AUTOPAY ENROLLMENT STATUS



To confirm autopay enrollment status, you can navigate to the 'Pay Bill' screen in Service Center, Practice Mate, or EHR 24/7. If you are enrolled in Autopay you will see a confirmation of that in a green box, as shown in the example below

Amount Due: \$12.00 (as of Jul 13, 2022, 09:24 AM) Amount due is updated nightly. Online payments take 2 business days to be reflected in Account Balance.			
You Are Currently Enrolled in Autopay.			
Holder Name: Freyyya Taylor, MD	Last 4: 🔲 1111	Exp. Date: 12/26	EDIT AUTOPAY
MAKE PAYMENT If you have any questions, please email <u>billingsupport@officeally.com</u> or call 360-975-7000 Option 4.			

If you do not see this green box, you are not enrolled in Autopay!

Unenrolling From Autopay

To unenroll from autopay, it is a simple three step process:

1. First, click on the green box titled 'EDIT AUTOPAY'



- 2. Type the word unenroll in the text box. (Note, this field is case sensitive, so make sure to type it in all lowercase).
- 3. Click the blue 'Submit' button.



If you have any additional questions about enrolling/unenrolling from Autopay, please contact TS@officeally.com.