New application access

- 1 Select application
- 2 Select organisation**
- 3 Select access profile
- 4 Recap and Submission

\*Organisations

25 records per page Search:

← Up / ERN-RND - Neurological Diseases

Open	Austria	Details
Open	Belgium	Details
Open	Bulgaria	Details
Open	Croatia	Details
Open	Cyprus	Details
Open	Czech Republic	Details
Open	Denmark	Details
Open	Estonia	Details
Open	Finland	Details
Open	France	Details
<b>Open</b>	Germany	Details
Open	Greece	Details
Open	Hungary	Details
Open	Iceland	Details
Open	Ireland	Details
Open	Italy	Details
Open	Latvia	Details
Open	Liechtenstein	Details

Choose *your* 'Country'  
then click **,open'**



# STEP 2 - CPMS ACCESS REQUEST



## 2c. Select organization: Institution

### New application access

1 Select application   **2 Select organisation**   3 Select access profile   4 Recap and Submission

\*Organisations

25 records per page   Search:

← Up / ERN-RND - Neurological Diseases / Germany

- 0000 Guest Access   Details
- DE03 - Klinikum der Universität München   Details
- DE05 - Medizinische Hochschule Hannover   Details
- DE22 - University Hospital and Faculty of Medicine Tubingen   Details
- DE27 - Universitätsklinikum Würzburg   Details
- DE29 - RWTH Aachen University Hospital   Details
- DE30 - Universitätsklinikum Bonn   Details
- DE36 - Universitätsklinikum Ulm   Details
- DE42 - Universitätsklinikum Schleswig-Holstein   Details
- DE47 - Katholisches Klinikum Bochum; St. Josef-Hospital; Universitätsklinikum der Ruhr-Universität Bochum   Details

Showing 1 to 10 of 10 entries

← 1 →

Organisation marked with (request submitted) can already be used to request access.

← Step 1 : select an application   Cancel   Step 3 : select an access profile →

1. Choose your institution

2. Proceed to step 3

# STEP 2 - CPMS ACCESS REQUEST

## 3. Select access profile

### New application access

1 Select application   2 Select organisation   **3 Select access profile**   4 Recap and Submission

\*Access Profile

Name	Status	Description
<input type="checkbox"/> Coordinator		handles requests for assistance from ERN and has access to KPIs
<input type="checkbox"/> Dispatcher		handles requests for assistance on behalf of Coordinator
<input type="checkbox"/> HP		healthcare professional available to participate in or lead panels
<input type="checkbox"/> Researcher		can create or consult queries or reports on the anonymised data from the ERN

← Step 2 : select an organisation   Cancel   Step 4 : type a comment →

1. Choose 'HP-Healthcare Professional'



2. Proceed to step 4



# STEP 2 - CPMS ACCESS REQUEST

## 2. Submit the request

### New application access

1 Select application   2 Select organisation   3 Select access profile   **4 Recap and Submission**

**Summary**

Application	CPMS
Organisation	DE22 - Universitätsklinikum Tübingen
Access Profile	Coordinator

Comments

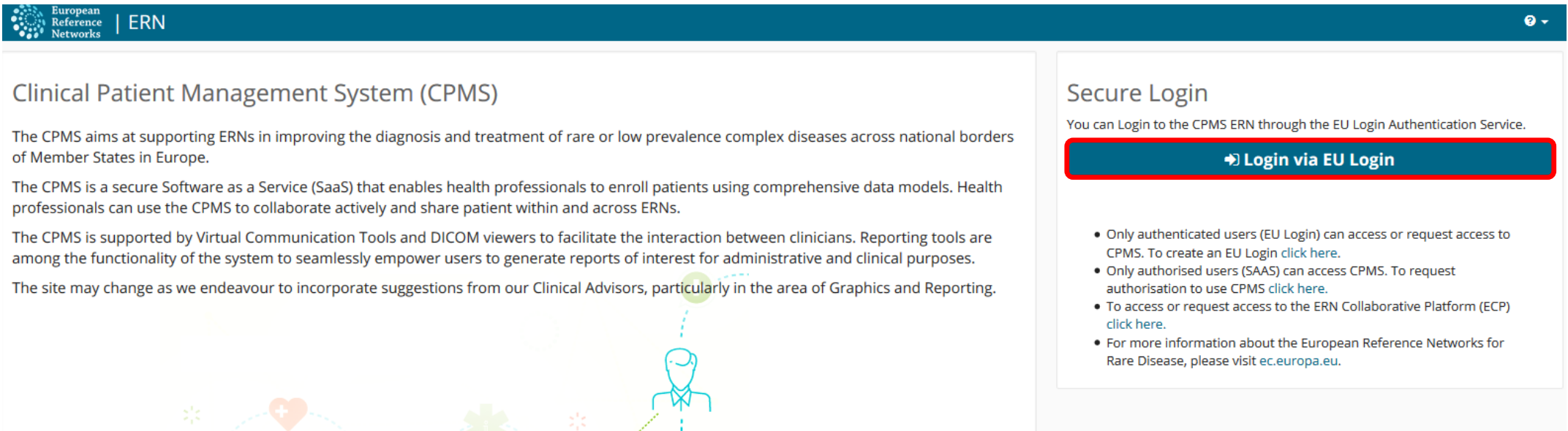
**Before submitting**  
A request to get access to an application will be validated by the administrators, this is a manual process and can take a few days.

← Step 3 : select an access profile   Cancel   **Submit request access**

## Thank you!

Your CPMS account will be active in 1 – 2 days.

You can then log into CPMS here: <https://cpms.ern-net.eu/login/>



The screenshot shows the CPMS website interface. At the top left is the ERN logo (European Reference Networks). The main heading is "Clinical Patient Management System (CPMS)". Below this, there are three paragraphs of text describing the system's purpose, its secure SaaS nature, and its supported tools. A "Secure Login" section on the right contains a prominent "Login via EU Login" button with a red border. Below the button is a list of bullet points detailing access requirements and links for more information.