

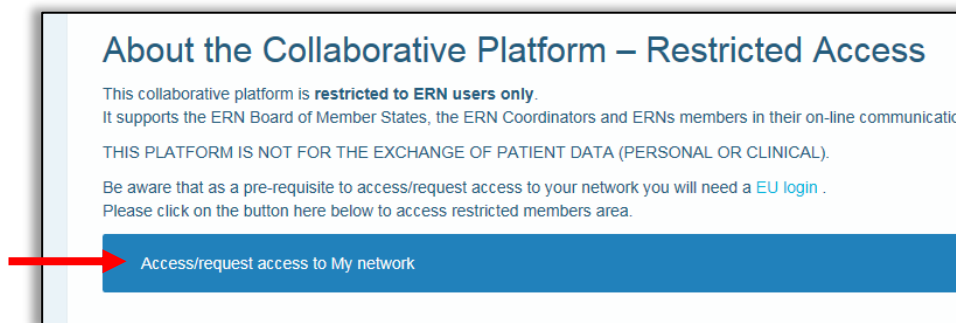
# CPMS Access Procedure

The Clinical Patient Management system is now fully operational. Please find the below information which will be useful to get access.

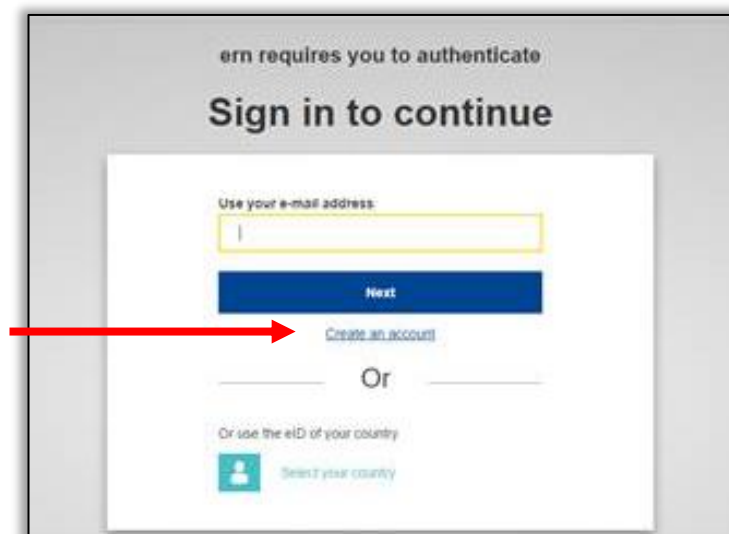
## 1. Create EU Login Account

To be able to access to the CPMS, you need first to **create an EU login** following below steps:

- Go to [ERN Collaborative Platform](#)
- Click on Access/request access to my network



- A form appears, click on Create an Account



- On the page that opens fill in the required information **First Name**, **Last Name**, **E-Mail** and **Verification Code**. The verification code is displayed in a grey window, you have to tape it in the field Enter the code.

**Create an account**

[Help for external users](#)

First name

Last name

E-mail

Confirm e-mail

E-mail language  
English (en) ▼

Enter the code

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

**Create an account**

- Be aware that you have to fill in your **REAL** name and lastname. **NO pseudonym!**
- Click on **Create an account**
- **You will then receive a mail to create your personal password.** If you do not receive an email, check your Junk Box.

## 2. Download and Initialize EU Login Application

CPMS uses two-factor authentication (password and QR Code), so you will need to download EU Login Mobile App. The EU Login Mobile App is an **application that you can install on your mobile device from the Google Play Store (Android), the App Store (iOS) or the Windows Store (Windows Phone).**

- After installing the EU Login App, open it and **tap on the "Initialize" option.**
- Open a browser on your PC and **go to the following URL:**  
<https://ecas.ec.europa.eu/cas/mobile>

- Click on "**Add a mobile device**" in the browser on your PC.



- In the "Your device name" field, **provide a name** that will allow you to remember to which device it refers to. You can pick any name that suits you, such as "My Android tablet", "My iPhone" or "My blue Windows phone".

 A screenshot of a web form titled "Add a mobile device" in a grey header. Below the title, there is a paragraph of instructions: "Please give a name to identify your mobile device and a PIN code to use for it." The form contains three input fields: "Your device name", "Your 4 digit PIN code", and "Confirm your PIN code". At the bottom, there are two buttons: a blue "Submit" button and a grey "Cancel" button.

- **Select a PIN code** composed of 4 digits and **enter it in the "Your 4 digit PIN code" and in the "Confirm your PIN code" fields** to make sure you did not mistype it.
- Once you are done, click "**Submit**" and tap the checkmark on your mobile device.



