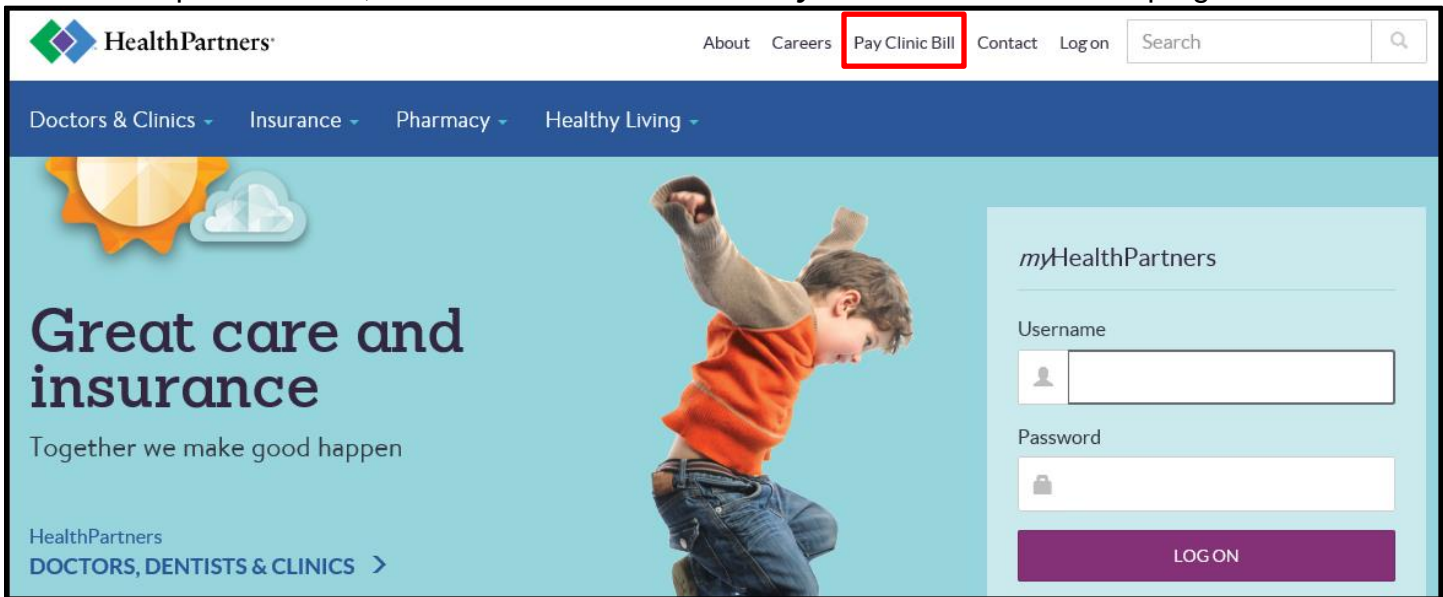


# HOW TO SIGN UP FOR HEALTHPARTNERS E-STATEMENTS

An e-Statement is an electronic version of your mailed (paper) statement. The electronic statement is identical to the paper statement and can be viewed, printed or saved right from your computer. You will receive an email notification letting you know that your statement is ready for viewing. A link will be provided in the email, directing you to the login page of HealthPartners Online Patient Services. You can access your statement from any computer by logging into your HealthPartners Online Patient Services account.

