

Healthcare Provider (HCP) NPI Search Enablement Guide

It's easy!

Enablement of the *Healthcare Provider (HCP) NPI Search* iFrame app is a simple two-step process. The steps outlined in this guide should be completed by your company's Coupa Administrator.

STEP 1 - DOWNLOAD & ENABLE

1. From the Coupa Admin Home page, click **Community**, then **App Marketplace**
2. Search for *Healthcare Provider (HCP) NPI Search*
3. Download the app and enable it within your Coupa instance

The image illustrates the steps to download and enable the 'Healthcare Provider (HCP) NPI Search' app in Coupa. It consists of three screenshots:

- Top Screenshot:** Shows the Coupa Admin Home page navigation bar. The 'Community' menu item is highlighted. Below it, the sub-menu includes 'Community Exchange' and 'App Marketplace', both indicated by yellow arrows.
- Middle Screenshot:** Shows the 'App Marketplace' page. The search bar contains 'Healthcare Provider (HCP) NPI Search'. A yellow arrow points to the app card for 'Healthcare Provider (HCP) NPI Search' in the 'Featured Apps' section.
- Bottom Screenshot:** Shows the 'Iframes and Panels' table. A yellow arrow points to the 'Actions' column for the 'Healthcare Provider NPI Search' app, specifically to the toggle switch.

Id	Name	Description	Status	Created Date	Actions
48	Healthcare Provider NPI Search	DataMap provides direct access within Coupa to search the National Provider Identifier (NPI) registry. Life Sciences industry leaders partner with Coupa and DataMap to solve critical HCP (Healthcare Professional) compliance challenges introduced by Open Payments, Sunshine Act and other HIPAA compliance requirements. This empowers you to maintain compliance reporting when spending money with HCPs for things like meals, travel, prototypes, research, gifts, speaking engagements, entertainment, and education.	inactive	09/21/22	

STEP 2 - CREATE MENU ITEMS TO DISPLAY THE APP

1. From within **Setup (Platform) -> Menu Configuration** of your Coupa Instance, create a primary menu item.


DataMap What do you need? DAVID | [bell icon] | CART


Home Travel & Expenses Requests Orders Invoices Community Payments Inventory **Setup** More...


All Setup Items Company Info Accounts Users Approvals Budget Periods Budget Lines


Apps Edit

Primary menu items will be displayed on the same level as the home icon. These are parents to secondary items, and are only displayed on the primary menu when an active secondary menu item is associated to it. Secondary menu items will be displayed below the primary menu that is selected.

* **Menu Location** Add as primary menu item 
 Secondary menu for the Apps menu(s)
Community
Contracts
Inventory
Invoices

* **Display Name** 

Active 

Cancel **Save** 

coupa
Business Spend Management • English • Accessibility • [Coupa Cares](#)

STEP 2 - CREATE MENU ITEMS TO DISPLAY THE APP (continued)

1. From within **Setup (Platform) -> Menu Configuration** of your Coupa Instance, create a secondary menu item in which the app will be displayed.

The screenshot shows the 'Menu Configuration' page for 'Healthcare Provider (HCP) NPI Search'. The page includes a navigation bar with 'Setup' highlighted, a search bar, and user information. The main content area contains a form with the following fields:

- * Menu Location:** Radio buttons for 'Add as primary menu item' and 'Secondary menu for the'. The 'Secondary menu for the' option is selected, and a dropdown menu shows 'Apps' as the selected menu.
- * Object:** Radio buttons for 'Custom Object', 'IFrame Apps', and 'Policy'. 'IFrame Apps' is selected, and a dropdown menu shows 'Healthcare Provider (HCP) NPI Search' as the selected object.
- * Display Name:** A text input field containing 'Healthcare Provider (HCP) I'.
- Permission Name:** A text input field containing 'Npi Registry'.
- Active:** A checked checkbox.

Yellow arrows point to the 'Secondary menu for the' radio button, the 'IFrame Apps' radio button, the 'Display Name' field, the 'Active' checkbox, and the 'Save' button. A yellow note box on the right states: 'Note: This app can also be displayed within a secondary menu under pre-existing menu items in your instance, like Travel & Expenses, and/or Suppliers.'

At the bottom of the page, there is a footer with the Coupa logo and the text: 'Business Spend Management • English • Accessibility • Coupa Cares'.

What to Expect After Enabling

- Users with visibility to the menu item/s you've created will see the **Healthcare Provider (HCP) NPI Search** window after selecting the menu item.
- Three search types can be performed by entering known values or combinations of known values: Individual, Organization, or NPI Number.
- Within the search results, users can click through to record details to see secondary addresses or other information in the NPI record.
- For additional support, contact DataMap Support at support@datamapllc.com.
- Visit our website at <https://www.datamapllc.com/> to learn more about DataMap.

The image displays two screenshots of the DataMap web application interface, illustrating the placement of the 'Healthcare Provider (HCP) NPI Search' feature.

Top Screenshot: Shows the 'Healthcare Provider (HCP) NPI Search' window displayed as a primary menu item. A yellow callout box states: "Displayed within a new primary menu item." The search form includes fields for First Name, City, and Country, and a 'Submit' button.

Bottom Screenshot: Shows the 'Healthcare Provider (HCP) NPI Search' window displayed as a secondary menu item within a pre-existing primary menu. A yellow callout box states: "Displayed as a secondary menu within a pre-existing primary menu item." The search form includes fields for First Name, Last Name, City, State, Country, and Postal Code, and a 'Submit' button.

 DataMap is a technology and services company focused on helping customers maximize their investment in cloud systems.

© DataMap LLC, 2020

2300 Main St., Crown Center Plaza, Kansas City, MO 64108