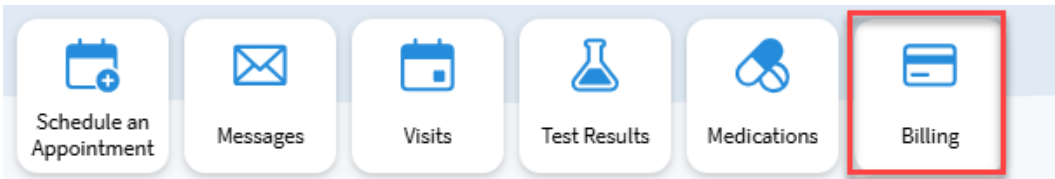




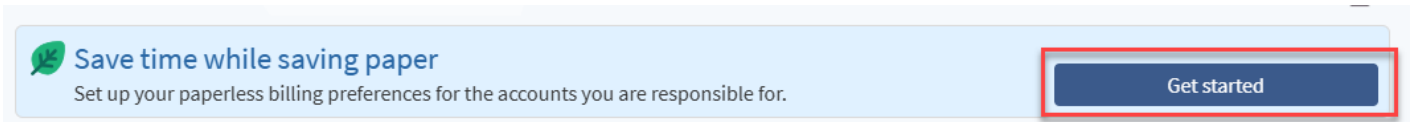
MyChart Paperless Billing:

Patients interested in turning on Paperless Billing in MyChart should follow these steps:

1. Log into MyChart.
2. Select the Billing page.



3. There is a header leading patients to set up their paperless billing preferences. Click the Get Started button.



4. Patients must verify their mobile number and personal information. To turn on Paperless Billing to receive Statements electronically, they must select the toggle button in the Paperless Billing box .

Paperless Preferences
Save paper and manage your accounts more easily.

Contact information

 **Verification needed**
We need to verify that we can reach you at your mobile number.

[Verify](#)

Email
[Redacted]
Mobile phone
[Redacted]
[Review contact information](#)
[Review communication preferences](#)

Paperless billing

If you sign up for paperless billing, you are opting to receive billing communications electronically. You will be notified of new statements and letters based on your communication preferences. You may still receive bills via mail from locations that do not have paperless billing.

☐

Paperless After Visit Summaries*

If you sign up for paperless After Visit Summaries* (AVS), you are opting to receive your AVS electronically. You will be notified of a new AVS after each visit based on your communication preferences. You might still receive a printed AVS from locations that do not support a paperless AVS.

☐ I want to go paperless
☐ I want a paper copy and a digital copy

[Save changes](#)

It should be green to indicate it's selected:

Paperless billing

If you sign up for paperless billing, you are opting to receive billing communications electronically. You will be notified of new statements and letters based on your communication preferences. You may still receive bills via mail from locations that do not have paperless billing.

☒

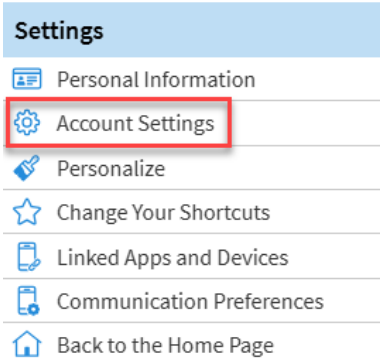
Communication Preferences:

Patients who want to update their communication preferences should follow these steps:

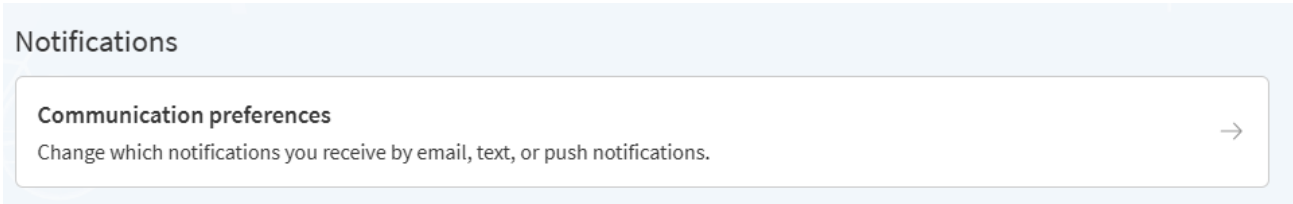
- 1. Log into MyChart
- 2. From Home screen, select the icon with 3 lines to expand selection menu.



- 3. From Settings list, select Account Settings.



- 4. Under Notifications, select Communication Preferences



- 5. General settings are displayed and the patient must select if they want that form of communication. Patients can also select Details and each particular area to specify preferences for those areas.

