



# Clinical Patient Management System (CPMS) USER GUIDE

2023 Updated Version

# THINGS TO KNOW



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Facility of the European Union



Use Google Chrome with the CPMS



The consultation form has to be  
customised but can be used as such for  
the moment.



Date fields should be entered in the  
format dd/mm/yyyy however some dates  
can be entered as mm/yyyy or yyyy.



Data can be entered in the consultation  
form in several times (you should save  
your entry at each time).

Get started !  
<https://cpms.ern-net.eu/login/>

roles	Enrolling patients	Opening panels	Panel lead	Panel selection/ inviting other experts	Scheduling video meeting	Joining panels	Consult cases	Manage the workflow of panel	Assessment and contribution	Access to Outcome report
Guest Expert	✓	✓				✓	✓		✓	✓
Member Expert	✓	✓	★ ✓	★ ✓	★ ✓	✓	✓	★ ✓	✓	✓

★ When assigned as a panel lead

Go to <https://cpms.ern-net.eu/login/>

## Clinical Patient Management System (CPMS)

### IT Platform for Clinical Consultations between ERN Members

The CPMS aims at supporting ERNs in improving the diagnosis and treatment of rare or low prevalence complex diseases across national borders of Member States in Europe.

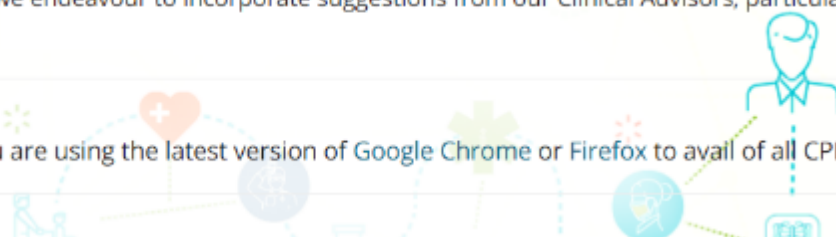
The CPMS is a secure Software as a Service (SaaS) that enables health professionals to enroll patients using comprehensive data models. Health professionals can use the CPMS to collaborate actively and share patient within and across ERNs.

The CPMS is supported by Virtual Communication Tools and DICOM viewers to facilitate the interaction between clinicians. Reporting tools are among the functionality of the system to seamlessly empower users to generate reports of interest for administrative and clinical purposes.

The site may change as we endeavour to incorporate suggestions from our Clinical Advisors, particularly in the area of Graphics and Reporting.

#### Supported Browsers

Please make sure you are using the latest version of Google Chrome or Firefox to avail of all CPMS functionalities.



## 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](http://ec.europa.eu).

ERN-CPMS requires you to authenticate

## Sign in to continue

Welcome back

**Your email address**

[Sign in with a different e-mail address?](#)


Password

\*\*\*\*\*

[Lost your password?](#)

Choose your verification method

Mobile Phone + SMS



Mobile phone

International format including country code, e.g. for Belgium: +32 123 45 67 89

**Sign in**

Introduce your password

Choose Mobile Phone + SMS

Introduce your Mobile Phone  
(the one linked to your EU Login account)

ERN-CPMS requires you to authenticate

## Sign in to continue

### Authentication by SMS text challenge

Enter the *challenge* sent to your mobile phone by SMS text message. It might take several minutes for the message to reach your mobile phone.

