



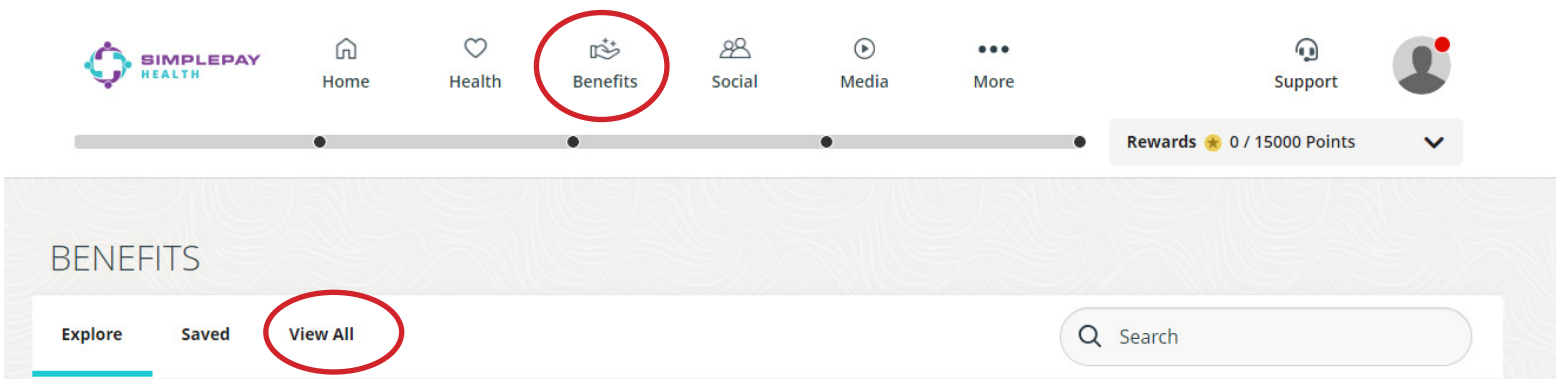
# How to Set up Your **Payment** Account



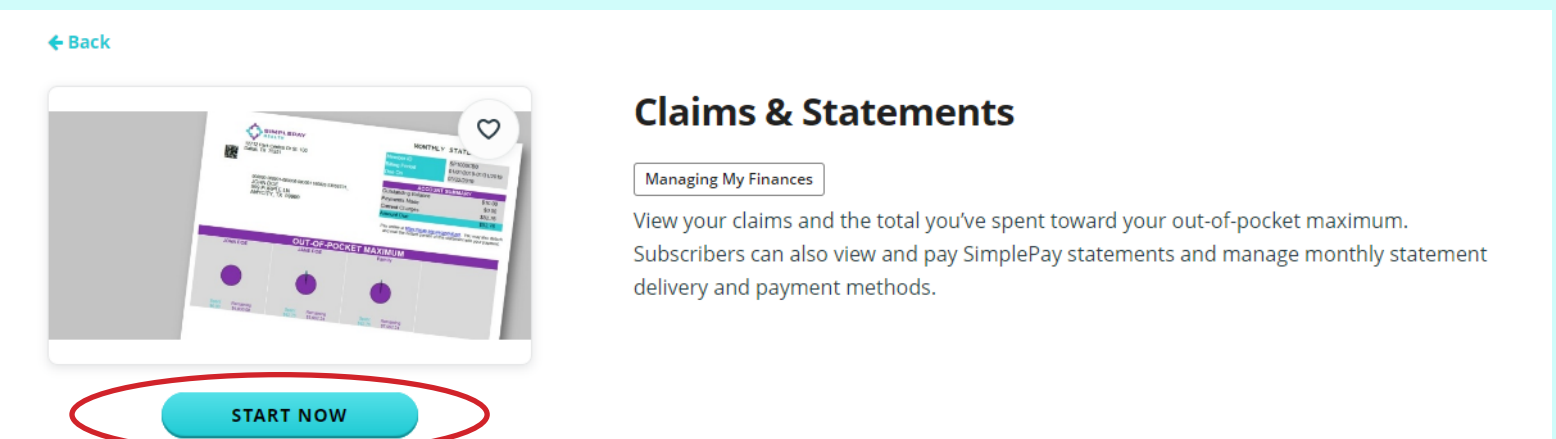
**SIMPLEPAY**  
HEALTH

To Protect the integrity of your account and meet the requirements for no credit-check, interest-free financing, SimplePay Health requires that you participate in an automatic payment protection program to pay your minimum amount due on your monthly statement. The payment protection program turns on as soon as your monthly statement shows a balance due.

