

How do I fill in the GNIS Code?

The GNIS Code field is grayed out (not editable) and is located below the address fields. To complete the GNIS Code field, enter a valid address in the Address fields and click the blue **Search Location** link above the GNIS Code field. DCI will locate the GNIS Code for the address and fill in the GNIS field.

The GNIS Code is a way to validate an address and is used in DCI for the following profiles:

- Client Profile
- Employee Profile
- Residential Program Profile
- Day Program Profile
- Group Service Profile

Address:



[Search Location](#)

GNIS:

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