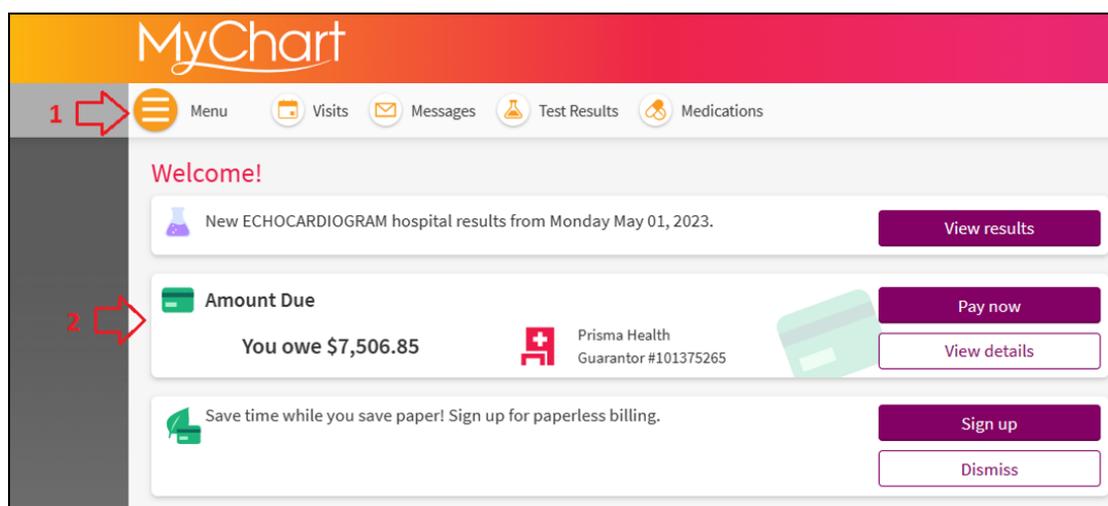


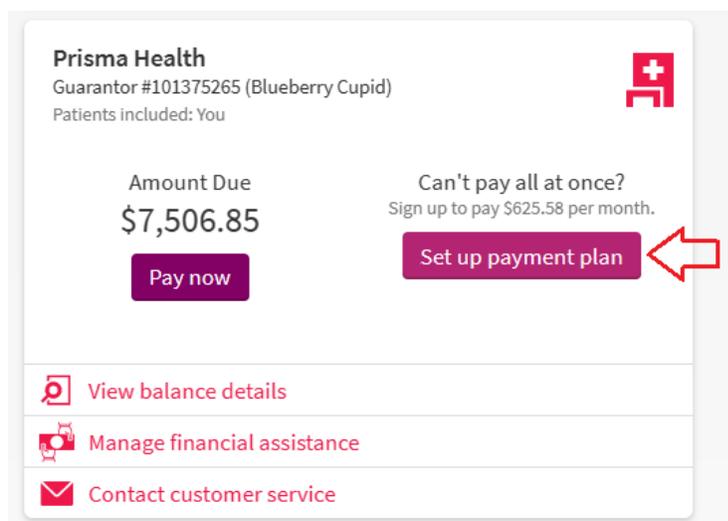
## How to set up a payment plan for your combined physician and hospital balance

Prisma Health physician and hospital bills are now combined and displayed in MyChart. To set up a combined physician and hospital payment plan of up to 36 months, please use these steps.

1. Log in to MyChart. To find your total balance due: (1) Go to the **Menu** dropdown and select **Billing Summary** or (2) locate the **Amount Due** box and select **Pay Now** or **View Details**.



2. To set up a payment plan for the combined hospital and physician balance, click on the **Set up payment plan** button.



3. The payment plan screen will offer a suggested payment arrangement for 12 months. However, you may update the monthly payment amount and date. If a monthly amount is entered that would not allow the balance to be paid off in 36 months or less, the system will automatically adjust it. In the example below, the user entered an amount of \$200, which was under the minimum allowed amount.

**Sign Up for a Payment Plan**

**Choose a monthly amount**

How much do you want to pay per month towards your outstanding balance of **\$7,506.85**? On which day of the month (1-31) would you like your payments to be made?

This monthly amount will require you to make **36** payments until you pay off your balance in **May 2026**.

**The monthly payment you entered is not allowed for your account. It has been automatically adjusted to the minimum allowed amount of \$208.53.**

If you would like to learn about other payment options, please call us at 833-425-0404. Or [send a message to customer service](#).

After the options have been validated, click on the **Select Payment Method** button. From here, you can use a saved payment method or add a new one. Choose **New Payment Method** to add a new bank account or credit/debit card. Add the required payment information and click the **Submit** button.

**Sign Up for a Payment Plan**

**How would you like to pay?**

VISA 1111  
Ending in 1111  
exp. 04/2024  
Security code

BANK ACCOUNT 0002  
Ending in 0002  
Checking

New Payment Method

[Manage your saved payment methods](#)

**New Payment Method**

[Manage your saved payment methods](#)

**Enter payment information**

Payment Method

Add Credit/Debit Card

Add Bank Account

POWERED BY **InstaMed**

[Security](#) [Privacy](#) [Terms](#) [Help](#) [English](#)

4. To confirm and start your payment plan, review the details displayed and click the **Start Plan** button at the bottom left of the screen.

**Confirm your payment plan**

You will be paying <b>\$25.00</b> per month towards your balance of \$254.35.	Your first payment will be made on <b>June 15</b> and will be the first of <b>11</b> payments until you pay off your balance in <b>April 2024</b>	Payments will be made automatically on the <b>15th</b> of each month with this payment method. Payment method <b>VISA</b> VISA 1111 x1111 exp. 4/2024
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 **Once your plan is active, you may make updates but may not remove previously added balances.**  
Future visits will be automatically included in your payment plan. You will not need to update your plan after every visit.  
If you need to end your plan, you will need to call us at 864-797-6980 or send a message to customer service.

 [Start plan](#) [Back](#) [Cancel](#)

Confirmation will appear as below.

**Sign Up for a Payment Plan** 

 **Your automatic payment plan has been set up.**  
You may print this page for your records.

You will be paying <b>\$114.20</b> per month towards your balance of \$1,370.40.	Your first payment will be made on <b>June 15</b> and will be the first of <b>12</b> payments until you pay off your balance in <b>May 2024</b>	Payments will be made automatically on the <b>15th</b> of each month with this payment method. Payment method <b>VISA</b> VISA 1111 x1111 exp. 04/2026
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 When enrolled in paperless billing, we'll notify you electronically when you have a new statement.