

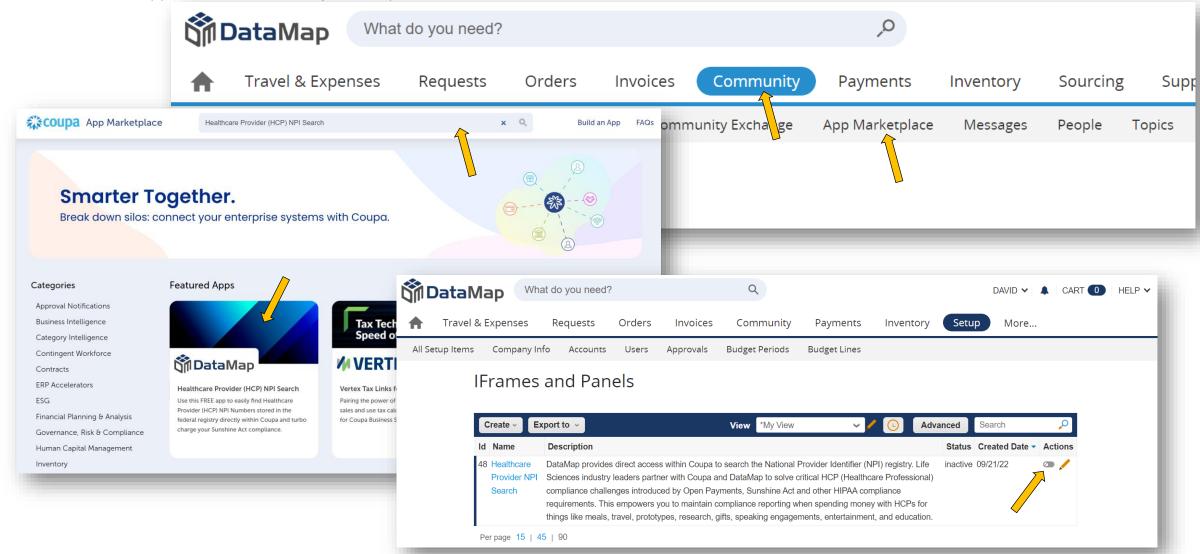
Healthcare Provider (HCP) NPI Search Enablement Guide

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.

