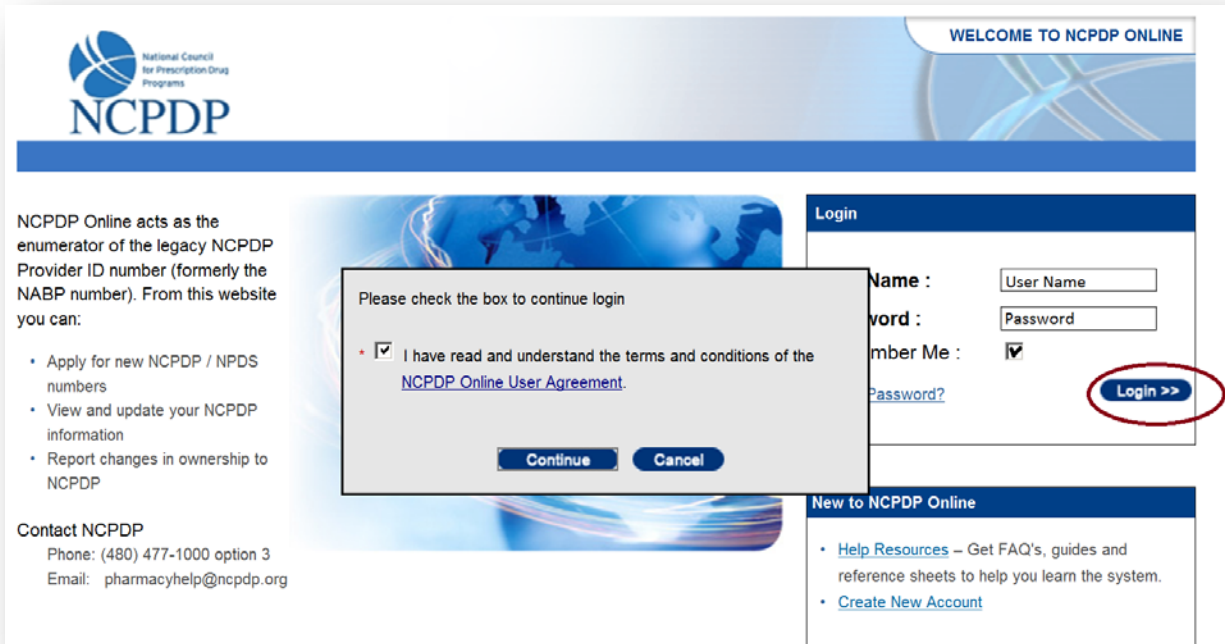


Printing a Confirmation of your NCPDP ID

1. Go to NCPDPonline website at <https://www.ncpdponline.org>
2. Login with your User Name and Password:
 - a. If you do not have your login information; please send an email to pharmacyhelp@ncdp.org and request to have it sent to you.



NCPDP Online acts as the enumerator of the legacy NCPDP Provider ID number (formerly the NABP number). From this website you can:

- Apply for new NCPDP / NPDS numbers
- View and update your NCPDP information
- Report changes in ownership to NCPDP

Contact NCPDP
Phone: (480) 477-1000 option 3
Email: pharmacyhelp@ncdp.org

Please check the box to continue login

- I have read and understand the terms and conditions of the [NCPDP Online User Agreement](#).

Continue Cancel

WELCOME TO NCPDP ONLINE

Login

Name :

word :

