

## Come richiedere l'accesso alla CPMS

Per accedere alla CPMS, è necessario seguire questi passaggi:

1. Possedere o creare il tuo EU LOGIN; [trovi qui la guida ufficiale](#)
2. Aggiungere il tuo numero di cellulare all'EU Login come doppio metodo di autenticazione; [trovi qui la guida ufficiale](#)
3. Richiedere l'accesso alla CPMS per ERN ReCONNET con un RUOLO specifico;
4. Accedere alla CPMS.

Puoi trovare un video dettagliato a questo link: [CPMS Video animation guide.](#)

*In questa guida presentiamo i passaggi richiesti per ottenere l'accesso alla CPMS se sei un utente ospite.*

*Puoi usare l'account da utente ospite sia per contribuire a un Panel sia per crearne uno nuovo.*

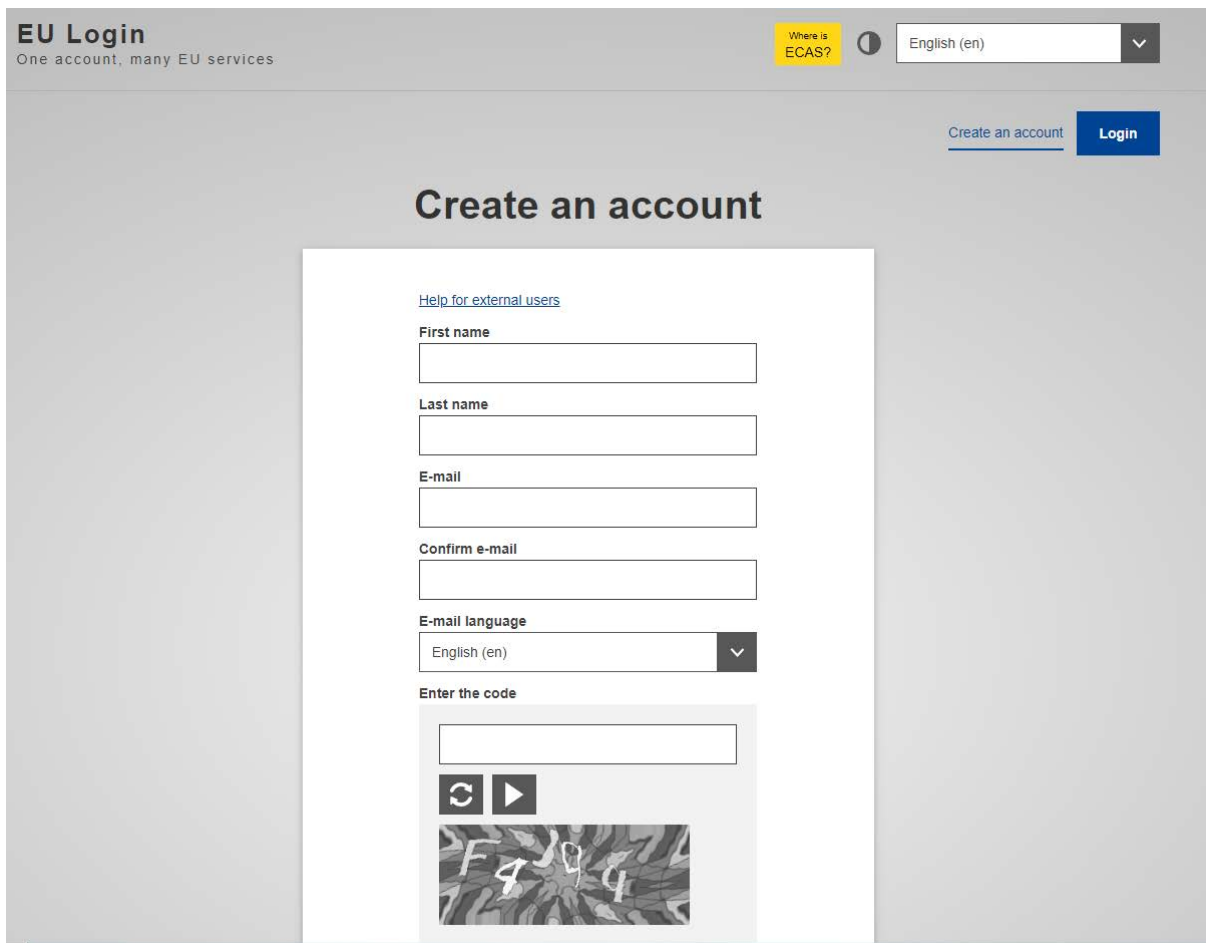
*Tieni presente che l'account da utente ospite è temporaneo.*

