The COVID19 CMSS system consists of the following:

1. A **database of treating clinicians** (the COVID19 Clinicians Network)

2. A **central helpdesk**: That will organise and manage the operation of the system.

3. **WebEx** as communication tool

4. A **simple and easy procedure and protocol to set Web conferences and Webinars** following the request of any of the Hospitals identified as reference centres across the EU.

In order to offer the service to the clinicians or case managers treating COVID19 patients in your Hospital, we need you to follow the below steps and fill and send back the information as detailed in the attached spreadsheet:

- Please **identify your hospital as designated as Reference Center** to treat COVID19 patients

- **Include the name and contact details of 1 or 2 lead clinicians or contact person of your Hospital**

- Save the file with the name: Hospital name + COVID19 NETWORK (f.e. ERASMUSMC.Covid19Network)

- Send the file to SANTE-COVID19@ec.europa.eu   putting in copy SANTE-C3-HSC@ec.europa.eu

Attached you will find:

o A brief description of the system.

o A searchable excel file where you will find the name of your hospital.

o The privacy statement in compliance with GDPR.

- The offer of **the system has been communicated to the competent National authorities represented in the Health Security Committee of the EU.**

- **We will contact the clinicians** / case managers identified by you immediately and we will provide them with operational aspects and instructions on the use of the system.

- **Data protection**: The requested personal information of the clinicians and its use is covered by the attached privacy statement in compliance with the GDPR. A record on the information contained in the database will be set up. When discussing patients' cases through WebEx, healthcare professionals are advised not use data that could lead to identification of a patient (name, surname, exact date of birth, exact address etc.), but only the necessary clinical information that can support the diagnosis and treatment of a COVID-19 patient (ex. symptoms, x-rays etc.).