



**Payment Plans:** 

PUBLISHED: September 8, 2023

## Sign Up for a Payment Plan

- 1. Login to MyChart.
- 2. Click the Menu button and Go to Billing Summary.
- 3. Click Pay Now.

MyChart				
😝 Menu 🛛 Messages	Visits	Jest Result	s 🛃 Letters	
Welcome!				
E Amount Due	6			Pay now
You owe \$2	24.35	INOVA	Inova Primary Care Guarantor #1200000004	View details

4. Click Set up payment plan.

Guarantor #120000004 (Carly Rhb) Patients included; You	E INOVA
Amount Due \$24.35 Pay now	Can't pay all at once? Sign up to pay \$12,18 per month. Set up payment plan
<ul> <li>View balance details</li> <li>Contact customer service</li> </ul>	



5. Click Sign up for automatic payments.

Overview	Details		Payments	Communications
lances		Recent Pa	ayments	
Amount Due \$0.00 Your balance: \$184.25 *(for a breakdown of your total balance, please click the "Details" tab above). Pay now Payment Plan De Monthly payment Remaining balance Paid off Sign up for automati Can't pay the full H Apply for financial assistance to work wit Representation	Payment Plan No payment due until 10/6/2023 tails S3.06 S184.25 October 2028 61 payments remaining c payments balance? ha Patient Finncial Services	Jul 12 2003 Aug 17 2002 Feb 10 2002 Dec 2002 2002	Pre-Payment \$0.04 visa x4023 Patient Payment \$15.00 Cash (Test) Refund -\$0.35 Refund -\$0.50 Co-Payment \$0.35 visa x4023	

6. Click Select payment method.

€ ■MyChart	
😝 Menu 🖂 Messages 📴 Visits 👗 Test Results 🎒 Letters	
Sign Up for a Payment Plan	
Choose a monthly amount	
How much do you want to pay per month towards your outstanding balance of \$184.25?	On which day of the month (1-31) would you like your payments to be made?
\$3.06	13
This monthly amount will require you to make 61 payments until you pay off your balance in Sep	tember 2028.
If you would like to learn about other payment options, please call us at 571-472-5802. Or send a Select payment method Cancel Back to account details	message.

- 7. Click the **New Payment Method** button.
  - **Please note:** If you would like to continue using the same payment method, please re-enter your information as a new payment method for authentication purposes.

€ ■MyChart	
😝 Menu 🗹 Messages 🗔 Visits 🍐 Test Results 👌 Letters	
Sign Up for a Payment Plan	
How would you like to pay?	
RHB CARL       Ending in 5090       exp. 12/2028       New Payment Method	
Manage your saved payment methods          Review plan       Back       Cancel         Back to account details       Back to account details	

8. Click Start plan.

E MyChart			
🚽 Menu 🖾 Messages 🗔 Visits 🛓	Test Results		
Sign Up for a Payment Plan			
Confirm your payment plan			
You will be paying \$3.06 per month towards your balance of \$184.25.	Your first payment will be made on September 13 and will be the first of 61 payments until you pay off your balance in September 2028	Payments will be made automatically on the <b>13th</b> of each month with this payment method. Payment method RHB CARL x5090 exp. 12/2028	
Once your plan is active, you may make to Only your current outstanding balance with balances. If you need to end your plan, you will need Start plan Pack Cancel	updates but may not remove previously added bala Il be included in your payment plan. You will need to d to call us at 571-472-5802 or send a message.	inces. update your plan if you want to include future	

The automatic payment plan has been set up.

