



ENROLLING A PATIENT



ERN-RND – CPMS 2.0 QUICKSTART



1. Log in to CPMS 2.0 here: <https://cpms2.ern-net.eu/>

- Requirements:
 - Browser or App for access to CPMS 2.0 – recommended: Microsoft Edge, Google Chrome.
 - Mobile phone for 2-factor authentication
- First time using CPMS? Find out how to create EU-Login & set up EU-Login App [here](#).

2. Add or access a patient record via menu on left side

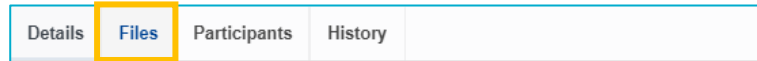


Access existing records of your own patients or patients you advise on here

Enroll a new patient for discussion here.

Remember: Consent for care is mandatory, HCP-specific local regulations apply!

3. Upload relevant attachments (DICOMS, PPT...) within patient record's left side menu under „Files“



4. Make sure to give all relevant case information in your preferred way:

- **Files:** Write file descriptions and/or upload a powerpoint with all relevant info (ERN-RND template available) under „Files“.
- and/or • **Patient details:** Fill in structured „Extended details“ form & link relevant files there.
- and/or • **Discussion topic:** Write extensive discussion topic when opening the discussion.

Need help? Drop us an email: cpms-helpdesk_ern-rnd@med.uni-tuebingen.de

ERN-RND – CPMS 2.0 QUICKSTART



5. Open a new discussion in patient record (right upper corner), state your consultation request.

- Written discussions take place via the „discussion“ chat box on the right.
- For meeting organisation (recommended; both ad-hoc or *Jour fixe*), [contact CPMS helpdesk](#)



6. Invite colleagues via „participants“.

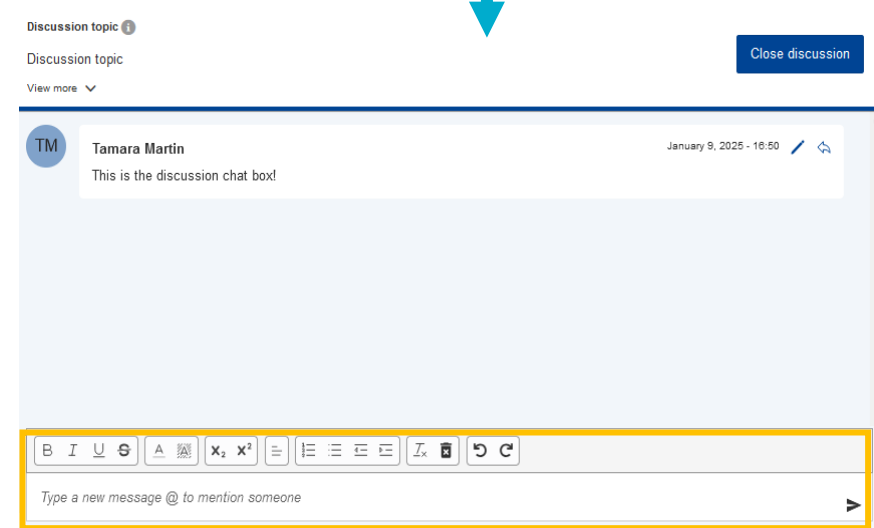
Ask CPMS helpdesk [via email](#) to choose suitable experts for you.



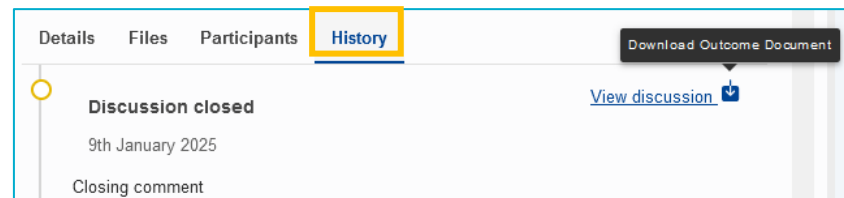
7. Close the discussion after you received expert input.

Close discussion

You can easily open a new discussion for this patient any time.
CPMS helpdesk can assist you with writing the conclusion comment.
Important: Only upon discussion closure, reimbursement applies.



8. Patient history: See closing comment, view discussion box of previous discussions and download official outcome document.



Need help? Drop us an email: cpms-helpdesk_ern-rnd@med.uni-tuebingen.de



PROVIDING EXPERTISE



ERN-RND – CPMS 2.0 QUICKSTART FOR PARTICIPANTS



1. Log in to CPMS 2.0 here: <https://cpms2.ern-net.eu/>

- Requirements:
 - Browser or App for access to CPMS 2.0 – recommended: Microsoft Edge, Google Chrome.
 - Mobile phone for 2-factor authentication
- First time using CPMS? Find out how to create EU-Login & set up EU-Login App [here](#).

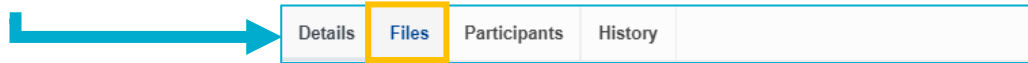
2. Access a patient record via menu on left side

Select the name of the patient record to view its details and for participating in the discussion.



Access existing records of your own patients or patients you advise on here

3. View attachments (DICOMS, PPT...) within patient record's left side menu under „Files“

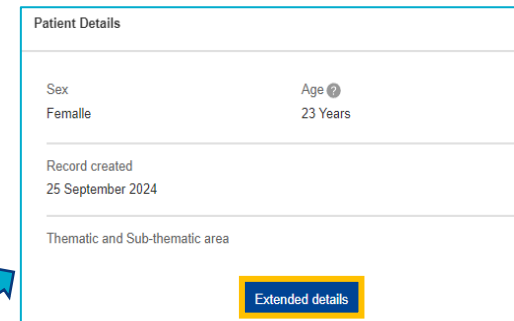


4. You may find more case details here within the patient record:

- File descriptions

and/or • Extended patient details: if the form was filled in, a button appears for you to view „Extended details“

and/or • Discussion topic: An extensive discussion topic and comments in the



5. Use the discussion chat box on the right side of the patient record:

Please request additional data here, if you find something missing. If a meeting was scheduled, using the discussion chat box is mostly not required – you can then state your opinion in the videocall.