Mobile phone number

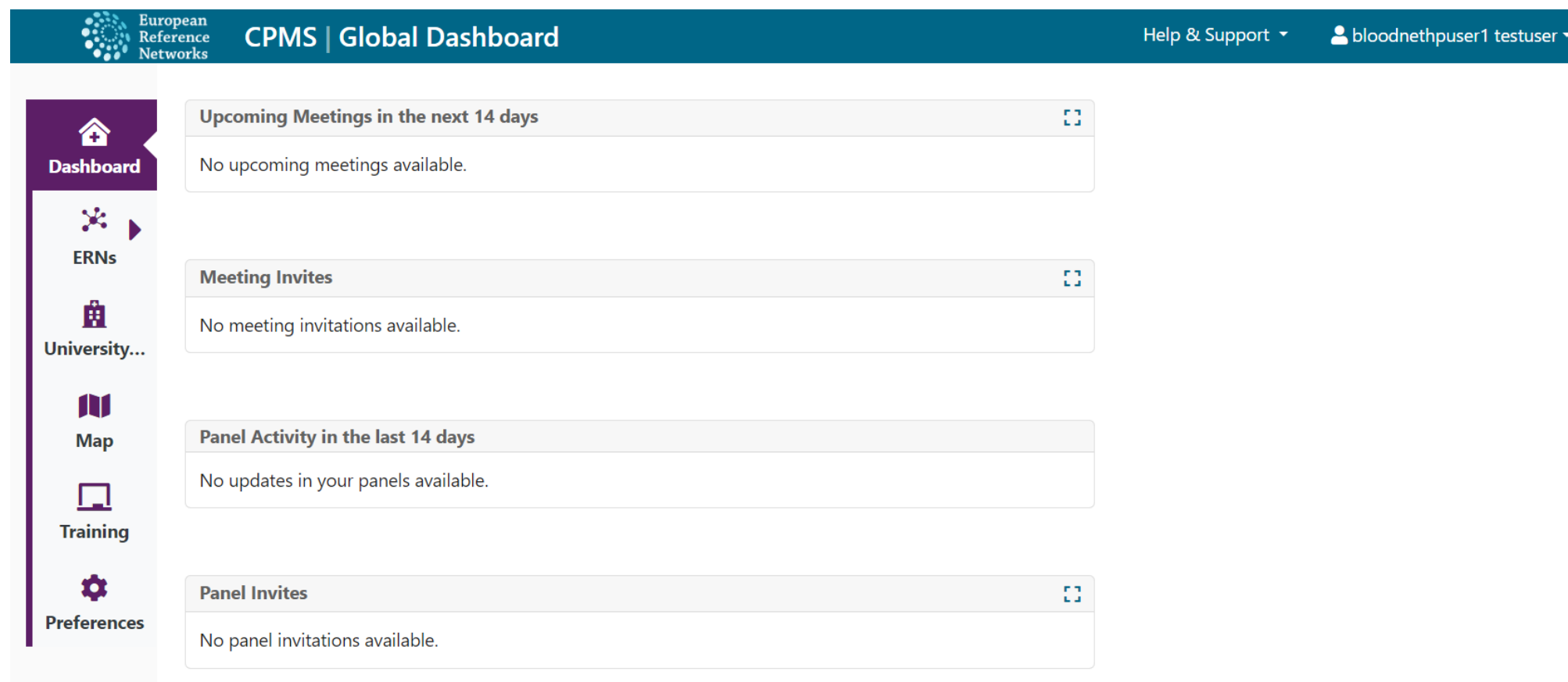
SMS text challenge

 -  - 

Sign in

You will receive a code per SMS that you should introduce here

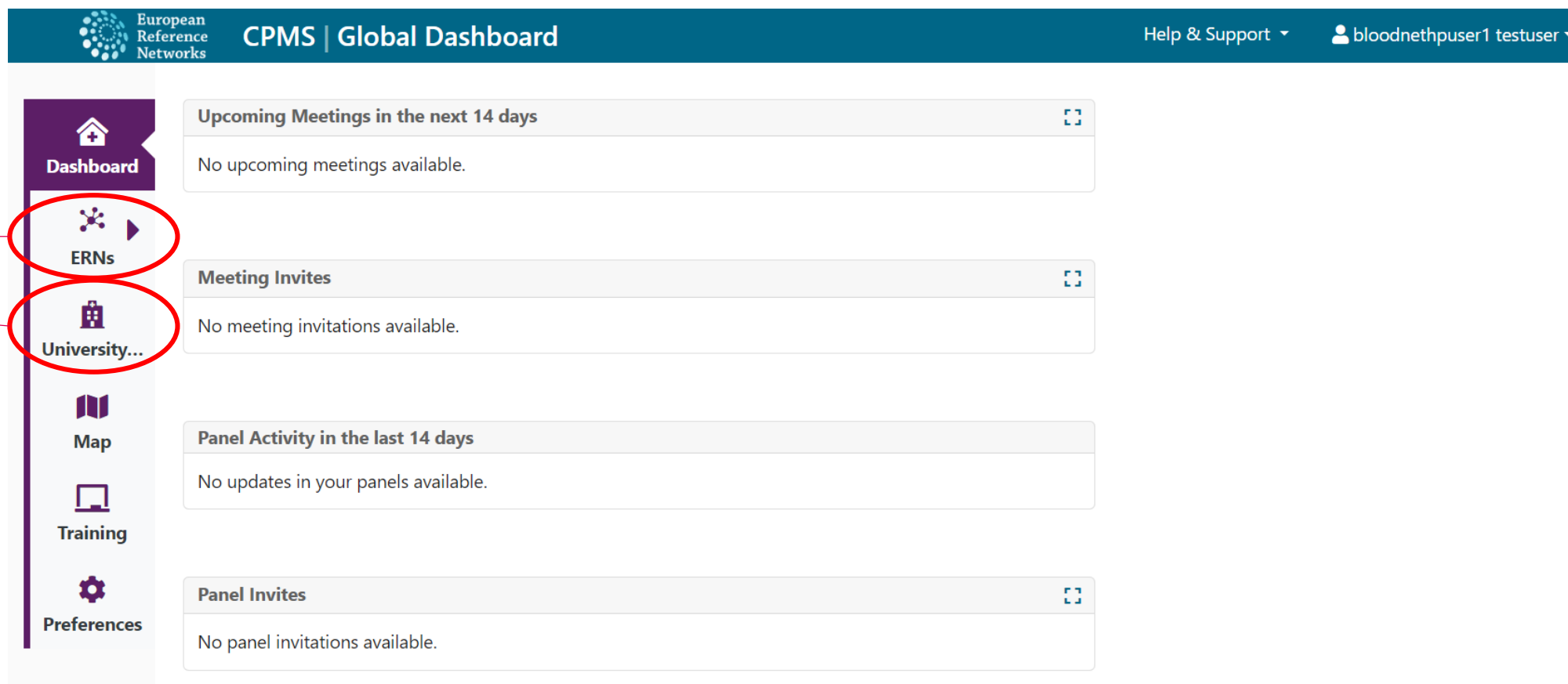
The dashboard displays all the news and upcoming actions : meetings, invites, you panel activity, etc...



The screenshot shows the CPMS Global Dashboard interface. The top header is dark teal with the European Reference Networks logo, the title "CPMS | Global Dashboard", and user information "bloodnethpuser1 testuser". A left sidebar contains navigation links: Dashboard (active), ERNs, University..., Map, Training, and Preferences. The main content area displays four panels, each with a title, a message, and a toggle icon:

- Upcoming Meetings in the next 14 days**: No upcoming meetings available.
- Meeting Invites**: No meeting invitations available.
- Panel Activity in the last 14 days**: No updates in your panels available.
- Panel Invites**: No panel invitations available.

1. The ERN section gathers only pseudonomized data, visible by all EuroBloodNet CPMS users
2. Your centre's section displays identifying data: only members from your hospital can see it

