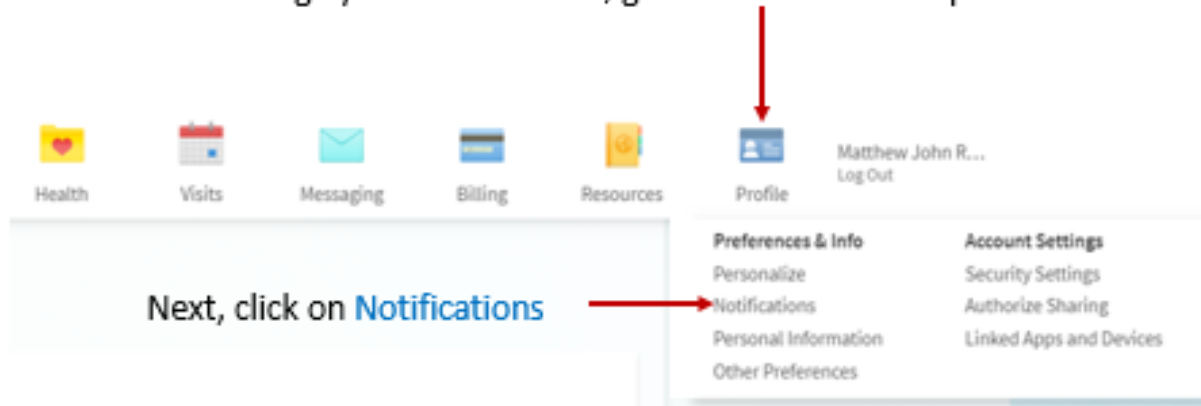


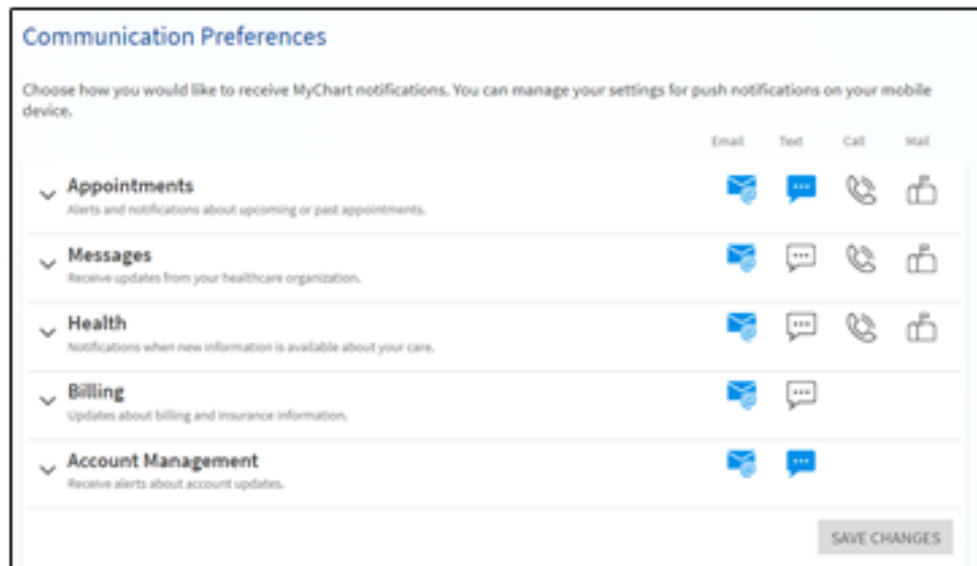


EISENHOWER HEALTH How to manage your Notifications

To manage your Notifications, go to **Profile** on the top menu



This is the screen that will come up after you select **Notifications**. It will show you 5 different categories to choose from. The Next page will explain each category. Also remember to click on the **SAVE CHANGES** button after making any changes. *(By clicking on the Email, Text, Call, and Mail icon you can turn on and off your notification. The Icon will turn Blue for on and White for off.)*



Scroll down to see Additional Information



EISENHOWER HEALTH How to manage your Notifications

Communication Preferences

Choose how you would like to receive MyChart notifications. You can manage your settings for push notifications on your mobile device.

	Email	Text	Call	Mail
▼ Appointments Alerts and notifications about upcoming or past appointments.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
▼ Messages Receive updates from your healthcare organization.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
▼ Health Notifications when new information is available about your care.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
▼ Billing Updates about billing and insurance information.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
▼ Account Management Receive alerts about account updates.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

SAVE CHANGES

The following are the 5 categories of Notifications

Appointments: Alerts and notifications about upcoming or past appointments.

Messages: Receive updates from your healthcare organization

Health: Notifications when new information is available about your care.

Billing: Updates about billing and insurance information.

Account Management: Receive alerts about account updates. (Currently Locked and Cannot be Edited).

