Accessing the Clinical Patient Management System (CPMS)

Guest Access

This document explains how to request access to CPMS as a Guest. To be able to start the first requirement is an EU Login. In order to register for one first go to https://cpms.ern-net.eu/login/ and click on the link to create an EU login.

Secure Login

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

- Only authenticated users (EU Login) can access or request access to CPMS. To create an EU Login click here.
- Only authorised users (SAAS) can access CPMS. To request authorisation to use CPMS click here.
- To access or request access to the ERN Collaborative Platform (ECP) click here.
Once you arrive at the site fill in the information in each of the boxes and click on **Create an account** at the end.

Help for external users

First name

Last name

E-mail

Confirm e-mail

E-mail language

Enter the code

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

Create an account
Once the EU Login has been created you are ready to request access to CPMS. Go back to the login page for CPMS on https://cpms.ern-net.eu/login/. This time click on the link to request authorisation to use CPMS.

Once you arrive at the site click on the Request access button.
On the page that appears select **CPMS** in the Application box

**New application access**

Once selected click on **Step 2 : Select an organisation**, to proceed

**Step 2 : select an organisation →**

On the **Select Organization** page you need to select which ERN you wish to request access for by clicking on **Open** next to it. *You do not need to click in the circle until you come to select the guest access*

**New application access**

! It is technically possible to proceed to step 3 after just selecting the ERN. Please note that doing this will result in the request being rejected. No Guest account can be activated without selecting 0000 Guest Access
After clicking Open you need to select the 0000 Guest Access

Once selected you click on Step 3: select an access profile to continue

On the Select access profile page you need to select which type of access profile you are requesting. You do this by clicking in small circle next to it

New application access

When done you click on Step 4: type a comment to continue
On the final page you will see a summary of what you have selected in previous steps. You can write a comment to the person who is going to validate the access request. *This is not mandatory*

**New application access**

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.

**Before submitting**

When you are ready click on **Submit request access**

Clicking the Submit request access button will notify the coordinator of the ERN you requested access to, and he or she will either accept, or reject the request.

Once the access has been accepted you can access CPMS by going to [https://cpms.ern-net.eu/login/](https://cpms.ern-net.eu/login/) and selecting **Login via EU Login**