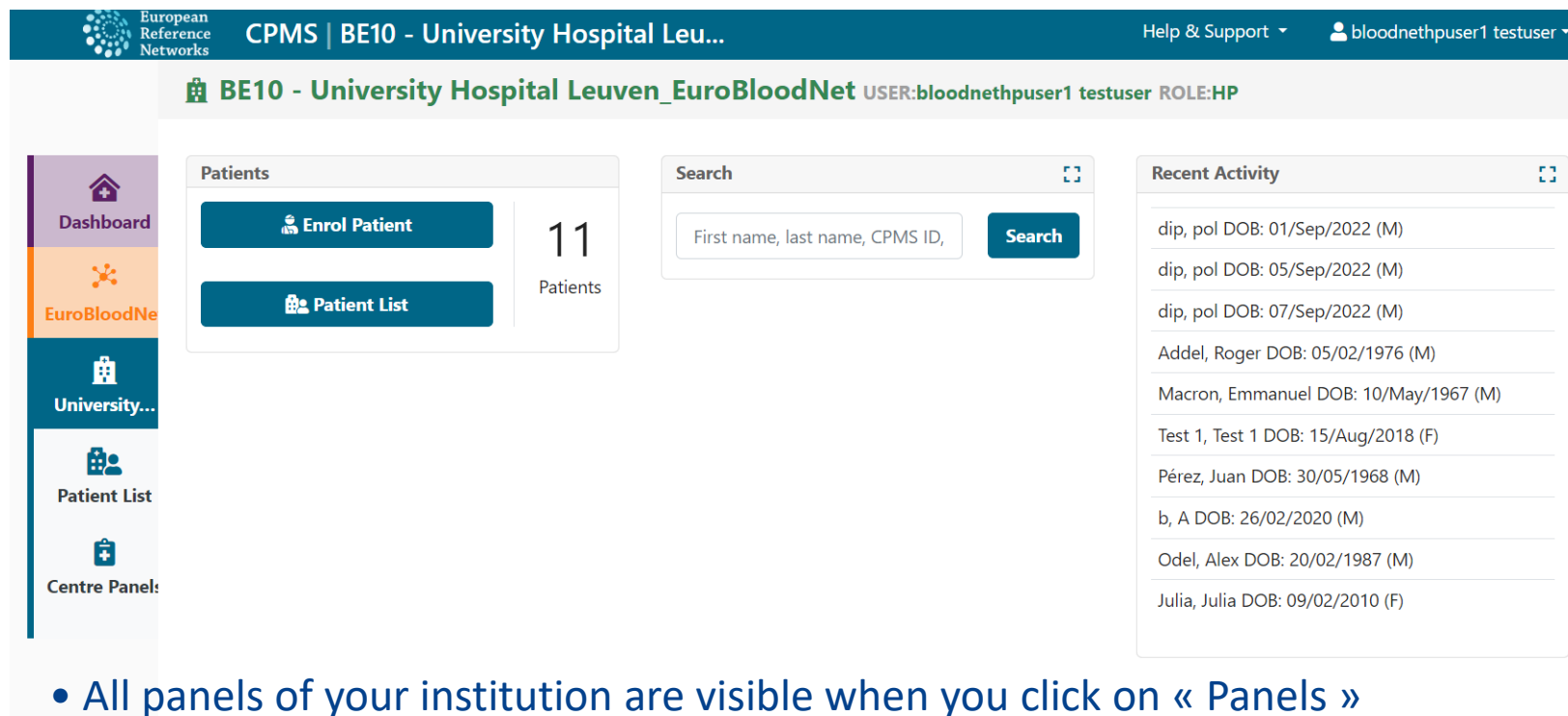


The screenshot shows the CPMS Global Dashboard interface. The top header is dark teal with the European Reference Networks logo, the title "CPMS | Global Dashboard", and links for "Help & Support" and a user profile "bloodnethpuser1 testuser". The left sidebar is purple and contains navigation icons: a home icon for "Dashboard", a network icon for "ERNs", a building icon for "University...", a map icon for "Map", a laptop icon for "Training", and a gear icon for "Preferences". The main content area is white and displays four panels, each with a title and a "No [item] available." message: "Upcoming Meetings in the next 14 days", "Meeting Invites", "Panel Activity in the last 14 days", and "Panel Invites".

**ERN Section** — (points to the ERNs icon in the sidebar)

**Centre Section** — (points to the University... icon in the sidebar)





The screenshot shows the dashboard for CPMS | BE10 - University Hospital Leuven. The header includes the European Reference Networks logo, the institution name, and user information (bloodnethpuser1 testuser, ROLE:HP). The main content area is divided into three sections:

- Patients:** A box showing 11 Patients with buttons for "Enrol Patient" and "Patient List".
- Search:** A search bar with the placeholder "First name, last name, CPMS ID," and a "Search" button.
- Recent Activity:** A list of recent activities, including patient enrollments and test results.

The left sidebar contains navigation links: Dashboard, EuroBloodNet, University..., Patient List, and Centre Panels.

- All panels of your institution are visible when you click on « Panels »
- New patient can be enrolled by clicking on « Enrol Patient »
- Current patients of your centre are visible by clicking on « Patient List »
- A « Search » button is available to search for a patient
- All authorized users from your centre can see all patients enrolled in your centre





# CENTRE PATIENT LIST PAGE



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European Reference Networks

CPMS | BE10 - University Hospital Leu...