*Se non l'hai ancora fatto, ti invitiamo a contattare l'helpdesk all'indirizzo [helpdesk.reconnet@ao-pisa.toscana.it](mailto:helpdesk.reconnet@ao-pisa.toscana.it) oppure direttamente ERN ReCONNET all'indirizzo [ern.reconnet@ao-pisa.toscana.it](mailto:ern.reconnet@ao-pisa.toscana.it) per poter ricevere assistenza nella procedura.*

## Come creare l'EU Login

Per creare l'EU Login, segui questi passaggi:

1. Clicca sul link <https://webgate.ec.europa.eu/cas/eim/external/register.cgi>



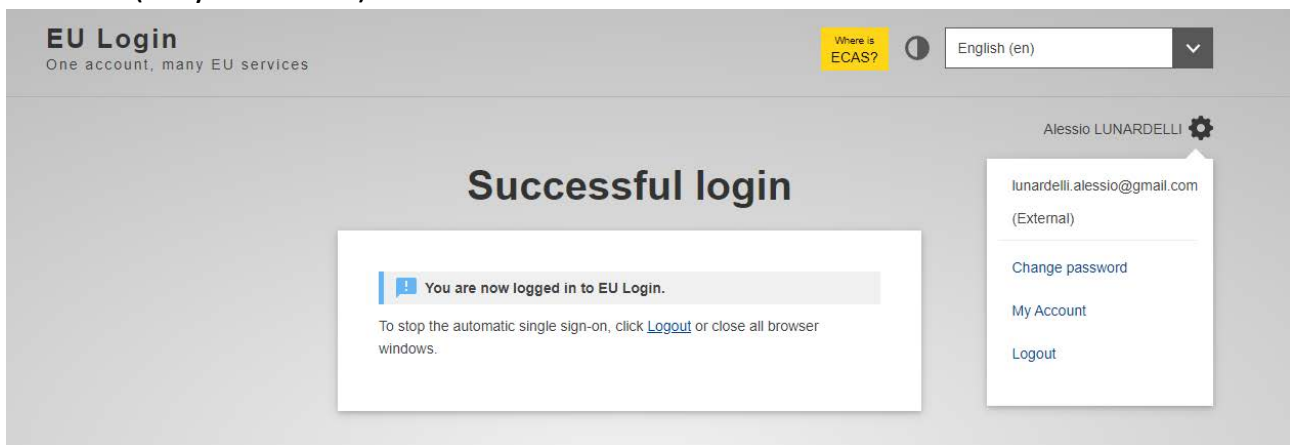
The screenshot shows the 'EU Login' registration page. At the top left, it says 'EU Login' and 'One account, many EU services'. On the top right, there is a language selector set to 'English (en)' and a 'Where is ECAS?' button. Below the header, there are two buttons: 'Create an account' (a link) and 'Login' (a blue button). The main heading is 'Create an account'. Below this, there is a link for 'Help for external users'. The form fields are: 'First name', 'Last name', 'E-mail', 'Confirm e-mail', 'E-mail language' (set to 'English (en)'), and 'Enter the code'. The code field is empty, and below it is a CAPTCHA image showing the number 'F4384' on a leaf pattern. There are also refresh and play buttons for the CAPTCHA.