- The QR code scanner starts on your mobile device and a QR code is displayed on the screen of your PC.
- **Point the camera** of your mobile phone to your PC screen until the QR code is recognized.
- **Enter the PIN code** you have just chosen on your mobile device and tap "**Authenticate**".
- EU Login sends a **notification** to your mobile device.
- **Tapping 'Confirm'** on the notification completes the process. Your EU Login Mobile app is successfully initialized and can be used for authenticating.

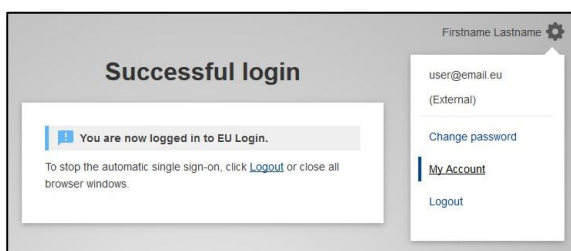
- Tap on "**Continue**" to go back to the welcome screen.

## 2. Register a mobile phone number for receiving verification SMS

Your mobile phone number needs to be registered in your EU Login account in order to receive SMSs to authenticate.

Unfortunately, since SMS requires agreements between operators to interconnect mobile networks, it might not be fully reliable. Therefore it is advised to use solutions based on the ECAS Mobile App instead if you have a smartphone.

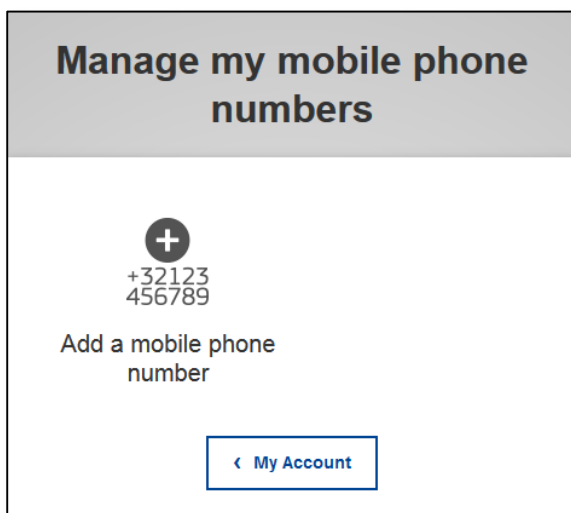
In order to register your mobile phone number, open a browser and **go to the following URL:** <https://ecas.ec.europa.eu/cas>



Once successfully authenticated, move the mouse over the gear **at the top right corner** to display the menu and select **"My Account"**.



Click on **"Manage my mobile phone numbers"**.



Click on **"Add a mobile phone number"**.

### Add a mobile phone number

Mobile phone number

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

**Add** Cancel

Enter your mobile phone number in the "Mobile phone number" field, starting with a plus sign and with the country code.

**Do not include dots, parenthesis or hyphens.**

When clicking "Add", an **SMS is sent** to your mobile device.

The SMS contains a **challenge code** made of eight characters separated with a hyphen (minus sign).

### Challenge code for adding a mobile phone number, sent by text message

Please enter the *challenge code* that was texted to your mobile phone.

It might take up to 8 minutes for the message to reach your mobile phone.

Mobile phone number

Text message challenge code



 - 

**Finalise** Cancel

**Type the challenge code** you received in the "Text message challenge code" fields and click on "**Finalise**".

### Manage my mobile phone numbers

✓ Your mobile phone number +321234567890 was added successfully.

 +32123 456789 Add a mobile phone number	 +32123 456789 Delete a mobile phone number
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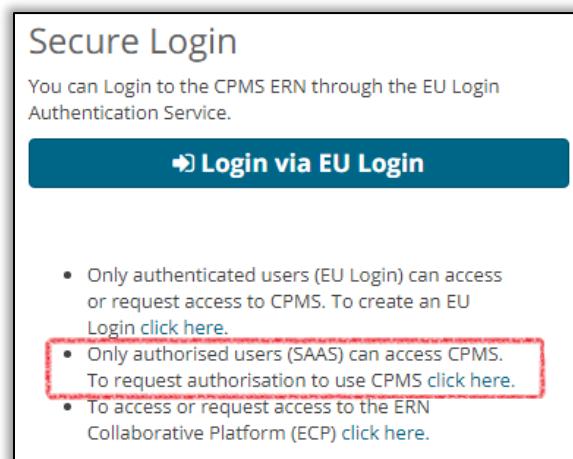
[← My Account](#)

**Your mobile phone number** is successfully registered and can now be used for authenticating

### 3. CPMS Access Request

Once the EU Login has been created you are ready to request access to CPMS.