Help & Support ▾

bloodnethpuser1 testuser ▾

BE10 - University Hospital Leuven\_EuroBloodNet

USER: bloodnethpuser1 testuser

ROLE: HP

Patient List

Enrol Patient

Search

Last name ▾	First Name ▾	Record Label ▾	Cpms ID ▾	Enrolled ▾	Gender ▾	Frozen ▾	Date of Birth ▾	Consent ▾	Consent Research ▾
Addel	Roger	Addel, Roger DOB: 05/02/1976 (M)	ERN-BE10-EuroBloodNet-006	23/Nov/2020	M	false	05/Feb/1976	true	true
Julia	Julia	Julia, Julia DOB: 09/02/2010 (F)	ERN-BE10-EuroBloodNet-003	22/Apr/2020	F	false	09/Feb/2010	true	false
Macron	Emmanuel	Macron, Emmanuel DOB: 10/May/1967 (M)	ERN-BE10-EuroBloodNet-009	02/May/2022	M	false	10/May/1967	true	false
Odel	Alex	Odel, Alex DOB: 20/02/1987 (M)	ERN-BE10-EuroBloodNet-004	13/May/2020	M	false	20/Feb/1987	true	true

Dashboard

EuroBloodNet

University Hospital Leuven

Patient List

Centre Panels

All fields should be completed and the patient has to give consent for sharing his/her data.

BE10 - University Hospital Leuven\_EuroBloodNet USER: bloodnethuser1 testuser ROLE: HP

Enrol Patient

Note: All authorised users from this centre can see all patients enrolled within this centre regardless of enrolling user.

Enrol Patient

\* Patient Id: ERN BE10 EuroBloodNet 013

\* Date Enrolled: No date selected

[Download Model Consent Forms](#)

Consent Requested	Consent Given	Date
* Consent for care	* <input type="radio"/> Yes <input type="radio"/> No	
* Consent for ERN databases/Registries	* <input type="radio"/> Yes <input type="radio"/> No	
* Consent contact for research	* <input type="radio"/> Yes <input type="radio"/> No	

Identifying Data

\* First Name:

\* Last Name:

\* Gender:

\* Date of Birth: No date selected

\* Record Label:

[Cancel](#) [Enrol Patient](#)

Download the  
Consent form here

ENROL patient here

Enrol Patient

Note: All auth

Download Consent Forms

Download Consent Forms (pdf format)

- BG (20/11/2017)
- CS (04/05/2018)
- DA (20/11/2017)
- DE (26/10/2018)
- EL (20/11/2017)
- EN (20/11/2017)
- ES (04/05/2018)
- ET (20/11/2017)
- FI (20/11/2017)
- FR (04/05/2018)
- GA (20/11/2017)
- HR (20/11/2017)
- HU (20/11/2017)
- IT (04/05/2018)
- LT (20/11/2017)
- LV (21/11/2017)
- MT (20/11/2017)
- NL (26/10/2018)
- NO (05/12/2017)
- PL (04/05/2018)
- PT (20/11/2017)
- RO (20/11/2017)
- SK (20/11/2017)
- SL (20/11/2017)
- SV (26/10/2018)

Reference

Guidelines Toolkit Case Study

Good Practices Informed Consent  
Data Management

Download Model Consent Forms

Chose the appropriate language

Consents

Consent Re

\* Consent f

\* Consent f

\* Consent contact for research

Yes No

Identifying Data

\* First Name:

# CONSENT FORM



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1  
2  
3

Consents			
Consent Requested	Consent Given	Date	
Consent for care	<input checked="" type="radio"/> Yes <input type="radio"/> No <input checked="" type="checkbox"/> X	18/Apr/2019	
Consent for ERN databases/Registries	<input checked="" type="radio"/> Yes <input type="radio"/> No <input checked="" type="checkbox"/> X	18/Apr/2019	OK <b>4</b>
Consent contact for research	<input checked="" type="radio"/> Yes <input type="radio"/> No <input checked="" type="checkbox"/> X	18/Apr/2019	OK <b>5</b>

1. This consent is mandatory for the CPMS
2. This consent is not mandatory. Answer can be 'No'. If answer is 'Yes' the Panel lead will be able to make the data available for ERN researchers after panels have been closed and an outcome has been sign-off. The Name and Date of birth won't be visible for them.
3. This consent is not mandatory, thus the answer can be 'No'. If 'Yes' it states that patients are interested to be contacted by outside ERN reasearch projects (e.g. clinical trials).
4. Field appearing if answer is 'Yes', you may specify the name of the register or just write 'Ok'
5. Field appearing if answer is 'Yes ', you may just write 'Ok'



