Open and Close a Panel

One-Page Guide

1 ### Consent form:

- Get the consent form signed by the patient

2 ### Connect to CPMS:

- Use Google Chrome and go to https://cpms.ern-net.eu/
- Connect with your EU login password and the sms verification method

3 ### Enrol patient

- Enter the "Centre" tab and select "Enroll Patient"
- Complete the enrolment and identifying data
- Once finished click on "Enrol patient"

4 ### Consultation form and attachments:

- You will automatically continue to the section to "open a new panel"
- Carefully chose and insert a nickname
- Complete the brackets form with the medical data OR complete the **ERN-EuroBloodNet consultation form with the minimal data**
- Once all fields are completed click on Create panel to complete this form **form** and add it directly as attachment in the "medical documents" section. You can also add here CT scans, PET_CT, ultrasound, x-rays and many other formats of pictures/slides.
- Once all fields are completed click on "Create panel"

5 ### Invite Experts:

- You will be automatically directed to the panel overview screen
- Click on "Panel Members" and then on the "Available" tab.
- From the list of experts available according to the thematic areas, select which panellist you would like to invite to your panel by clicking on "Invite"

6 ### Contribution & Outcomes:

- The discussion can be done through the 'Timeline' chat box (right side of the panel screen) or via the CPMS video meeting.
- Panellists will record their contribution
- Record your contribution and the final panel outcome by clicking on the tab "Contributions & Outcome" and on the "Edit" button.

7 ### Panel Closing:

- Click on the Close panel button and fill out the questionnaire
- Click on "Continue to Close"

ERN | EuroBloodNet

European Reference Network
for rare or low prevalence
complex diseases

⊕ Network
Hematological
Diseases (ERN EuroBloodNet)

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