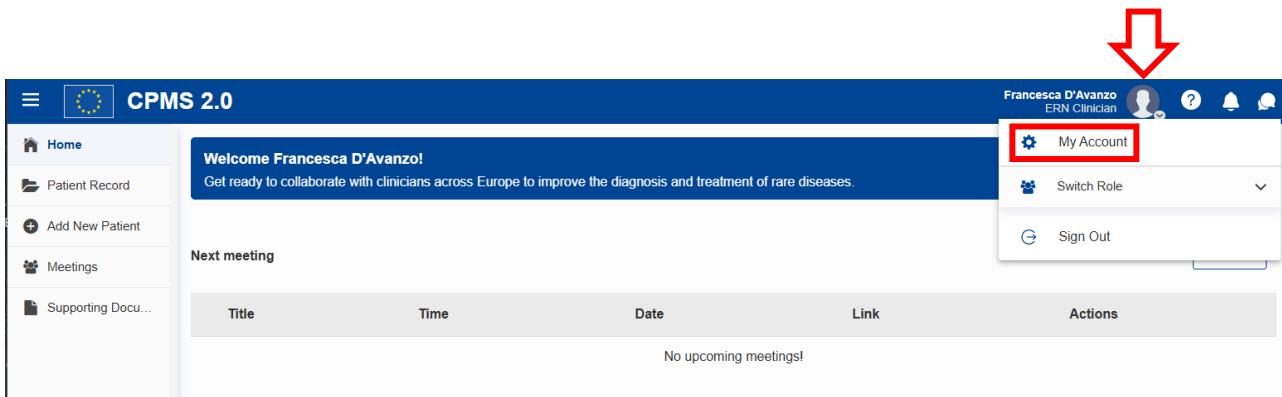




# MetabERN – CPMS 2.0 guide

## How to request access to an additional ERN

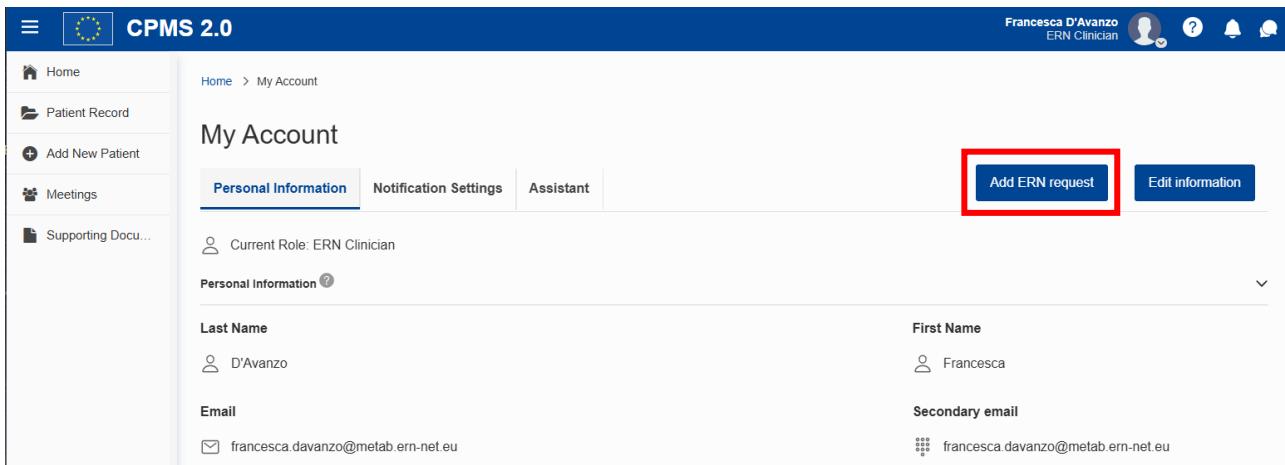
1. Log in at <https://cpms2.ern-net.eu> using your EU login credentials
2. Click on your account icon in the top bar, the select **My Account**



The screenshot shows the CPMS 2.0 dashboard. At the top, there is a blue header bar with the text "Welcome Francesca D'Avanzo!" and "Get ready to collaborate with clinicians across Europe to improve the diagnosis and treatment of rare diseases." Below this, there is a section titled "Next meeting" with a message "No upcoming meetings!". On the left, there is a sidebar with navigation links: "Home", "Patient Record", "Add New Patient", "Meetings", and "Supporting Docu...". On the right, there is a user profile for "Francesca D'Avanzo, ERN Clinician" with icons for help, notifications, and messaging. A red box highlights the "My Account" option in the dropdown menu, and a red arrow points to this box from the text above.



**3. Click on Add ERN Request**



CPMS 2.0

Francesca D'Avanzo  
ERN Clinician

Home > My Account

My Account

Personal Information   Notification Settings   Assistant

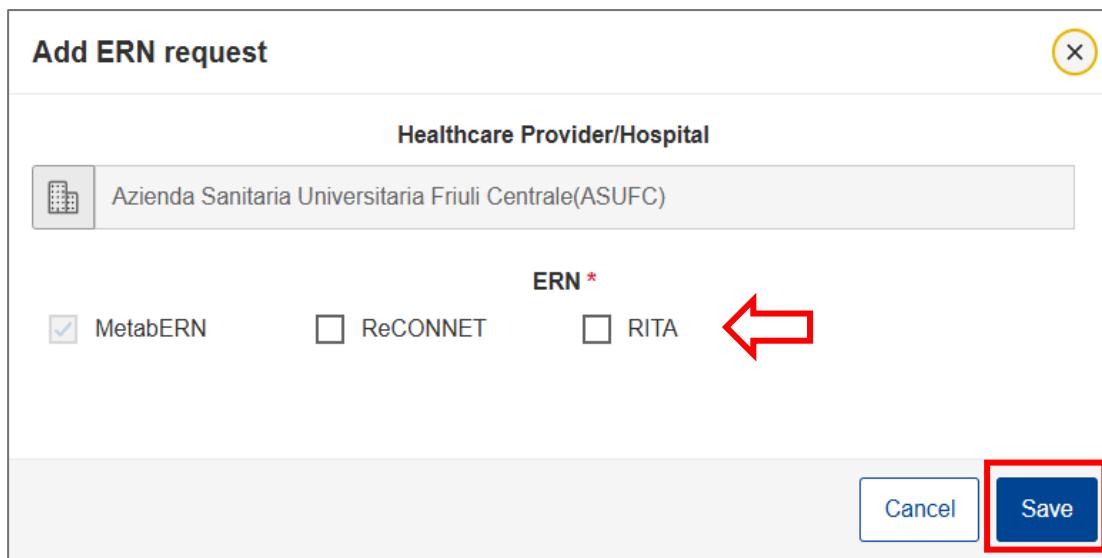
Add ERN request   Edit information

Current Role: ERN Clinician

Last Name: D'Avanzo   First Name: Francesca

Email: francesca.davanzo@metab.ern-net.eu   Secondary email: francesca.davanzo@metab.ern-net.eu

**4. A window will appear displaying the ERNs your institution is affiliated in. Choose the ERN you wish to request access to, then click Save.**



Add ERN request

Healthcare Provider/Hospital: Azienda Sanitaria Universitaria Friuli Centrale(ASUFC)

ERN \*

MetabERN    ReCONNED    RITA

Cancel   Save

**5. Wait for approval from the ERN staff.**