

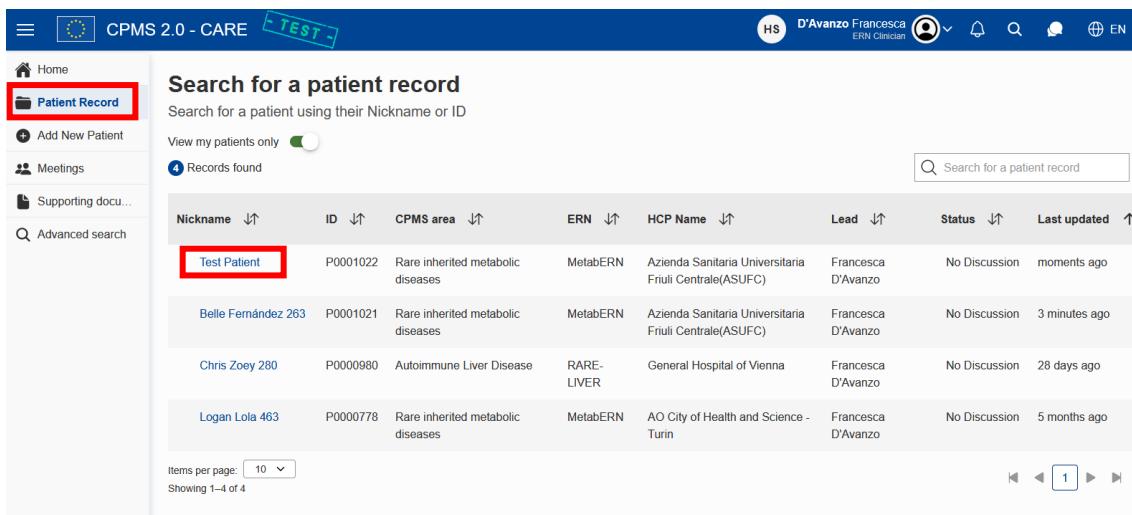


MetabERN – CPMS 2.0 guide

How to start a discussion about a patient

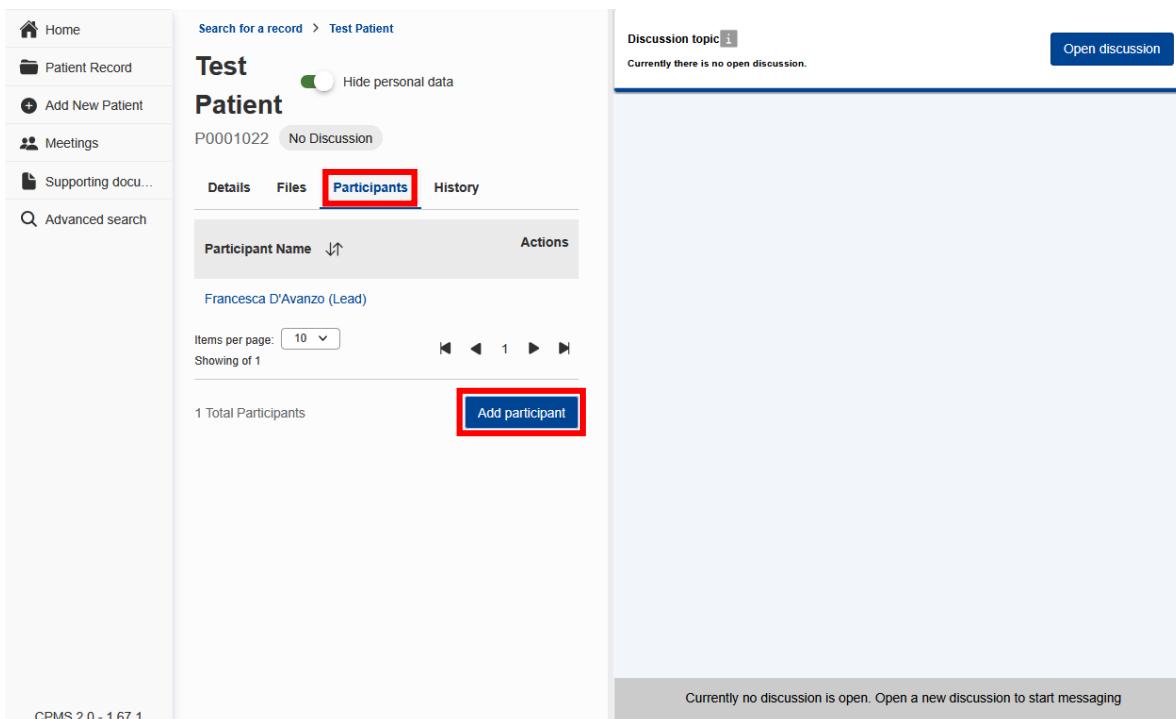
Add Participants to a patient's profile

1. Log in at <https://cpms2.ern-net.eu> using your EU login credentials.
2. To access the patient profile, go to the **Patient Records** page from the left-hand side menu, browse through the list of patients and click on the patient nickname. As an alternative, you can search for the patient's name in the search bar at the top of the page.



Nickname	ID	CPMS area	ERN	HCP Name	Lead	Status	Last updated
Test Patient	P0001022	Rare inherited metabolic diseases	MetabERN	Azienda Sanitaria Universitaria Friuli Centrale(ASUFC)	Francesca D'Avanzo	No Discussion	moments ago
Belle Fernández 263	P0001021	Rare inherited metabolic diseases	MetabERN	Azienda Sanitaria Universitaria Friuli Centrale(ASUFC)	Francesca D'Avanzo	No Discussion	3 minutes ago
Chris Zoey 280	P0000980	Autoimmune Liver Disease	RARE-LIVER	General Hospital of Vienna	Francesca D'Avanzo	No Discussion	28 days ago
Logan Lola 463	P0000778	Rare inherited metabolic diseases	MetabERN	AO City of Health and Science - Turin	Francesca D'Avanzo	No Discussion	5 months ago

3. Within the patient profile, you can add users as participants by navigating to the **Participants** tab and selecting the **Add Participant** button.



Participant Name	Actions
Francesca D'Avanzo (Lead)	



4. This will take you to the search panel where you can refine your search by selecting from the following two options:

a. **Search by group:** Check the toggle to view list of groups (step 1). When searching by groups, you can limit your search to the groups from the same ERN(s) as yours, to all groups that are ERN-specific and/or to all cross-ERN groups (step 2). If you want to add members of a **specific MetabERN Subnetwork** as participants, select **Own ERN**. This will display the list of MetabERN groups, including the 7 Subnetworks.

Name	ERN	People	Clinical Focus
Aminoacid and organic acids related disorders (AOA)	MetabERN	106	Aminoacid and organic acids related disorders (AOA) >