# CONSULTATION FORM



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- The consultation form is to be used **to report the case**.
- **Several widgets** are visible to report the data you need to report
- It can **always be edited**
- **Several coding systems** are available (e.g. ICD, ICCC-3/10, HPO, ORDO, LOINC etc.)
- The consultation form is still to be customised

# CONSULTATION FORM



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Dashboard

EuroBloodNet

University...

Patient Details

Patient Panels

Patient Documents

Transfer Request

PANEL CREATION

Centre  
BE10 - University Hospital Leuven\_EuroBloodNet

ERN  
EuroBloodNet

Cancel Panel Creation

Consultation Form

Panel Members

Meetings

Contributions & Outcome

Consultation Form

☒ Consultation Request

☒ Patient Information

☐ Episode Description

☐ Rare Disease Diagnosis

☐ Comorbidities

☐ Phenotype/Genetic Features and Biobanks

☐ Family History

☐ Health Behaviours

☐ Allergies and Other Adverse Reactions

☐ History of Past Illness and

CONSULTATION REQUEST

Do not use any nicknames liable to identify the patient, including his/her first name or last name.


\* Nickname:


Is urgency required for this panel? ☐

\* Is this a repeat of a previous panel for the same patient but a different episode? ☐ Yes ☐ No ☐ Don't know

\* Consultation request description:

Mandatory  
Must be green to be saved

  
ERN | EuroBloodNet

 European  
Reference  
Network

Hematological Diseases  
(ERN EuroBloodNet)



# CONSULTATION FORM



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- ☒ Consultation Request
- ☒ Patient Information
- ☐ Episode Description
- ☐ Rare Disease Diagnosis
- ☐ Comorbidities
- ☐ Phenotype/Genetic Features and Biobanks
- ☐ Family History
- ☐ Health Behaviours
- ☐ Allergies and Other Adverse Reactions
- ☐ History of Past Illness and Disorders
- ☐ Special Treatment Intervention
- ☐ Surgical Procedures
- ☐ Transplantation History
- ☐ Medication Summary
- ☐ Others
- ☒ Medical Documents

Education Level (ISCED 2011): Please select one

Occupation: Please select one

+ Add functional status and/or disability

## MEDICAL DOCUMENTS

Use this feature to share Files and DICOM images with this Panel. The server can remove identifying data from DICOM images and CDA standard documents. You must remove all identifying data from all other file types before uploading.

The sharing rules for these Files and DICOM images are the same as for this form. When you share this form with a Panel all attached files and DICOM images are also visible to the Panel.

Attach file / image

Attach Using FTP

Instead of filling all boxes, you can chose to upload on patient summary file (pseudonimized)

2

1

Close

Save



# PANEL SELECTION (invite experts to your panel)



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Dashboard

EuroBloodNet

University...

Patient Details

Patient Panels

Patient Documents

Transfer Request

#4748 judhv **Panel in progress**

**Centre**BE10 - University Hospital Leuven\_EuroBloodNet

**Lead**bloodnethpuser1 testuser

**ERN**EuroBloodNet - Hematolog

**Thematic Area**Amyloidosis

**Date created**19/Sep/2022

Consultation Form

**Panel Members**

Meetings

Contributions & Outcome

Invited

**Available**

Co-ordinator Assistance

**Available Healthcare Professionals**

Thematic area: --- Entire ERN ---

Search by Name or Hospital

Name	Hospital	Specialisation	<div>Invite All</div>
bloodnetcoordinator	IT10 - "Riuniti" hospitals Villa Sofia-Cervello - Palermo_EuroBloodNet	Hematologist	<div>Invite</div>
bloodnetguest	University Hospital	Dermatologist	<div>Invite</div>
vascern guest		Unspecified	<div>Invite</div>

Invite the expert you want on your case by clicking on the 'Invite' button



# PANEL SELECTION (invite experts to your panel)



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Dashboard

EuroBloodNet

University...