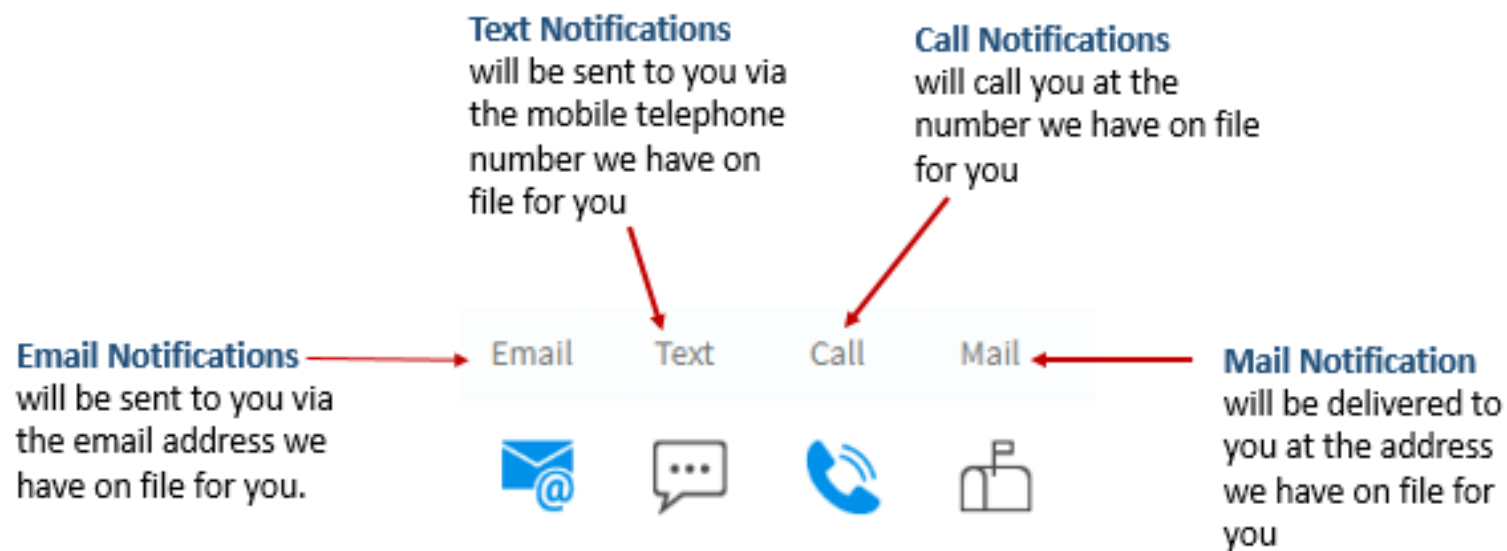
Scroll down to see Additional Information



EISENHOWER HEALTH

How to manage your Notifications

There are 4 different types of notifications you may select from; **Email**, **Text**, **Call** and **Mail**.
You may select more than one option. On the next screen, please view what each notification means



A blue Icon means the notification is currently turned on
If the icon is grayed out, the notification is turned off.
If a icon is missing it represents that you cannot select that type of notification
If there is a lock on the icon you cannot edit it. 📧

Scroll down to see Additional Information



EISENHOWER HEALTH

How to manage your Notifications

	Email	Text	Call	Mail
Appointments Alerts and notifications about upcoming or past appointments.				
Appointment Confirmation				
Appointment Letter				
Reminders Choose how long before your appointment you would like to receive a reminder:				
<input type="text" value="1 hour"/>				
Wait List Offer				
<input checked="" type="checkbox"/> Automatically sign up my appointments for earlier offers				

Appointment Confirmation: Indicate how the automated system will notify you to confirm your appointment

Appointment Letter: Receive a letter in regards to an appointments

Reminders: Receive alerts about upcoming scheduled appointments. You may also choose how long before your appointment you would like to receive a reminder.

Wait List Offer: Will notify you if you request to be put on a waiting list to see a physician.

Scroll down to see Additional Information



EISENHOWER HEALTH How to manage your Notifications

	Email	Text	Call	Mail
Messages Receive updates from your healthcare organization.				
Bulk Communication				
Communication Management				
Letters				
New Message				

Bulk Communications: Receive a notification when you are included in bulk communications.

Communications Management: Receive a notification regarding communication management.

Letters: Receive a notification regarding new letters added to your account from your Clinicians

New Messages: You will received a notice of a new message in your MyChart

Scroll down to see Additional Information



EISENHOWER HEALTH

How to manage your Notifications

	Email	Text	Call	Mail
Health Notifications when new information is available about your care.				
Health Maintenance Reminder ⓘ				
Medical Document Request				
Test Result				

Health Maintenance Reminder: Receive reminders that there are outstanding health maintenance tasks to complete

Medical Document Request: will notify you once your Medical Document Request is completed

Test Results: will alert you have a new test result in your MyChart



EISENHOWER HEALTH

How to manage your Notifications

	Email	Text	Call	Mail
Billing Updates about billing and insurance information.				
Payment Processed				
Payment Reminder				
Statement				

Payment Processed: Notifications about your Payments that have been processed.

Payment Reminders: This will send you a reminder that your have an outstanding balance














Statement: This will notify you of any changes to your billing information

Scroll down to see Additional Information



EISENHOWER HEALTH

How to manage your Notifications

 Account Management Receive alerts about account updates.	 
Account Locked	 
Contact Information Changed	
New Link to Your Account 	 
Password Changed	 
Proxy Invite Confirmed	 

THESE ACCOUNTS ARE LOCK AND CANNOT BE EDITED

Account Locked: Will notify you when you have been locked out of your account

Contact Information Change: Notifies you if you have changed your Contact information

New Link to Your Account: Receive notifications when your account is linked to another organization's health portal

Password Change: Will notify you that your have recently changed your password

Proxy Invite Confirmed: Is when a user submits a request to share their record with another MyChart user/proxy.