Carbohydrate, fatty acid oxidation and ketone bodies disorder (C-FAO)	MetabERN	98	Carbohydrate, fatty acid oxidation and ketone bodies disorder (C-FAO) >
Congenital disorders of glycosylation and disorders of intracellular trafficking (CDG)	MetabERN	66	Congenital disorders of glycosylation and disorders of intracellular trafficking (CDG) >
Disorder of pyruvate metabolism, Krebs cycle defects, mitochondrial oxidative phosphorylation disorder, disorders of thiamine transport and metabolism (PM-MD)	MetabERN	78	Disorder of pyruvate metabolism, Krebs cycle defects, mitochondrial oxidative phosphorylation disorder, disorders of thiamine transport and metabolism (PM-MD) >
Lysosomal storage disorders (LSD)	MetabERN	110	Lysosomal storage disorders (LSD) >
MELAS	MetabERN	25	Experts centres that treated multiple MEALS cases >
Neuromodulators and small molecules diseases (NOMS)	MetabERN	59	Neuromodulators and small molecules diseases (NOMS) >
Niemann Pick	MetabERN	22	Experts on Niemann Pick disease Types A, B and C >
Peroxisomal disorders (PD)	MetabERN	58	Peroxisomal disorders (PD) >

b. **Search by user:** To identify the appropriate experts to join a discussion, several search criteria can be used:

- **General Search:** Searches in all characteristics of a user (first and last name, email, EU Login username, language, country, time zone, theamics, sub theamics, clinical focus, ERN, HCP, roles, profession). The "+" symbol can be used to search for multiple criteria
- **ERN (European Reference Network):** Choose the specific ERN from the drop-down menu.
- **Name (First or Last Name):** Enter the clinician's name in the text field.
- **CPMS area:** Select the thematic area from the drop-down menu. If you have previously filtered by ERN, only the related thematic areas will be displayed.
- **Centre:** Enter the centre's name in the text field to find clinicians from a specific medical centre.
- **Profession:** Enter the profession to find clinicians based on their roles.
- **Cares for:** Choose from the drop-down menu to find clinicians based on their expertise in Paediatric, Adult, or Prenatal care.