2. Inserisci le informazioni richieste nel modulo, poi clicca sul pulsante "Crea un account" alla fine del modulo e aspetta la mail di conferma.

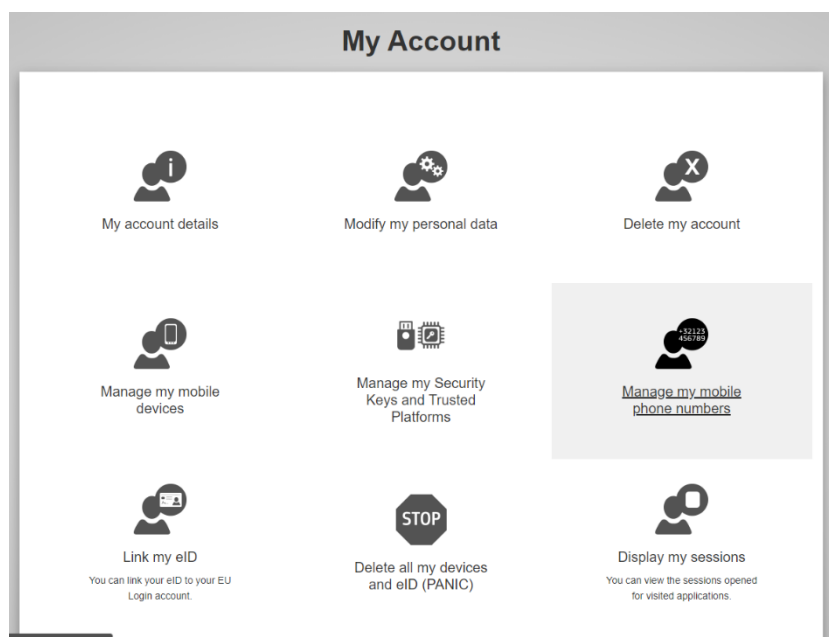
## Come aggiungere il numero del tuo cellulare come doppio fattore di autenticazione per l' EU Login

Per utilizzare la CPMS, devi possedere un EU Login con doppio fattore di autenticazione.

1. Vai al link <https://webgate.ec.europa.eu/cas> e connettiti con il tuo EU Login.
2. Una volta connesso, clicca sull'icona “” in alto a destra e seleziona “Il mio account” (“My Account”).



3. Poi clicca su “Gestire i miei dispositivi mobili” (“Manage my mobile devices”).



4. Aggiungi il tuo numero di cellulare.
  
5. Una volta completato il modulo, riceverai un SMS e il tuo cellulare verrà associato all'EU Login. Ogni volta che accederai alla CPMS, ti verrà richiesto di aggiungere la password e un codice di verifica univoco che verrà inviato sul tuo cellulare.

