



# Role: Panel Member

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## Log in

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

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

➔ Login via EU Login

2) Enter your Password

Password

3) Choose one verification method (Need your mobile)

Choose your verification method

EU Login Mobile App PIN Code



4) Click on «**Sign in**»



Sign in

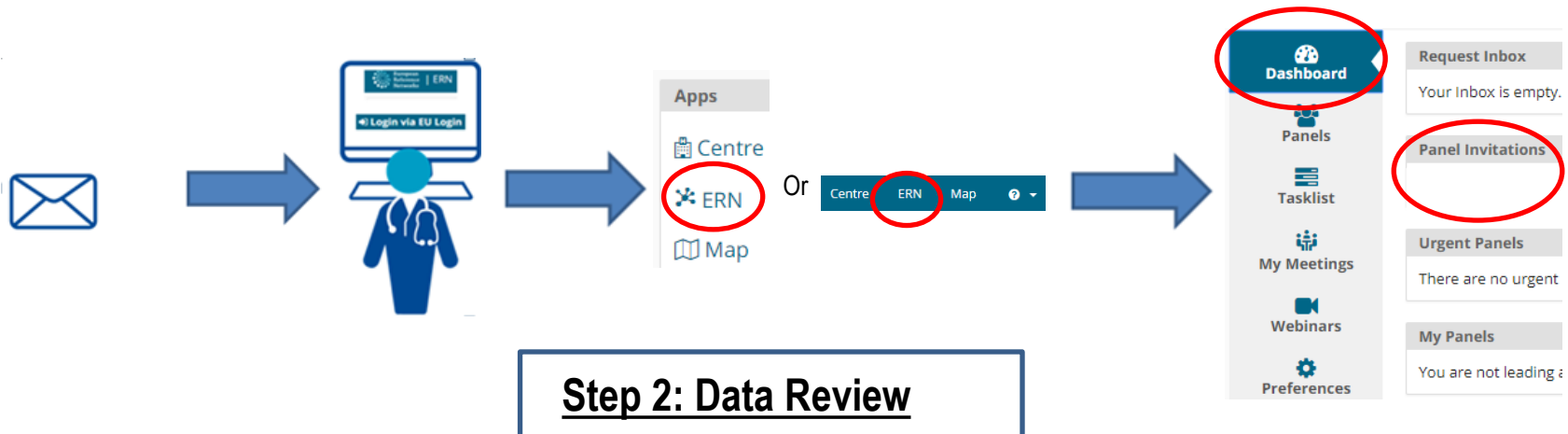
ERN-EYE Helpdesk



## Step 1: Log in

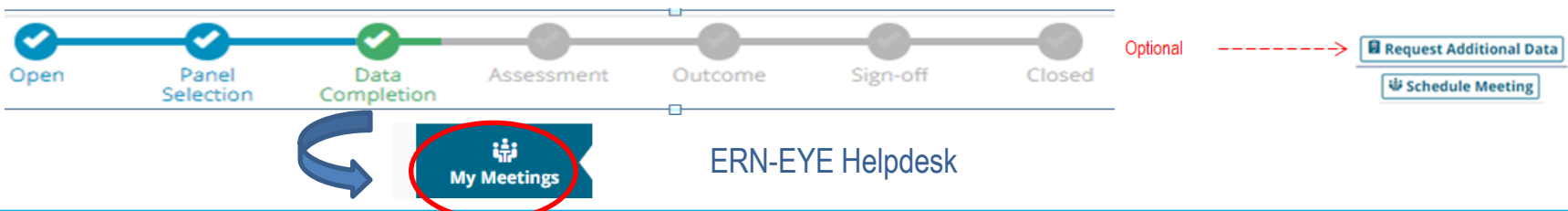


1. You receive an e-mail inviting you to join a Panel.
2. Log in to the CPMS at <https://cpms.ern-net.eu/login/>.
3. Click on «ERN» button.
4. Click on the «Dashboard» button and select the corresponding panel from the «Panel Invitations».