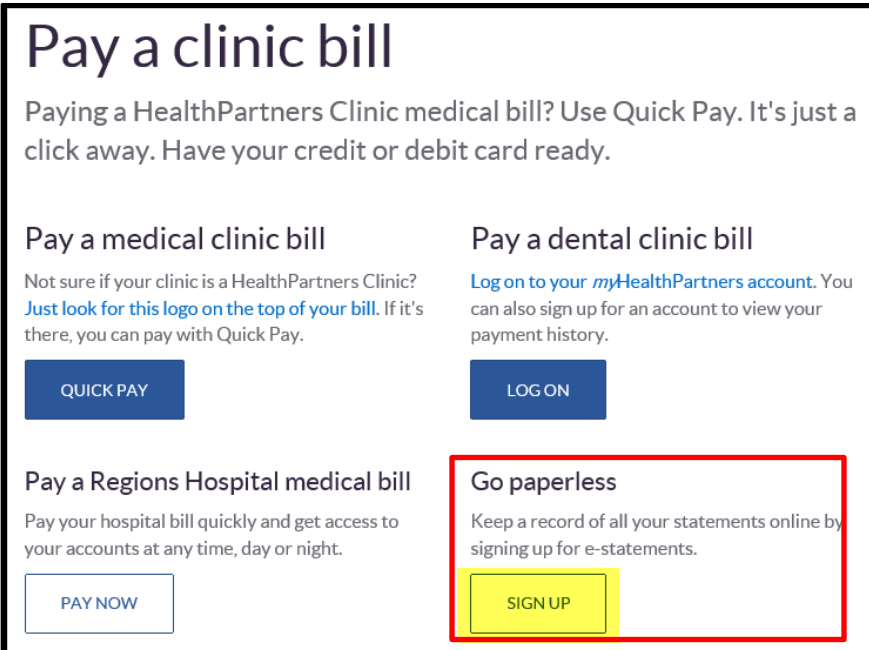
The view in Online Patient Services is different for patients and patients with HealthPartners coverage. See below for instructions for each customer type to get to the Billing Account Summary page.

Go to [healthpartners.com](http://healthpartners.com), and click on the link in the **Pay Clinic Bill** link in the top right.



The screenshot shows the HealthPartners website. In the top navigation bar, the 'Pay Clinic Bill' link is highlighted with a red box. Below the navigation bar, there is a banner with the text 'Great care and insurance' and 'Together we make good happen'. On the right side of the banner, there is a 'myHealthPartners' login form with fields for 'Username' and 'Password', and a 'LOG ON' button.

You will arrive at **Pay a clinic bill** page. Look for **Go paperless** in the bottom right and select the **SIGN UP** below.



The screenshot shows the 'Pay a clinic bill' page. The page has a heading 'Pay a clinic bill' and a sub-heading 'Paying a HealthPartners Clinic medical bill? Use Quick Pay. It's just a click away. Have your credit or debit card ready.' Below this, there are four sections: 'Pay a medical clinic bill', 'Pay a dental clinic bill', 'Pay a Regions Hospital medical bill', and 'Go paperless'. The 'Go paperless' section is highlighted with a red box and contains a yellow 'SIGN UP' button.

You will arrive at the **Log on** page. Log on to your account.

# Log on

Welcome!

**\* Username**

Forgot username?

**\* Password**

Forgot password?

Log on
Create an account

**From the Billing Account Summary page:**

Select your HealthPartners account by clicking on **See Account Detail**.

**\*\*\*NOTE:** You may have multiple accounts (e.g. Park Nicollet). Currently, you can only enroll in e-statements for your HealthPartners Clinics account.

Home Find care **Health records** Pharmacy My plan Well-being

CareLine: 612-339-3663  
Member Services: 952-883-5000

**Inbox** 69

## Billing Account Summary

 Print

Did you know you can view your HealthPartners Clinics, Central Minnesota Clinics and Stillwater Medical Group statements online? Click **Account Detail** on your account(s) below to view your statements online, sign up for e-delivery of statements or to see more information about a particular account. If you have more than one account and wish to receive e-statements, you will need to sign up for each account. If you have an outstanding balance on an account, click **Pay** to pay online using a credit card.

If you need to pay a bill from Regions Hospital, please [click here](#).

If you need to pay a bill from Park Nicollet, please [click here](#).

If you have questions or need help regarding your medical bill please call your [billing office](#) to talk with someone who can help you.

Account	Account Type	Last Payment	Amount Due
Account #12345 John J. Doe HEALTHPARTNERS	Physician Billing <span style="border: 2px solid red; padding: 2px;">See Account Detail</span>	\$15.00 3/30/2017 <a href="#">See More Payments</a>	\$0.00
Account #45321 John J. Doe PARK NICOLLET HEALTH SERVICES	Physician & Hospital Billing <a href="#">See Account Detail</a>	\$40.00 2/17/2017 <a href="#">See More Payments</a>	\$0.00

**From the Account Details page:**

You can view the selected statement as well as **sign-up for e-statements**.

