



Address Validation

Getting Started

The NDIIS has an integrated address validation function that reviews addresses against U.S. Postal Services mailing standards. Addresses that go through the validation will have spelling and abbreviations corrected and zip codes updated to the +4 digit format if it is found that the address entered is a valid, mailable address.

This function applies to all NDIIS addresses including:

- ⇒ Patient Address
- ⇒ Provider Physical Address
- ⇒ Provider Mailing Address
- ⇒ Provider Vaccine Delivery Address, for those provider sites enrolled in the Vaccines for Children and/or Vaccines for Adults program

Note: The address validation can only determine if the address is a valid, mailable U.S. address. It does not validate that the patient lives at the entered address or that the provider exists at the entered address.

Address Validation

The NDIIS requires addresses be validated the first time they are entered or when a change is made.

To run the address validation, click the **Validate** button.

Contact Information

Address Military Base **VALIDATE**

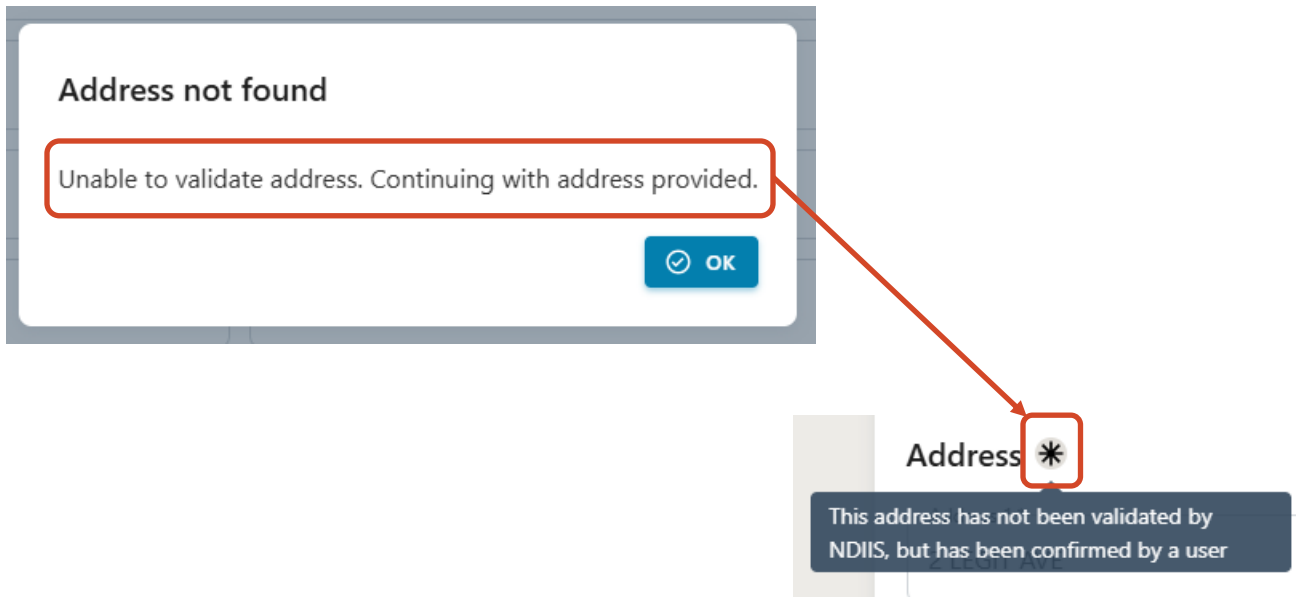
Address 1 *
2 LEGIT AVE

Address 2

City * GRAND FORKS State/Province * North Dakota

Postal Code * 58201 County * Grand Forks

⇒ If no matching, deliverable, U.S. address can be found, the record can still be saved in the NDIIS.



- ⇒ If a matching, deliverable, U.S. address is found, the user will be given the option to keep the original address as entered or the new, corrected address.
- ◆ Keeping the corrected address, validates the address and indicates the validation with a green checkmark (see screen shot below).
 - ◆ Keeping the original address does not validate and will be indicated with the asterisk (see screen shot above).