Patient Details

**Patient Panels**

Patient Documents

Transfer Request

#3853 ooCL **Panel in progress** [Request Additional Data](#)

**Centre** CZ08 - University Hospital Brno\_EuroBloodNet

**Lead** bloodnetcoordinator (Radiologist)

**Members** bloodnethpuser1 testuser (radiologist)  
bloodnethpuser2 testuser (Dermatologist)  
bloodnethpuser3 testuser (Dermatologist)  
bloodnethpuser5 testuser (Prof)  
bloodnethpuser4 testuser

**ERN** EuroBloodNet - Hematological Diseases

**Thematic Area** Rare lymphomas

**Date created** 23/Apr/2020

Consultation Form

**Panel Members**

Meetings

Contributions & Outcome

**Invited**

Available

Co-ordinator Assistance

**Invited Panel Members**

Name	Specialisation	Status	When
bloodnethpuser1 testuser	radiologist	Accepted	Invited: 23/Apr/2020 Accepted: 23/Apr/2020
bloodnethpuser2 testuser	Dermatologist		Invited: 23/Apr/2020 Accepted: 23/Apr/2020
bloodnethpuser3 testuser	Dermatologist	Accepted	Invited: 23/Apr/2020 Accepted: 23/Apr/2020

**Timeline**

Patient Documents

Panel Members

As a panel lead you are able to accept or refuse the invitation for the others on behalf of yourself, you are also able to give the 'Lead' to a panel member

Once the consultation form is completed and experts invited to the panel :

- **Experts will contribute by giving advice, writing a comment, or requesting additional data**

# PANEL CONTRIBUTIONS



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- Dashboard
- EuroBloodNet
- University...
- Patient Details
- Patient Panels**
- Patient Documents
- Transfer Request

#3853 ooCL **Panel in progress** [Request Additional Data](#)

<b>Centre</b>	CZ08 - University Hospital Brno_EuroBloodNet	<b>ERN</b>	EuroBloodNet - Hematological Diseases
<b>Lead</b>	bloodnetcoordinator (Radiologist)	<b>Thematic Area</b>	Rare lymphomas
<b>Members</b>	bloodnethpuser1 testuser (radiologist) bloodnethpuser2 testuser (Dermatologist) bloodnethpuser3 testuser (Dermatologist) bloodnethpuser5 testuser (Prof) bloodnethpuser4 testuser	<b>Date created</b>	23/Apr/2020

Consultation Form Panel Members Meeting: **Contributions & Outcome**

**Contributions**

bloodnethpuser4 testuser bloodnetcoordinator bloodnethpuser1 testuser bloodnethpuser2 testuser bloodnethpuser3 testuser  
bloodnethpuser5 testuser

Record your contribution here

Or attach file:  Aucun fichier n'a été sélectionné

How much time did you spend on this Assessment?  HRS  MINS

**Record Contribution**

Timeline

**Patient Documents**

Document	Created
Panel #3853	23/Apr/2020

Additional data requests

By	Requested	Completed
bloodnethpuser4 testuser	19/Sep/2022	

Requested: bloodnethpuser4 testuser

Panel members can request additional information here

When the Panel lead has received contribution from invited experts the Panel lead,  
he can **write the outcome report of the Panel**

Consultation Form

Panel Members

Meetings

Contributions & Outcome

## Contributions

bloodnethpuser1 testuser

bloodnetcoordinator

Record your contribution here

Request Contributions

## Outcome

stop

Edit

Sign-off

Timeline

Outcome (draft)

Panel Members

2 Enter your comment

1

3

The panel lead can organize a virtual meeting inviting members of the panel

Dashboard

EuroBloodNet

University...

Patient Details

Patient Panel

Patient Documents

#4748 judhv **Panel in progress** [Request Additional Data](#)

<b>Centre</b>	BE10 - University Hospital Leuven_EuroBloodNet	<b>ERN</b>	EuroBloodNet - Hematological Diseases
<b>Lead</b>	bloodnethpuser1 testuser	<b>Thematic Area</b>	Amyloidosis
		<b>Date created</b>	19/Sep/2022