Add participant

Search

Search by group

General search

ERN

Search by ern

Name

Search by name

CPMS area

Select / search by CPM...

Centre

Search by centre

Profession

Search by profession

Cares for

Search

Search

Please add filters to begin the search

Name ↓↑	ERN	Centre ↓↑	Profession ↓↑
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Cancel **Add participant**

5. After entering the search criteria, click the **Search** button to display the list of clinicians (or groups) that match the specified criteria. Select the participants or groups you wish to add, and then click the **Add Participant** button.

Add participant

Search

Search by group

General search

ERN

Search by ern

Name

Test

CPMS area

Select / search by CPM...

Centre

Search by centre

Profession

Search by profession

Cares for

Search

Search

6 results found

Test Clear all

Name ↓↑	ERN	Centre ↓↑	Profession ↓↑
<input checked="" type="checkbox"/> TestUser IB	ERN-LUNG, EURACAN, BOND, Endo-ERN, RITA, EpiCARE	AOUI Verona	Audiology and Speech Pathology
<input checked="" type="checkbox"/> TestUser Assistant	ERN-LUNG, Endo-ERN	AOUI Verona	Biologist
<input type="checkbox"/> FirstTester SZYSZPI	RARE-LIVER, ERNICA, ERN-LUNG, ERKNet, Endo-ERN	General Hospital of Vienna	Hepatologist
<input type="checkbox"/> Test rudolf	BOND, RITA, EpiCARE	Aarhus University Hospital	Dermatologist
<input type="checkbox"/> test TEST	RITA, PaedCAN	St. Anna Kinderspital & St. Anna Kinderkrebsforschung	Paediatrician

Cancel **Add participant**

① ② ③ ④



Start a discussion

1. Open the profile of the patient about whom you want to start a discussion.

CPMS 2.0 - CARE

HS D'Avanzo Francesca ERN Clinician

Home Patient Record Add New Patient Meetings Supporting doc... Advanced search

Search for a patient record

Search for a patient using their Nickname or ID

View my patients only

4 Records found

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Items per page: 10

Showing 1-4 of 4

2. After ensuring that there are no open discussions, click on the **Open Discussion** button.

Home Patient Record Add New Patient Meetings Supporting doc... Advanced search

Search for a record > Test Patient

Test Hide personal data

P0001022 No Discussion

Details Files Participants History

Patient Details

Sex: Female Age: 5 Years - 6 Months

Record created: 09 October 2025

CPMS area and sub-area: Rare inherited metabolic diseases

Export patient data Edit patient details

Healthcare provider details

ERN: MetabERN

Discussion topic ⓘ

Currently there is no open discussion.

Open discussion

Currently no discussion is open. Open a new discussion to start messaging

3. This will open a pop-up window where you can provide a clear and concise **Discussion topic** related to the patient's condition. Be sure to include details about the patient's medical history, current medications, and past treatments.



Open a discussion

Write discussion topic *

Below you can state discussion purpose, along with details about the patient and their medical history

Write your comment here. This can be a sentence or a paragraph.

Urgency *

Is this discussion urgent?

Not urgent Urgent

Specify urgency

If urgent, specify a soft deadline here

Select a date

4. Choose the **urgency level** (urgent/non-urgent): if the patient's condition is urgent, it is important to mark it as such, so that other clinicians can respond promptly.
5. After providing all the necessary details, click on **Confirm** button to initiate the discussion. This will create a new discussion thread, which will be visible to all clinicians who have access to the patient's records.

Open a discussion

Write discussion topic *

Below you can state discussion purpose, along with details about the patient and their medical history

Discussion topic

Urgency *

Is this discussion urgent?

Not urgent Urgent

Specify urgency

If urgent, specify a soft deadline here

17/10/2025