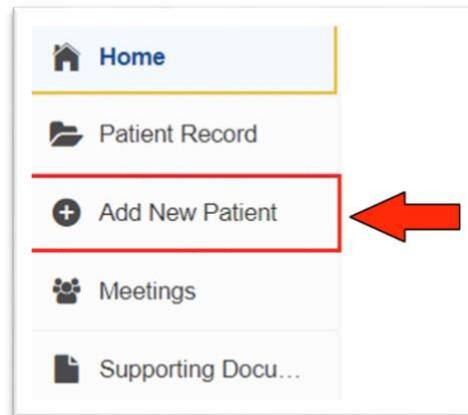


## CPMS 2.0 – Creating a Patient Record

Please note that it is mandatory to have consent to discuss a patient

To create a patient record within CPMS please follow the below steps:


- Visit <https://cpms2.ern-net.eu/> and use your EU login to access the platform
- From the menu on the left select “Add New Patient”



- Confirm the level of consent that has been obtained from either the patient or their representative. The consents for educational purposes and inclusion in registries is optional. (Consent forms are available in all EU languages).
- Enter the details of the patient. Data entered into this section is only available to ERN EpiCARE CPMS active users from your clinical centre.
- Select “**Next**” once completed

Before you can add a patient to the system you must gain their consent.  
Your hospital has a specific form or procedure to obtain consent from a patient for this system.  
If you are unaware of this internal procedure, please contact your hospital Data Protection Officer (DPO) and/or ERN specific representative.

**Consent given \***

Yes  No  

This field is required

**OPTIONAL - Consent for education purposes**

Yes  No

**OPTIONAL - Consent for inclusion in registries**

Yes  No

### Identifying data

**First Name \***

**Last Name \***

**Sex \***

**Date of birth \***

**Nationality \***

- A nickname is automatically generated by the platform and this should be used for all communications instead of sharing personable identifiable information.
- Select EpiCARE for the ERN
- For health care provider, click the box and select from the drop-down list (1)
- Treatment country will automatically complete
- Lead is automatically completed with the details of the individual uploading all data but if this needs to be changed click the “X” and complete with the correct details
- Select a thematic area from the drown-down lists (Only on thematic area is mandatory) (2)
- Select “**Next**” once completed

**Nickname**    MOCK DATA FOR TRAINING PURPOSES ONLY

The nickname must be unique

### Healthcare provider details

**ERN \***

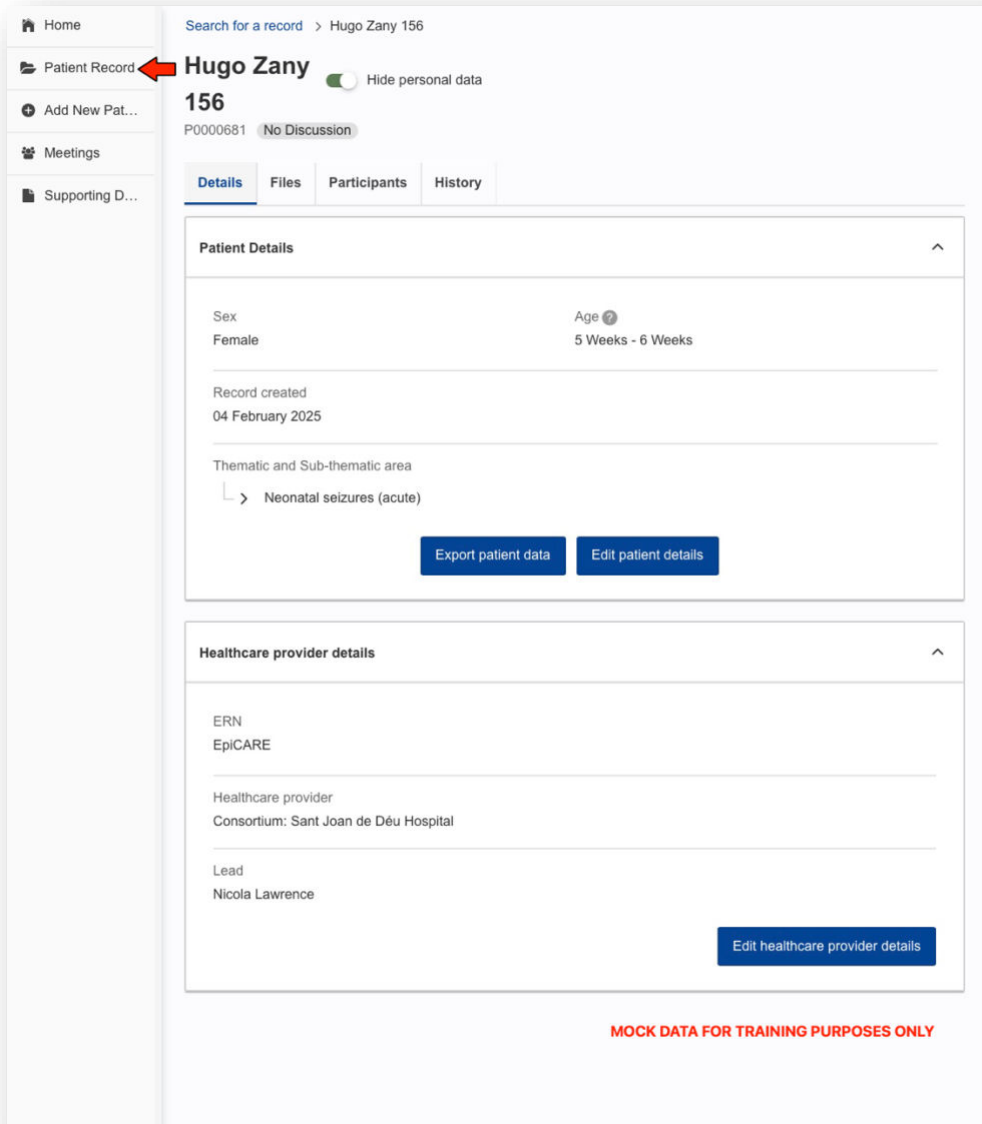
**Healthcare provider \* ①**

**Lead \* ②**

**Thematic Area \***

**Subthematic Area**

- Check all the data that has been entered is correct and select “**Add Patient**”
- The patient that has been added now shows as a patient record and the recording tabs for discussions are now available, including: *Details, Files, Participants and History*.



Home Search for a record > Hugo Zany 156

**Patient Record** **Hugo Zany**  Hide personal data

**156**  
P0000681 No Discussion

Details Files Participants History

**Patient Details**

Sex: Female Age: 5 Weeks - 6 Weeks

Record created: 04 February 2025

Thematic and Sub-thematic area: Neonatal seizures (acute)

Export patient data Edit patient details

**Healthcare provider details**

ERN EpiCARE

Healthcare provider: Consortium: Sant Joan de Déu Hospital

Lead: Nicola Lawrence

Edit healthcare provider details

**MOCK DATA FOR TRAINING PURPOSES ONLY**

For information on how to start a discussion please refer to ERN EpiCARE’s Guide “**CPMS 2.0 – How to hold a patient discussion**”.