## Step 2: Data Review

1. Review the data concerning the patient.
2. Participate in a web meeting to discuss the case if you have been invited.
3. You can also request additional data or schedule a web meeting.

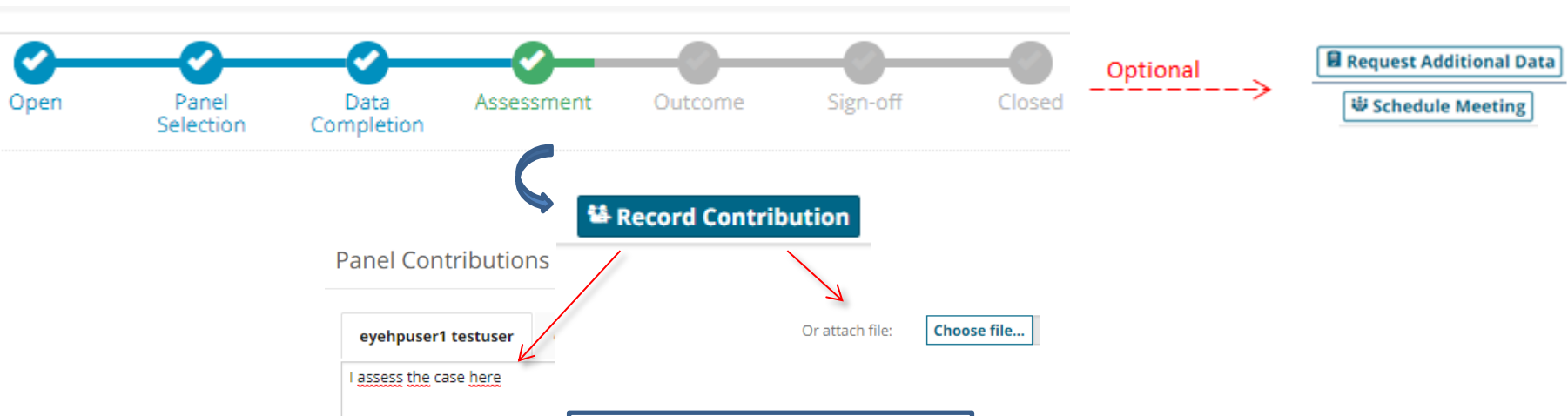




## Step 3: Assessment

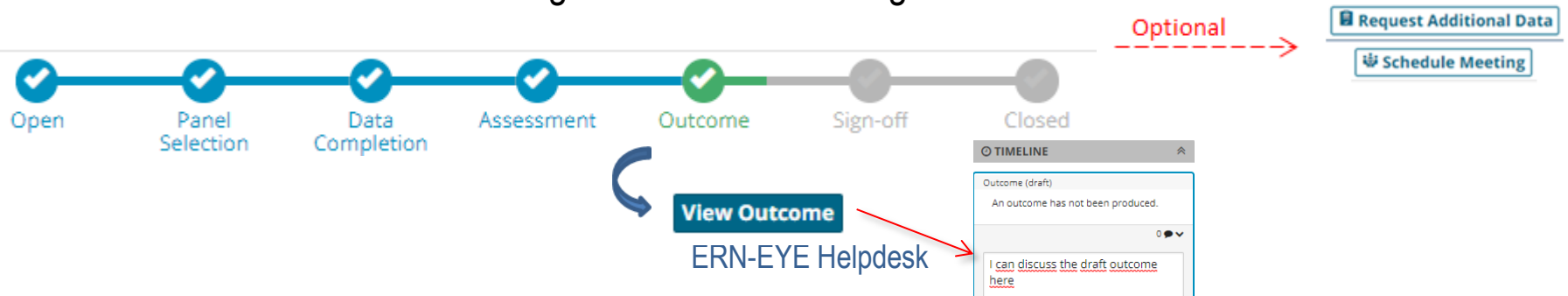


1. To give your opinion on the case, click on «Record Contribution» button.
2. To record your contribution write an assessment in the free text field or upload a file.



## Step 4: Outcome

1. Click on «View Outcome» to review Panel Outcome Document (a draft version).
2. Discuss the draft outcome using the timeline on the right of the screen.