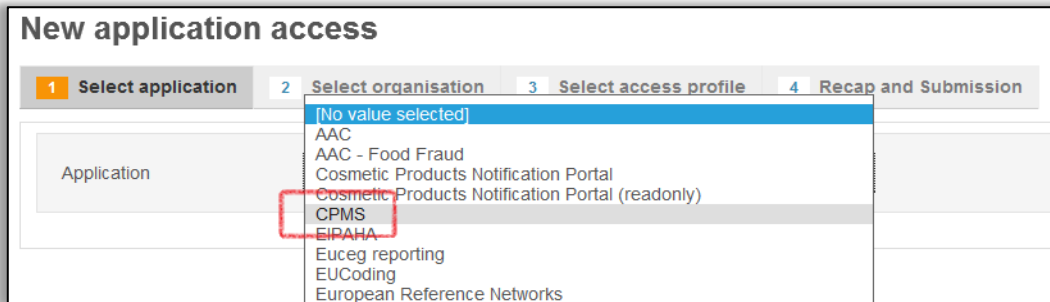
- Go to <https://cpms.ern-net.eu/login/>
- This time click on *Only authorised users (SAAS) can access CPMS. To request authorisation to use CPMS click here.*



- Select **Request Access**



- **Step 1 - Select application**, choose CPMS



**New application access**

1 Select application    2 Select organisation    3 Select access profile    4 Recap and Submission

Application

- [No value selected]
- AAC
- AAC - Food Fraud
- Cosmetic Products Notification Portal
- Cosmetic Products Notification Portal (readonly)
- CPMS**
- EIPAAH
- Euceg reporting
- EUCoding
- European Reference Networks

- **Step 2 – Select organisation**, proceed as follow:

- a. Click on the **blue window**  next to **EURACAN**



	<input type="radio"/> ERN-SKIN - Skin Disorders	<a href="#">Details</a>
	<input type="radio"/> ERNICA - Inherited and Congenital Anomalies	<a href="#">Details</a>
	<input type="radio"/> <b>EURACAN - Adult Cancers</b>	<a href="#">Details</a>
	<input type="radio"/> EURO-NMD - Neuromuscular Diseases	<a href="#">Details</a>

- b. Click on the **blue window**  next to your **Country**



← Up / EURACAN - Adult Cancers

	<input type="radio"/> Belgium	<a href="#">Details</a>
	<input type="radio"/> <b>Czech Republic</b>	<a href="#">Details</a>
	<input type="radio"/> Finland	<a href="#">Details</a>

- c. Finally, **select your Healthcare Provider** by clicking on the related **radio button**



← Up / EURACAN - Adult Cancers / France

<input type="radio"/>	0000 Guest Access	<a href="#">Details</a>
<input type="radio"/>	<b>FR01 - Assistance Publique-Hôpitaux de Paris, Hôpital Pitié-Salpêtrière</b>	<a href="#">Details</a>
<input type="radio"/>	FR03 - Assistance Publique-Hôpitaux de Paris, Hôpital Cochin	<a href="#">Details</a>
<input type="radio"/>	FR12 - Hôpital Tenon	<a href="#">Details</a>
<input type="radio"/>	FR18 - Centre Léon Bérard	<a href="#">Details</a>
<input type="radio"/>	FR25 - Hospices Civils de Lyon	<a href="#">Details</a>
<input type="radio"/>	FR36 - Institut Curie	<a href="#">Details</a>
<input type="radio"/>	FR37 - Institut Gustave Roussy	<a href="#">Details</a>

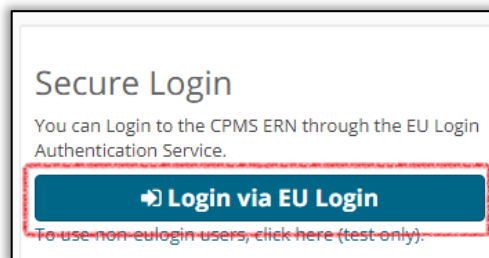
- **Step 3 – Select access Profile, make your choice between:**
  - HP: Healthcare Provider → if you will manage panel and/or participate to panels
  - Researcher → if you will execute queries and extract reports from the database

**You can select one of these profiles or both of them.**

- Finally when you are ready click on **Submit request access**

#### 4. CPMS first login

Once the request has been approved by your ERN's Coordinator, you will be able to access CPMS by going to <https://cpms.ern-net.eu> and selecting Login via EU Login.



