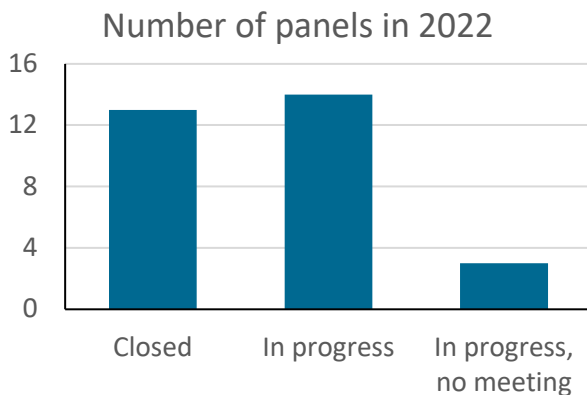# ERN GENTURIS CPMS Newsletter

Issue 3 (October 2022)

Hello CPMS users,
In this newsletter, we will focus on how to invite experts to your CPMS panel. **The use of CPMS is very important to our ERN.** Hopefully, the information in this newsletter is useful to you and will **stimulate you to use the CPMS**.

The use of CPMS:

Number of panels in 2022

Please record an outcome and close your panel when it has been discussed in the ERN GENTURIS CPMS meeting.

CPMS training environment

Do not forget that there is a CPMS training environment where you can test out almost all functionalities that are available in the normal CPMS. This is a great resource for learning how the CPMS works without the risk of using actual patient information. Please email genturis@radboudumc.nl for the login details.

How to:

Checklist inviting Panel Members

For step-by-step instructions including screenshots, see *Quick guide 3 – CPMS Dashboard and panel advancement*.
The non-identifiable patient information in your panel can only be accessed by experts that have been invited as "Panel Members".

To invite members to your panel:

1. Go to the tab "Panel Members" and select the subtab "Available"
2. Select the Thematic Area you want to invite members from (default is the panel's Thematic Area)
3. Invite a maximum of 10 members by clicking on "Invite" next to the members you want to invite (Please, do NOT use "Invite all"!)
4. Select the subtab "Invited" to view the currently invited members and the status of their invite
5. Manually set the "Invited" status to "Accepted" for all your invitees
   - Use the "Accept all" button to do this in one click

Recurring CPMS meetings: When?

Every first and third Friday of the month from 13:30 -14:30 CE(S)T.

An email containing links to join our CPMS meetings is sent to all CPMS users on the Monday preceding each meeting.

Help needed?

If you have any comments, suggestions, questions, or requests for CPMS support, please do not hesitate to contact
genturis@radboudumc.nl

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