## Account Details

If you have questions or need help regarding your medical bill please call your [billing office](#) to talk with someone who can help you.

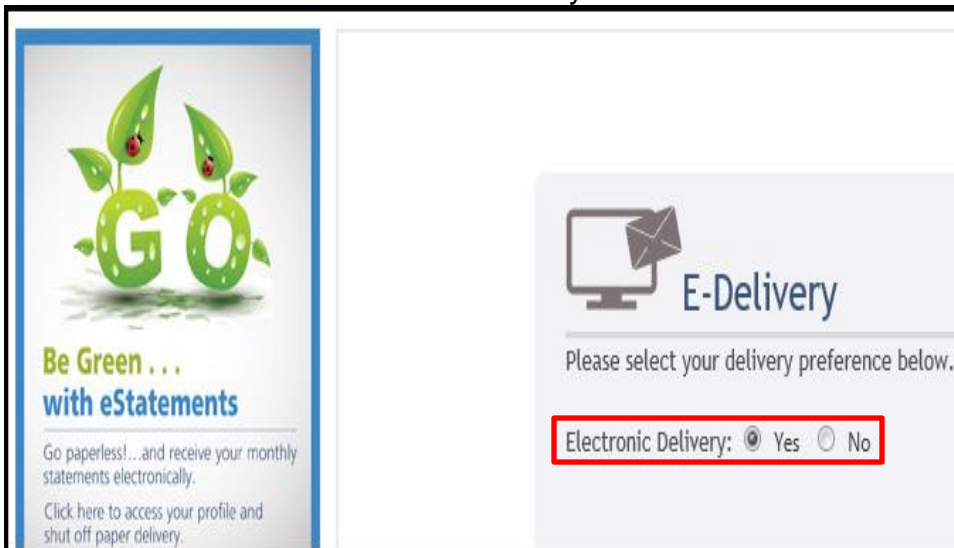
[View Statements](#) 

[Sign-up for E-statements](#) 

Note: A new window will open to view your statement on a secure website outside of Healthpartners.com.

Would you like to receive your statements electronically? Please [Click here](#) if you would like to get your statements electronically instead of by mail or if you need to update your email address.

When you click on the **Sign-up for E-Statements** button, a new window will open to the E-Delivery screen. Select **Yes** for Electronic Delivery then click **Submit**.



The screenshot shows a web interface for signing up for e-statements. On the left is a promotional banner with the text "Be Green... with eStatements" and "Go paperless!...and receive your monthly statements electronically. Click here to access your profile and shut off paper delivery." The main content area is titled "E-Delivery" and contains the instruction "Please select your delivery preference below." Below this is a form field labeled "Electronic Delivery:" with two radio buttons: "Yes" (which is selected) and "No".

You will receive the following message:

## You're Signed Up!

Your delivery preference has been updated.

**You will not receive an eStatement until you add an email address to your Account Profile.**

Once added, a verification email will be sent to your email address. You must click the link in this email to receive eStatements.

[Continue](#)

Click **Continue** and you will be directed to the Account Profile page. Click **Change** enter the email address where you'd like to receive your statement notifications then click **Update**.

## Account Profile

If you would like to sign-up for eStatement delivery, and no longer receive a paper statement, please click on "change" next to "Email" to add your email address and then click on "change" next to "Statement Delivery" and choose "E-Delivery." Once you make these changes, you will no longer be sent a paper statement and instead will receive an email advising that you have an eStatement ready to view.

Name:

Account Number:

Email: Not on file

[Change](#)

### E-Delivery

Statement Delivery: E-Delivery [Change](#)  
Last eStatement Sent: (no eStatements sent)

[Continue](#)

## Email Changed

Your email address has been changed successfully. A verification email has been sent to the new address. You must click the link in this email to receive eStatements or reset your password using this new address.

[Continue](#)