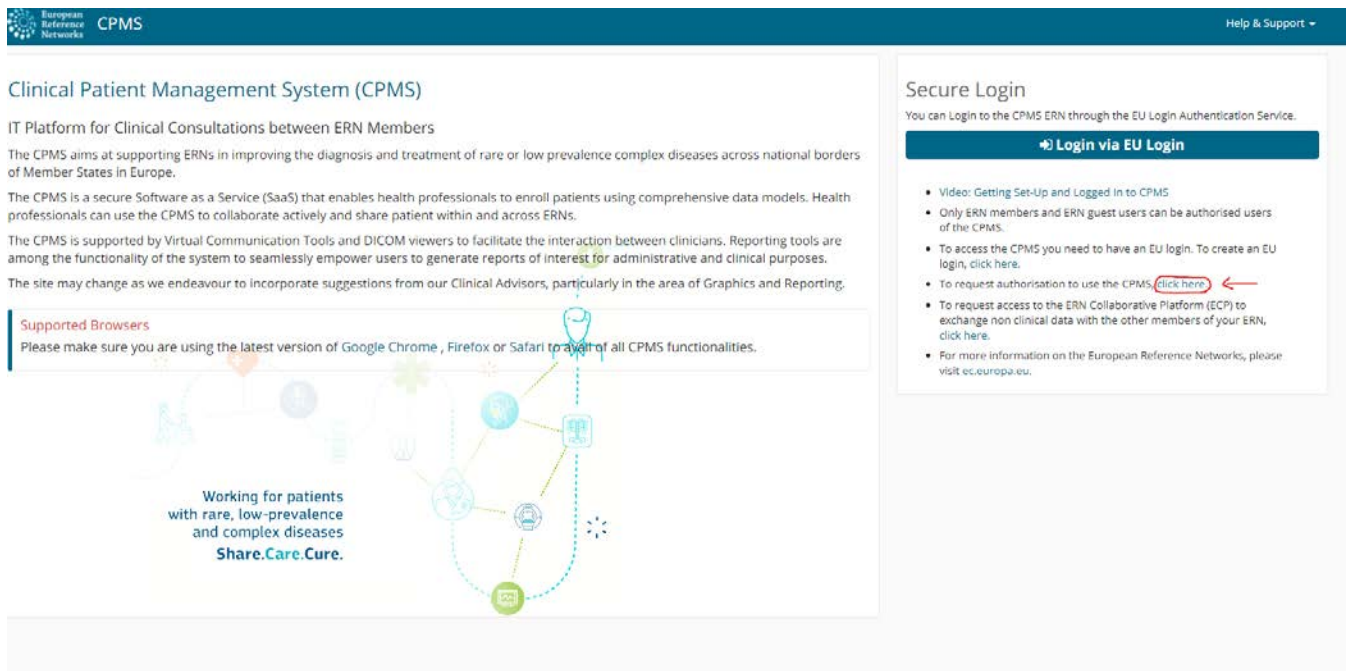
Puoi anche scaricare sul cellulare la App EU Login dal tuo app store e usare il QR CODE per una connessione sicura con l'EU Login.

Per maggiori informazioni sull'autenticazione a due fattori, puoi consultare la Guida ufficiale della Commissione [https://europa.eu/regions-and-cities/set-eu-login-two-factor-authentication\\_en](https://europa.eu/regions-and-cities/set-eu-login-two-factor-authentication_en)

## Richiedere l'accesso alla CPMS

Per richiedere l'accesso alla CPMS, segui questi passaggi:

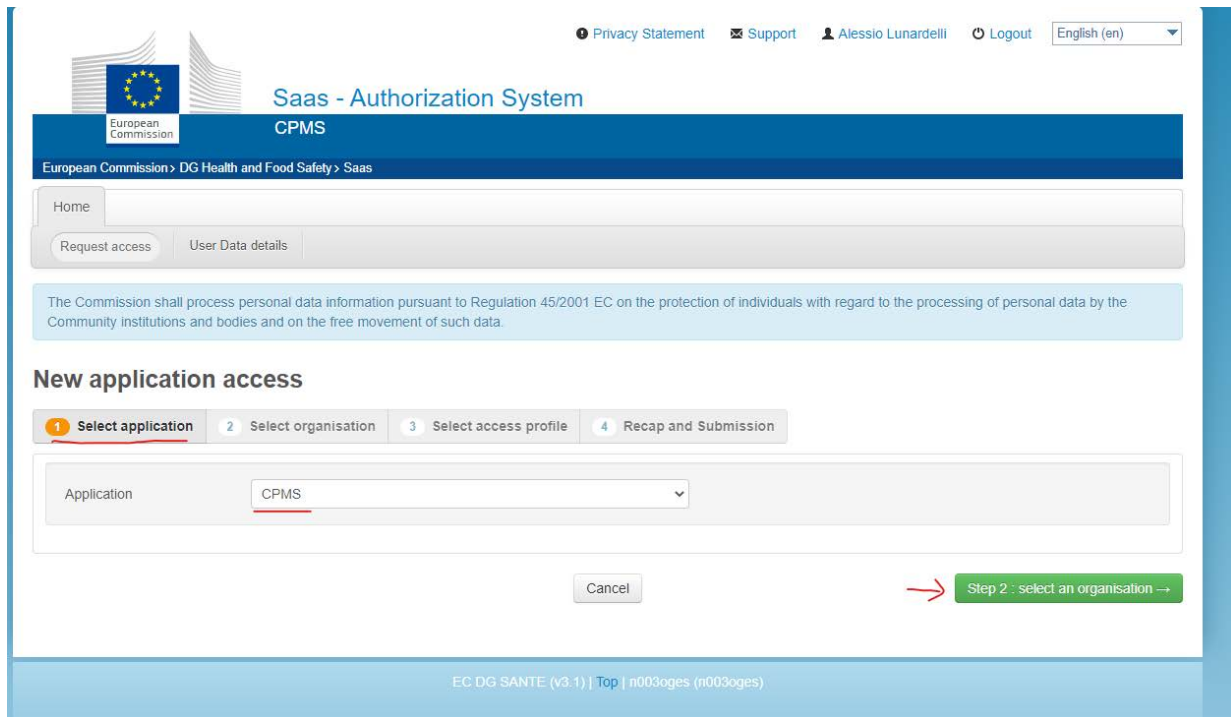
1. Vai al link <https://cpms.ern-net.eu/login/>
2. Clicca sul link a destra "To request authorisation to use CPMS".