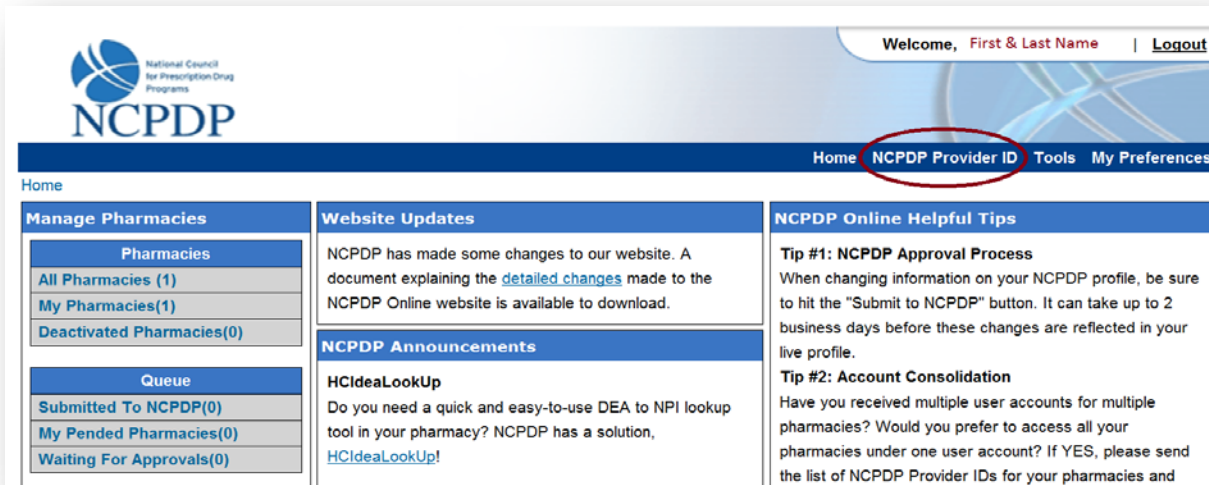
Remember Me :

[Forgot Password?](#)

New to NCPDP Online

- [Help Resources](#) – Get FAQ's, guides and reference sheets to help you learn the system.
- [Create New Account](#)

3. Once you've logged in click on "**NCPDP Provider ID**" in the dark blue bar:
 - a. You can view or update the pharmacy profile once the screen refreshes.



4. **To View the Pharmacy Profile:**

- a. When the pharmacy name appears in the middle of your screen click on the "pharmacy name" under "**Pharmacy DBA Name**" to view the pharmacy profile.

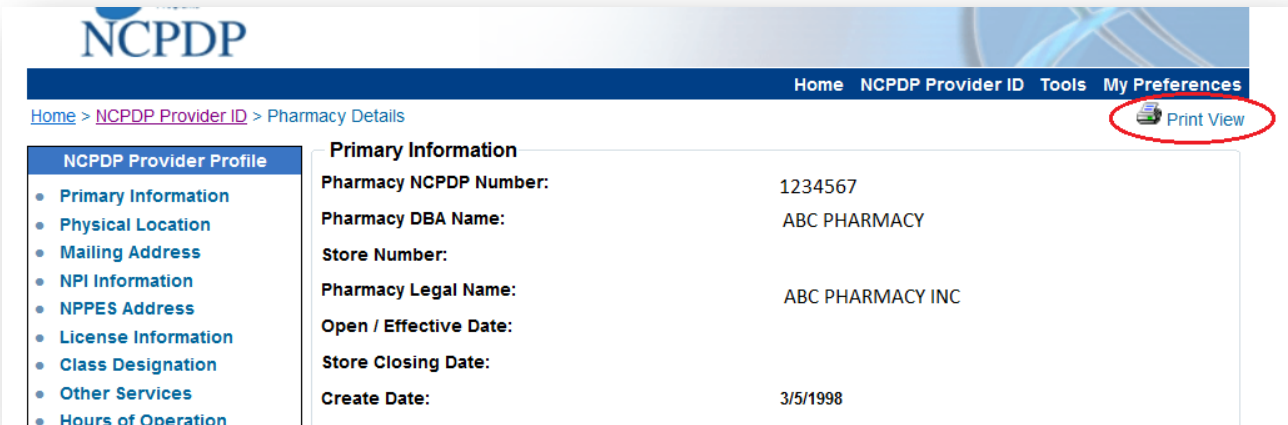
Applications	NCPDP ID: <input type="text"/>	Pharmacy Key: <input type="text"/>
New NCPDP Provider ID	Pharmacy DBA Name: <input type="text"/>	Store #: <input type="text"/>
New NPDS Provider ID	Federal Tax ID: <input type="text"/>	State License: <input type="text"/>
Change Of Ownership	NPI #: <input type="text"/>	DEA #: <input type="text"/>
Actions	Address 1: <input type="text"/>	Phone #: <input type="text"/>
Reinstate NCPDP Provider ID	City: <input type="text"/>	Fax #: <input type="text"/>
Access to My NCPDP Provider IDs	State: <input type="text" value="--Select State--"/>	ZIP: <input type="text"/>
Manage Pharmacies	<input type="button" value="Search"/> <input type="button" value="Reset"/>	
All Pharmacies (1)		
My Pharmacies(1)		
Deactivated Pharmacies(0)		
Queue		

