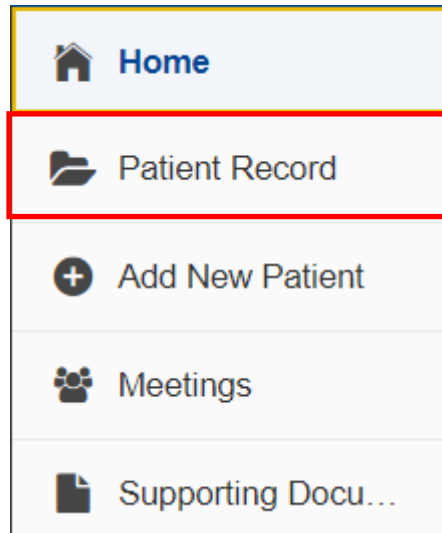


Closing a discussion

- When your patient has been discussed in an ERN GENTURIS recurring CPMS meeting, please follow these steps to summarise the outcome of the discussion:

- Go to <https://cpms2.ern-net.eu/> and log in using your EU login credentials.
- Click on “Patient Record” in the menu on the left:



- Select the patient for which you want to add a summary of the discussion in the recurring CPMS meeting. Please note: when creating a patient, a summary of the patient details should be given in the discussion field as outlined in the CPMS 2.0 guide on how to create a patient (https://www.genturis.eu/l=eng/Assets/CPMS-2-guides_Creating-a-patient-record.pdf)
- Click “Close discussion” at the top right of the patient record page, this opens a new window that allows you to enter a summary of the outcome of the discussion in the meeting:

Close discussion

Conclusion comment *

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

Preview outcome document

Cancel

Close discussion

- When the discussion has been closed, the details of the discussion can be found in the “History” tab and if the patient needs to be discussed again, a new discussion can be opened by clicking the “Open discussion” button at the top right of the patient record page.
- To download the official outcome document, please use the “Download Outcome Document” button in the history tab after the discussion has been closed:

[History](#)[View discussion](#)

If you have any questions, comments or bug reports, please contact our CPMS helpdesk manager, Jurriaan Hölzenspies, using jurriaan.holzenspies@radboudumc.nl or the chat function in CPMS 2.0 at the top right of the page.



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