The screenshot shows the CPMS login page. At the top, there is a header with the European Reference Networks logo and the text "CPMS" on the left, and "Help & Support" on the right. Below the header, the main content area is titled "Clinical Patient Management System (CPMS)" and "IT Platform for Clinical Consultations between ERN Members". It contains several paragraphs of text describing the system's purpose and functionality. To the right of the main content, there is a "Secure Login" section with a "Login via EU Login" button and a list of instructions. The instructions include: "Video: Getting Set-Up and Logged in to CPMS", "Only ERN members and ERN guest users can be authorised users of the CPMS.", "To access the CPMS you need to have an EU login. To create an EU login, click here.", "To request authorisation to use the CPMS, [click here](#)", and "To request access to the ERN Collaborative Platform (ECP) to exchange non clinical data with the other members of your ERN, click here." Below the main content, there is a "Supported Browsers" section with a note about using the latest version of Google Chrome, Firefox, or Safari. At the bottom of the main content area, there is a graphic with the text "Working for patients with rare, low-prevalence and complex diseases. Share.Care.Cure."

3. Connettiti con l' EU Login.

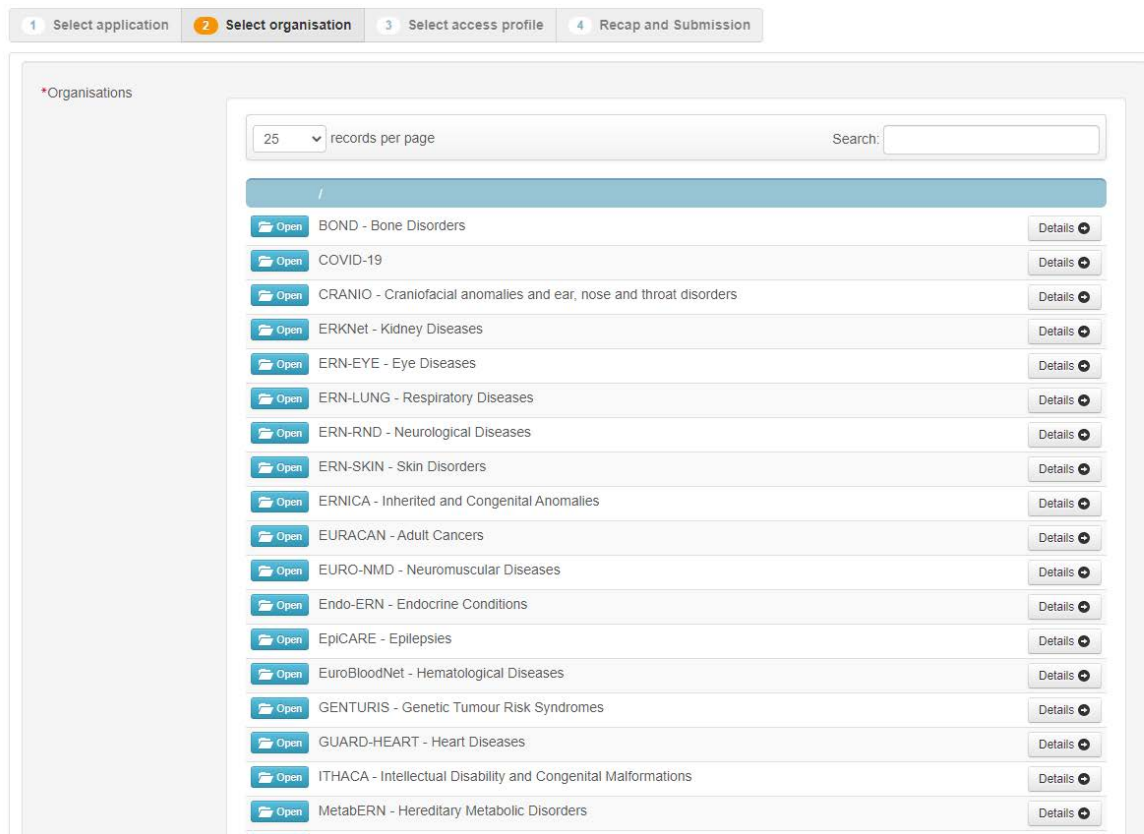
4. Nel primo passaggio “Select application”, scegli CPMS e poi clicca su Step 2.



The screenshot shows the 'Saas - Authorization System' interface. At the top, there are links for 'Privacy Statement', 'Support', 'Alessio Lunardelli', and 'Logout', along with a language dropdown set to 'English (en)'. The main header includes the European Commission logo and the text 'Saas - Authorization System CPMS'. Below this, there's a breadcrumb trail: 'European Commission > DG Health and Food Safety > Saas'. A navigation bar contains 'Home', 'Request access', and 'User Data details'. A privacy notice states: 'The Commission shall process personal data information pursuant to Regulation 45/2001 EC on the protection of individuals with regard to the processing of personal data by the Community institutions and bodies and on the free movement of such data.' The main section is titled 'New application access' and features a progress indicator with four steps: 1. Select application (highlighted), 2. Select organisation, 3. Select access profile, and 4. Recap and Submission. Below the progress indicator is a form with a label 'Application' and a dropdown menu currently showing 'CPMS'. There are 'Cancel' and 'Step 2 : select an organisation ->' buttons at the bottom of the form. The footer reads 'EC DG SANTE (v3.1) | Top | n003oges (n003oges)'.