Pharmacy DBA Name	Store #	NCPDP ID	NPI	Address 1	ZIP	Main Phone	Last Update	Actions
ABC Pharmacy		1234567	123456789	123 E Raintree	85260	4804771000	1/24/2011	Update

Page Size: [20](#) [50](#) [100](#)

5. **To Print the Pharmacy Profile:**

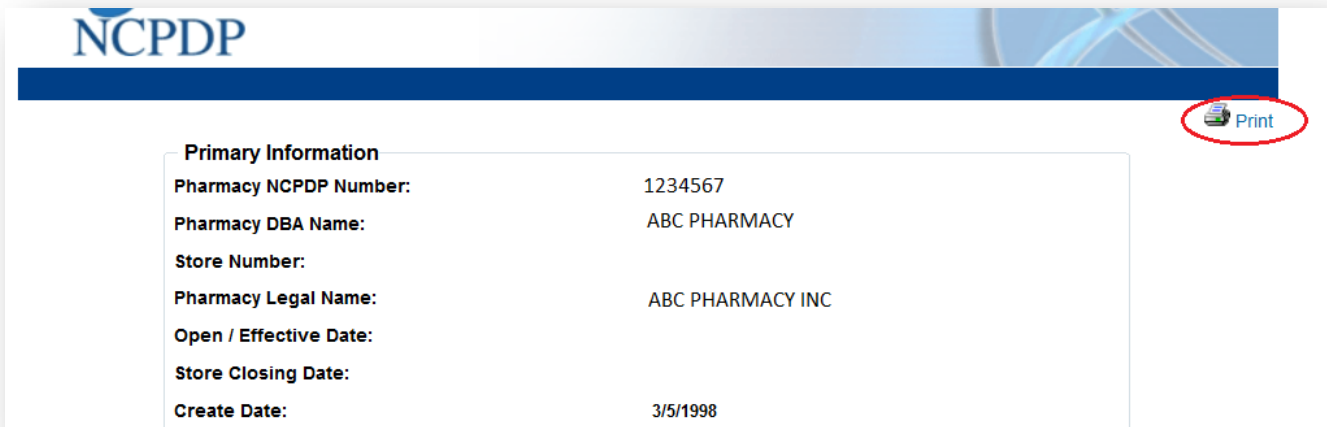
- a. When your profile appears on the screen, in the upper right corner of the screen, select the **PRINT VIEW** link.



The screenshot shows the NCPDP website interface. At the top left is the NCPDP logo. A dark blue navigation bar contains the links: Home, NCPDP Provider ID, Tools, and My Preferences. Below the navigation bar, a breadcrumb trail reads: Home > NCPDP Provider ID > Pharmacy Details. On the right side of the page, a 'Print View' link with a printer icon is circled in red. On the left, a sidebar titled 'NCPDP Provider Profile' lists several menu items: Primary Information, Physical Location, Mailing Address, NPI Information, NPES Address, License Information, Class Designation, Other Services, and Hours of Operation. The main content area is titled 'Primary Information' and contains the following details:

Pharmacy NCPDP Number:	1234567
Pharmacy DBA Name:	ABC PHARMACY
Store Number:	
Pharmacy Legal Name:	ABC PHARMACY INC
Open / Effective Date:	
Store Closing Date:	
Create Date:	3/5/1998

- b. When the print view appears, click the **PRINT** link.



The screenshot shows the NCPDP website in print view. The NCPDP logo is at the top left. A dark blue navigation bar is present. On the right side, a 'Print' link with a printer icon is circled in red. The main content area is titled 'Primary Information' and contains the following details:

Pharmacy NCPDP Number:	1234567
Pharmacy DBA Name:	ABC PHARMACY
Store Number:	
Pharmacy Legal Name:	ABC PHARMACY INC
Open / Effective Date:	
Store Closing Date:	
Create Date:	3/5/1998

6. Print box will appear and allow you to either print a hard copy to a printer or create an electronic document. This document can be used as proof of your NCPDP number.