- A form appears, type your EU Login password
- The verification method should be App QR Code as shown on the screen shot here after.



ERN-CPMS requires you to authenticate

## Sign in to continue

Welcome back

pauline.fouche@euracan.ern-net.eu  
(External)

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


**Password**

••••••••

[Lost your password?](#)

Choose your verification method

EU Login Mobile App QR Code




**Sign in**

- Click on Sign in. **Scan the QR Code** that appears on your PC screen using your EU Login mobile application.
- If the scan succeeds, a digit code is displayed on your mobile device. **Tap this code in the field Code generated by your app.**

ERN-CPMS requires you to authenticate

## QR code authentication

Please scan the QR code with your EU Login mobile app and type in the generated code below.



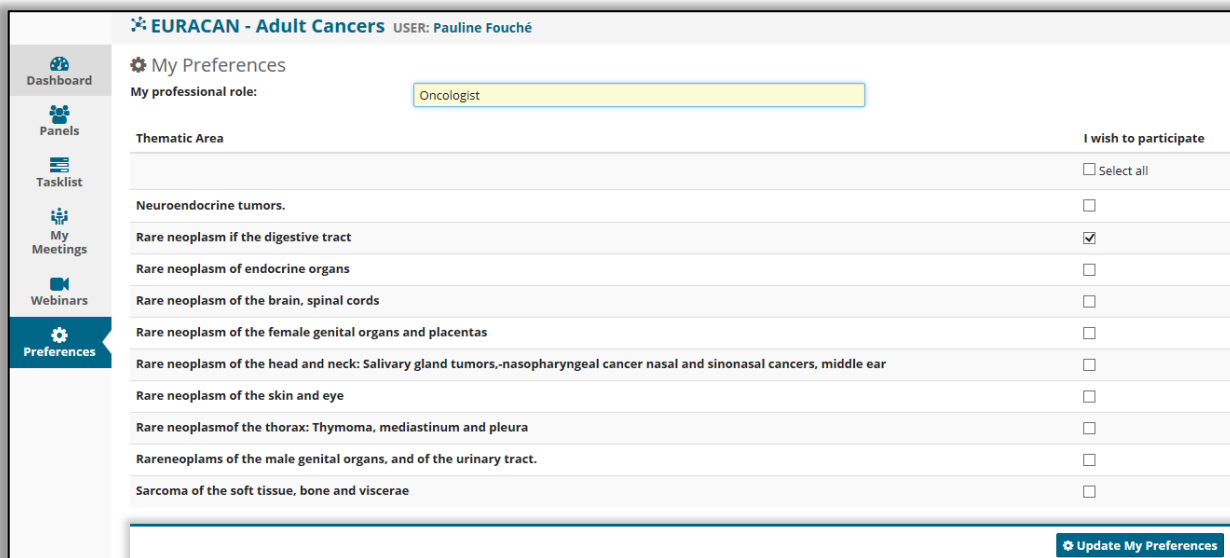
**Code generated by your app**

48015741

**Sign in**

Upon successful login to CPMS, you can see a Global Dashboard with all applications you are authorised to access. At your first connexion, you will be invited to set-up your "Preferences" in the "ERN" Tab.

Specify **your professional role** (eg. Radiologist, Oncologist, Anapathologist etc) and **which thematic areas you are interested in** within your ERN, so that you can participate actively in Panel Consultation.



EURACAN - Adult Cancers USER: Pauline Fouché

My Preferences

My professional role:

Thematic Area	I wish to participate
	<input type="checkbox"/> Select all
Neuroendocrine tumors.	<input type="checkbox"/>
Rare neoplasm if the digestive tract	<input checked="" type="checkbox"/>
Rare neoplasm of endocrine organs	<input type="checkbox"/>
Rare neoplasm of the brain, spinal cords	<input type="checkbox"/>
Rare neoplasm of the female genital organs and placentas	<input type="checkbox"/>
Rare neoplasm of the head and neck: Salivary gland tumors,-nasopharyngeal cancer nasal and sinonasal cancers, middle ear	<input type="checkbox"/>
Rare neoplasm of the skin and eye	<input type="checkbox"/>
Rare neoplasm of the thorax: Thymoma, mediastinum and pleura	<input type="checkbox"/>
Rare neoplasm of the male genital organs, and of the urinary tract.	<input type="checkbox"/>
Sarcoma of the soft tissue, bone and viscerae	<input type="checkbox"/>

At your Service:

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