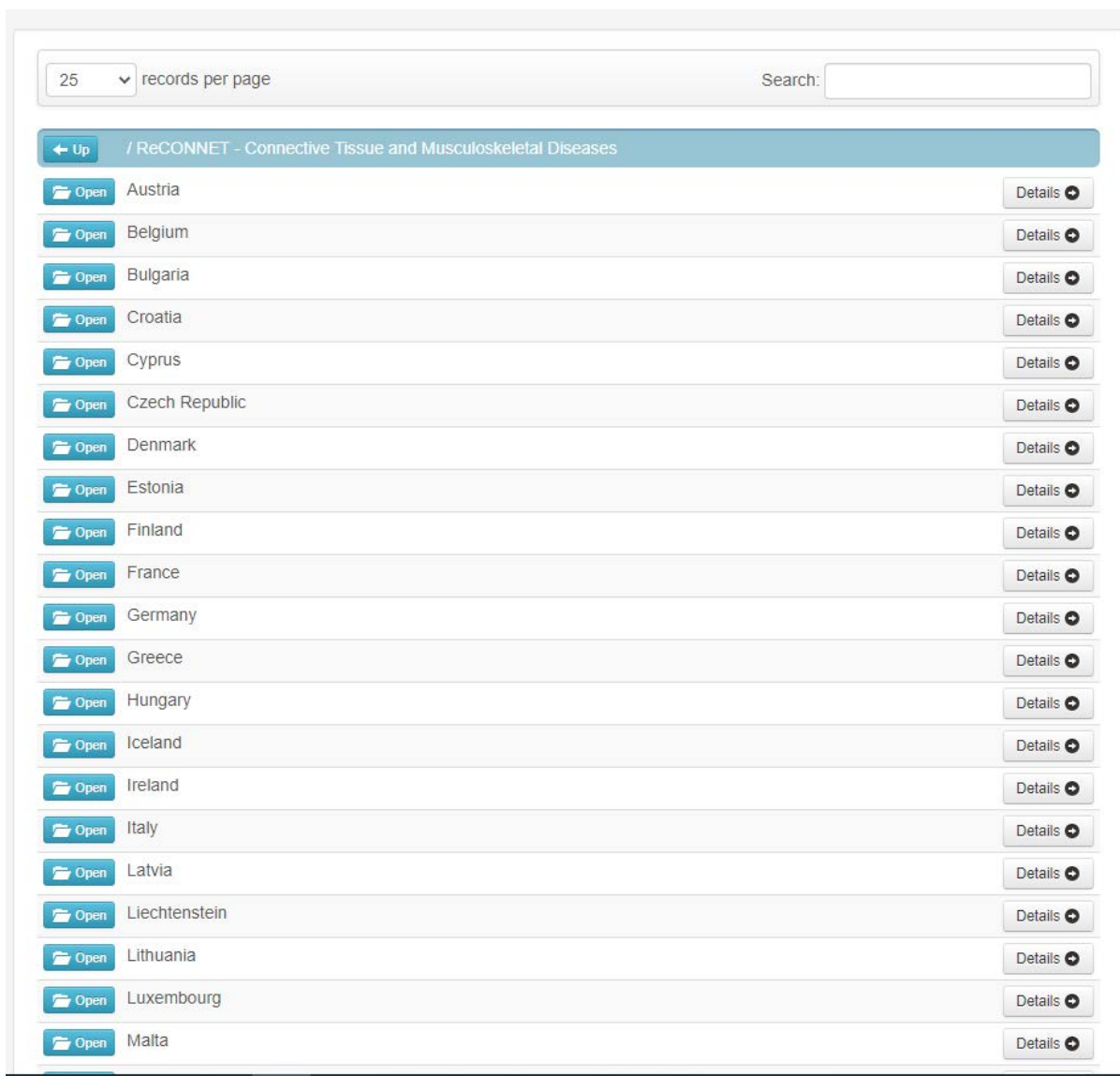
5. Nel passaggio “Select organisation”, cerca l’istituzione di cui fai parte. Puoi scorrere l’elenco oppure cercare con “Search text box” e premere Enter sulla tastiera per cercare.

New application access



The screenshot shows the 'New application access' interface at the 'Select organisation' step. The progress indicator shows four steps: 1. Select application, 2. Select organisation (highlighted), 3. Select access profile, and 4. Recap and Submission. Below the progress indicator is a form with a label '\*Organisations'. It includes a 'records per page' dropdown set to '25' and a 'Search:' text box. A list of organizations is displayed, each with an 'Open' button and a 'Details' button. The organizations listed are: BOND - Bone Disorders, COVID-19, CRANIO - Craniofacial anomalies and ear, nose and throat disorders, ERKNet - Kidney Diseases, ERN-EYE - Eye Diseases, ERN-LUNG - Respiratory Diseases, ERN-RND - Neurological Diseases, ERN-SKIN - Skin Disorders, ERNICA - Inherited and Congenital Anomalies, EURACAN - Adult Cancers, EURO-NMD - Neuromuscular Diseases, Endo-ERN - Endocrine Conditions, EpiCARE - Epilepsies, EuroBloodNet - Hematological Diseases, GENTURIS - Genetic Tumour Risk Syndromes, GUARD-HEART - Heart Diseases, ITHACA - Intellectual Disability and Congenital Malformations, and MetabERN - Hereditary Metabolic Disorders. The footer shows 'NETWORKS'.

