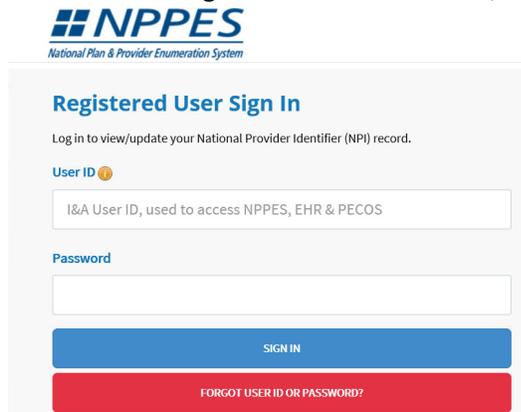


CHANGING YOUR TAXONOMY

Providers can change the Primary Taxonomy online by accessing <https://nppes.cms.hhs.gov/#/>

And completing the steps below:

1. On the Home Page of the NPPES website, enter your I&A User ID and password.



NPPES
National Plan & Provider Enumeration System

Registered User Sign In

Log in to view/update your National Provider Identifier (NPI) record.

User ID 

Password

SIGN IN

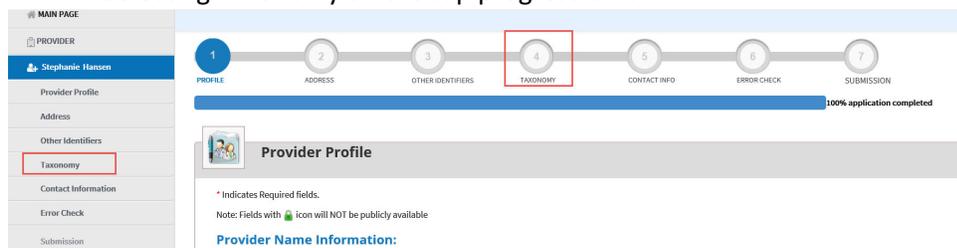
FORGOT USER ID OR PASSWORD?

2. Select the “Pencil” Icon in the Action column of the NPI you wish to modify.



Type	TIN	Legal Business Name	Primary Practice Location	NPI	Primary Taxonomy	Status	Action
	XXX-XX-	H , S	San Diego, CA	972	Marriage & Family Therapist	Change Request In Progress	 

3. Navigate to the Taxonomy page by either:
 - a. Selecting Taxonomy from the left navigation panel
 - b. Selecting Taxonomy on the top progression bar



MAIN PAGE

PROVIDER

Stephanie Hansen

Provider Profile

Address

Other Identifiers

Taxonomy

Contact Information

Error Check

Submission

1 PROFILE 2 ADDRESS 3 OTHER IDENTIFIERS 4 **TAXONOMY** 5 CONTACT INFO 6 ERROR CHECK 7 SUBMISSION

100% application completed

Provider Profile

* Indicates Required fields.
Note: Fields with  icon will NOT be publicly available

Provider Name Information:

4.
 - a. Selecting Next at the bottom of the page until you are navigated to the Taxonomy page.
5. To change the Primary Taxonomy code, select the radio button next to the Taxonomy to designate which of the codes listed is the primary Taxonomy

To change or add a Taxonomy code:

Select Add Taxonomy

1. Once you have selected the desired Taxonomy code, it will allow you to input an associated license and state of issue, if applicable.

To delete a Taxonomy code:

- Select Delete associated with the Taxonomy code you wish to remove.

When your task is completed:

1. Navigate to the Submission page
2. Select Submit