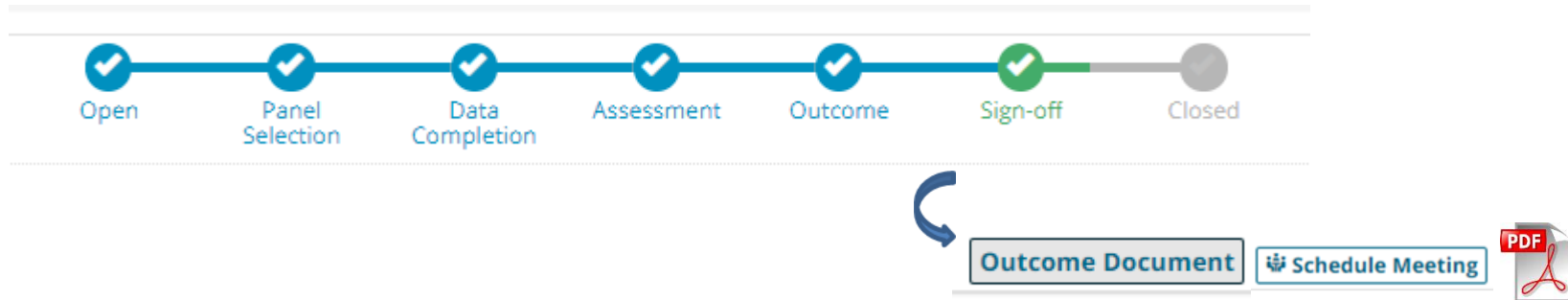




## Step 5: Sign-off

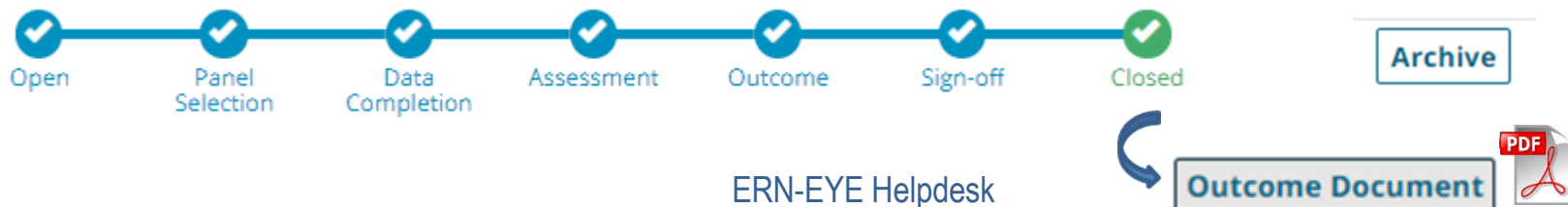


1. You can download the «Outcome Document» (.pdf) once it has been signed off by the Panel Lead.



## Step 6: Closed and archived

1. You can still download the «Outcome Document» once the Panel Lead has closed the panel.
2. Panel Lead can also decide to archive the panel (**with the coordinator's agreement**).
3. Once archived, the panel is only visible to the enrolling center.





## Reminder:

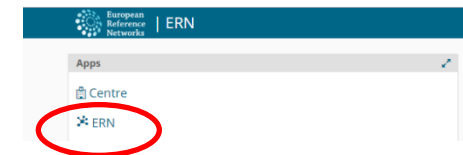
After logging out, you can go back to your panel by logging in again



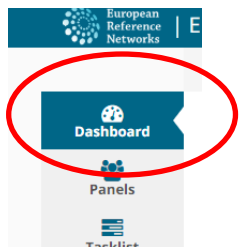
Sign in

at: <https://cpms.ern-net.eu/login/> and following all steps described **on page 2.**

- Then click on «**ERN**» in left margin or at the top of the page



- Then click on «**Dashboard**» and select the corresponding panel in «**Contributing Panels**»



Panel ID	Date	Nickname
#546	29/03/2019	Tallinn1
#541	17/04/2019	cargo2
#635	31/03/2019	RIX02