Se non fai parte di nessun ERN e vuoi partecipare a un panel oppure crearne uno usando la CPMS, ti raccomandiamo di chiedere assistenza tramite la mail dell'helpdesk [helpdesk.reconnet@ao-pisa.toscana.it](mailto:helpdesk.reconnet@ao-pisa.toscana.it)













The screenshot shows a web interface for the ERN ReCONNET website. At the top, there is a dropdown menu set to '25 records per page' and a search box. Below this is a breadcrumb trail: '< Up / ReCONNET - Connective Tissue and Musculoskeletal Diseases'. The main content is a list of 20 countries, each with an 'Open' button (represented by a folder icon) and a 'Details' button (represented by a right-pointing arrow icon). The countries listed are: Austria, Belgium, Bulgaria, Croatia, Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Iceland, Ireland, Italy, Latvia, Liechtenstein, Lithuania, Luxembourg, and Malta.

6. Dopo aver selezionato l'ERN, devi scegliere la tua nazione.

7. In questo passaggio, devi selezionare “0000 Guest Access”.

25 records per page Search:

[← Up](#) / ReCONNET - Connective Tissue and Musculoskeletal Diseases / Italy

<input checked="" type="radio"/> 0000 Guest Access 	Details 
<input type="radio"/> IT04 - Civil Hospital - Brescia	Details 
<input type="radio"/> IT07 - University Hospital of Padova	Details 
<input type="radio"/> IT08 - AOU Pisan	Details 
<input type="radio"/> IT13 - AOU Careggi, Florence	Details 
<input type="radio"/> IT34 - Foundation IRCCS CA'Granda Ospedale Maggiore polyclinic - Milan	Details 
<input type="radio"/> IT37 - Foundation IRCCS Polyclinic San Matteo, Pavia	Details 
<input type="radio"/> IT42 - IRCCS AOU San Martino - Genoa	Details 
<input type="radio"/> IT61 - AO San Camillo Forlanini - Rome	Details 

Showing 1 to 9 of 9 entries « 1 »



8. In questo passaggio devi selezionare il Ruolo che preferisci nella CPMS. In genere, è preferibile selezionare solo HP (Healthcare Provider). Gli altri ruoli sono usati per scopi amministrativi oppure per l'analisi dei dati.

### New application access

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

\*Access Profile

Name	Status	Description
<input type="checkbox"/> Coordinator	active	handles requests for assistance from ERN and has access to KPIs
<input type="checkbox"/> Dispatcher	active	handles requests for assistance on behalf of Coordinator
<input checked="" type="checkbox"/> HP	active	healthcare professional available to participate in or lead panels
<input type="checkbox"/> Panel Manager ERN	active	Assists panel lead with managing panels at ERN level
<input type="checkbox"/> Panel Manager HCP	active	Assists panel lead with managing panels at HCP level
<input type="checkbox"/> Researcher	active	can create or consult queries or reports on the anonymised data from the ERN

← Step 2 : select an organisation Cancel Step 4 : type a comment →

Rivedi la richiesta compilata e clicca "Submit request access".

### New application access

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

**Summary**

Application CPMS

Organisation IT08 - AOU Pisan

Access Profile HP

Comments

**Before submitting**  
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.

← Step 3 : select an access profile Cancel → Submit request access

A questo punto devi aspettare che l'amministratore riveda la tua richiesta e ti autorizzi.  
Ti arriverà una email quando il processo di approvazione sarà completato.