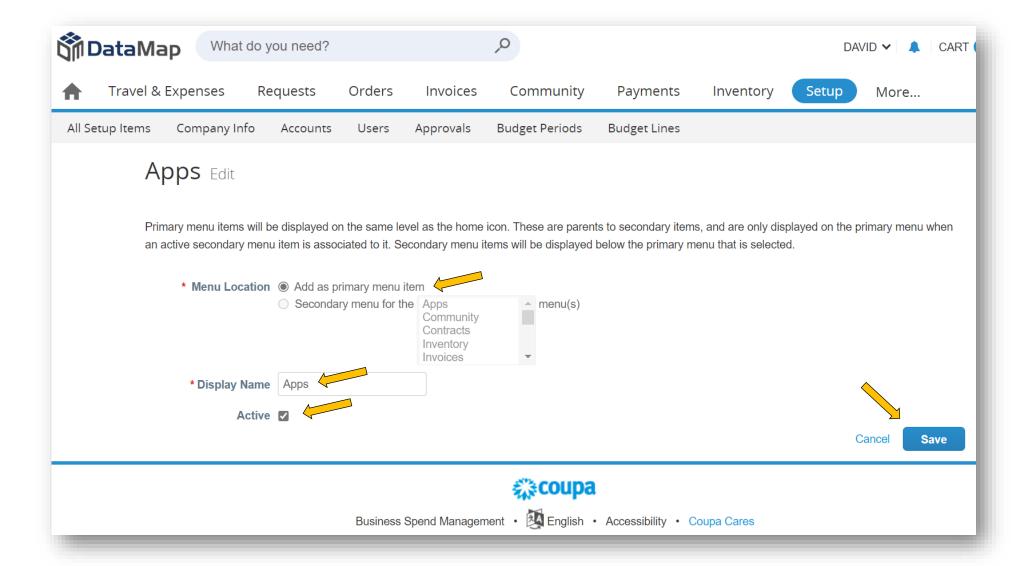
STEP 1 - DOWNLOAD & ENABLE

- 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



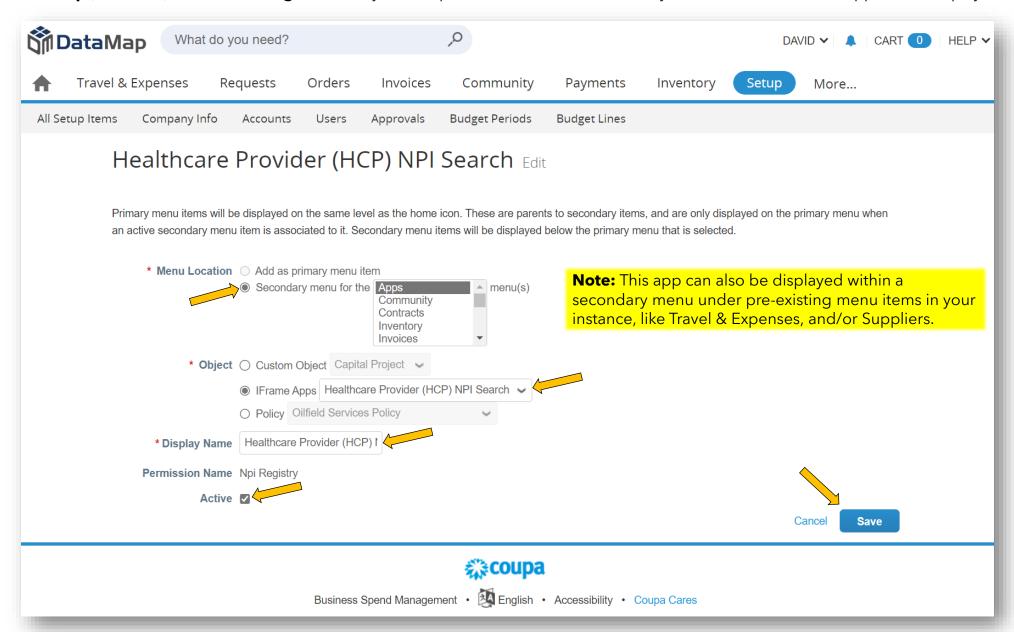
STEP 2 - CREATE MENU ITEMS TO DISPLAY THE APP

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



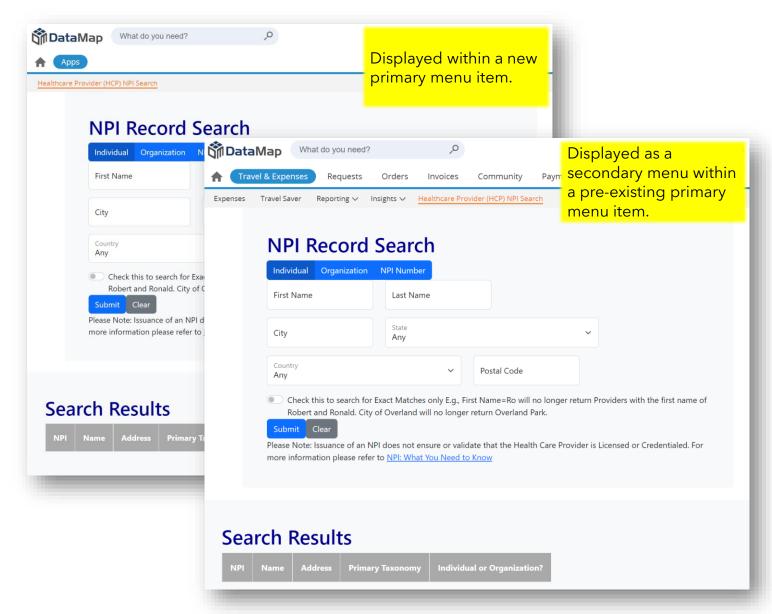
STEP 2 - CREATE MENU ITEMS TO DISPLAY THE APP (continued)

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



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.



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