Consultation FormPanel Members**Meetings**Contributions & Outcome

Upcoming meetings

No upcoming meetings

Past meetings

Schedule Meeting

Timeline

Panel Discussion

Document	Created
Panel #4748	19/Sep/2022

0





# ADD PATIENT DOCUMENTS



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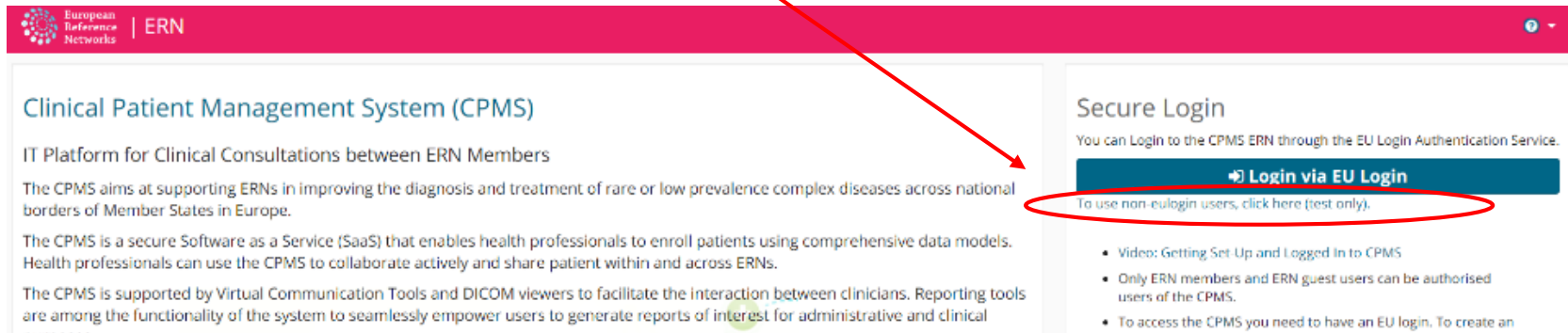
The panel lead attach new patient documents to report all relevant data to the panel of experts

The screenshot displays the CPMS (Clinical Practice Management System) interface for the BE10 - University Hospital Leuven. The top navigation bar includes the European Reference Networks logo, the CPMS title, and user information (bloodnethpuser1 testuser). The main content area shows the 'Patient Documents' section for a specific patient (ER-N-BE10-EuroBloodNet-012). A red circle highlights the 'Attach file / image' button in the top right corner of the document section. Another red circle highlights the 'Patient Documents' menu item in the left sidebar. The sidebar also contains links to Dashboard, EuroBloodNet, University..., Patient Details, and Patient Panels.



# PRACTICE IN CPMS TRAINING ENVIRONMENT

<https://cpms-training.ern-net.eu> – no patient data



EUROBLOODNET		Password: cpmsern	
UserName	ROLE	Country	Centre
bloodnetcoord	Coordinator	IT	IT10 - "Riuniti" hospitals Villa Sofia-Cervello - Palermo
bloodnetdatabase	Researcher	DE	None
bloodnetguest	Enrolling Guest	IE	None
bloodnethpuser1	HP	BE	BE10 - University Hospital Leuven
bloodnethpuser2	HP	BG	BG07 - Varna Expert Center of coagulopathies and rare anemias
bloodnethpuser3	HP	CY	CY01 - Archbishop Makarios III Hospital
bloodnethpuser4	HP & Panel Manager ERN	CZ	CZ08 - University Hospital Brno
bloodnethpuser5	HP & Panel Manager HCP	FR	FR08 - Assistance Publique-Hôpitaux de Paris, Hôpital Saint-Louis



# CPMS TRAINING SUPPORT



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- **Learn!** CPMS Training (see videos after log in):

<https://cpms-training.ern-net.eu>

<http://eurobloodnet.eu/cpms/about-cpms/>

- **Use!** CPMS login:

<https://cpms.ern-net.eu/login/>

- **Inform!** CPMS Overview Video:

<https://webgate.ec.europa.eu/ern/imgs/cpms%20overview.mp4>

- **Ask!** CPMS Support:

[SANTE-ERN-CPMS-ITSupport@ec.europa.eu](mailto:SANTE-ERN-CPMS-ITSupport@ec.europa.eu)

[cpmshelpdesk@euroblood.ern-net.eu](mailto:cpmshelpdesk@euroblood.ern-net.eu)

Contact the Helpdesk for a  
Personalized training !