1 Log into the SimplePay Health member portal. Select 'Benefits' and click on 'View All'.

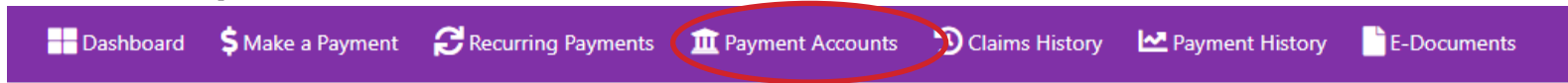


2 Click the tab that says 'Claims & Statements' to access your dashboard. Then click 'START NOW'.

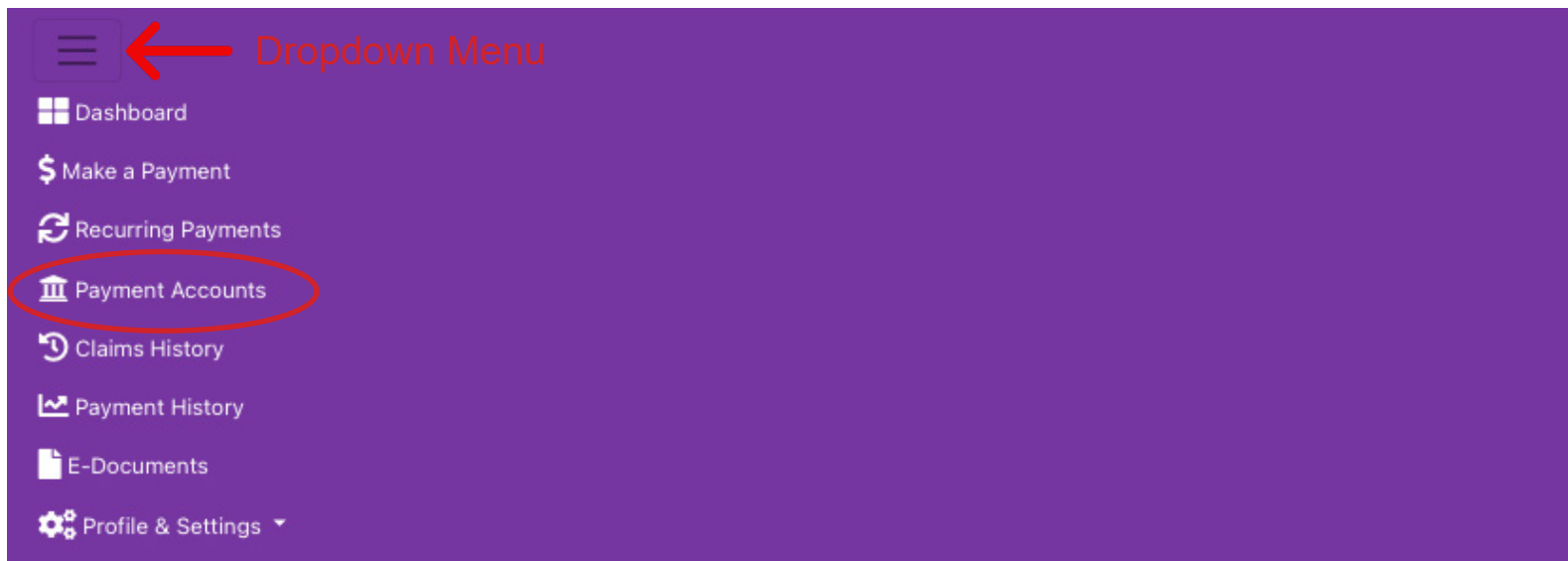


3 Click on the 'Payment Accounts' tab on the top of the desktop or in the dropdown menu on the left side of the app.

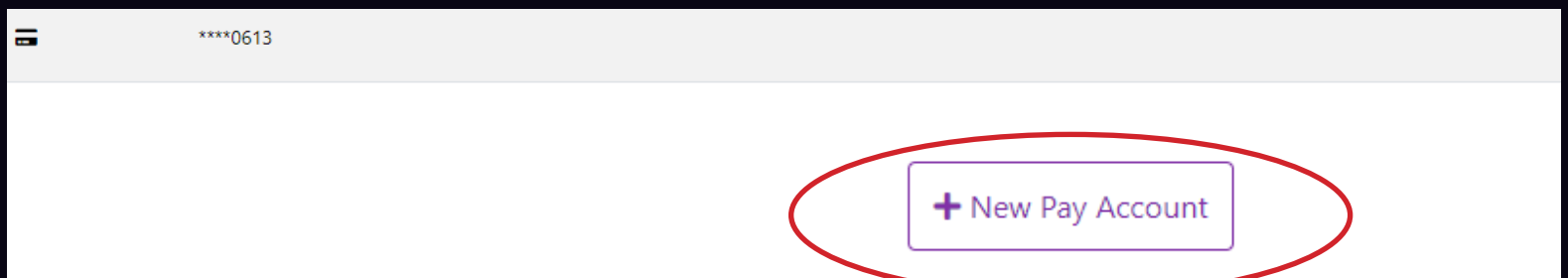
## Desktop



## Mobile

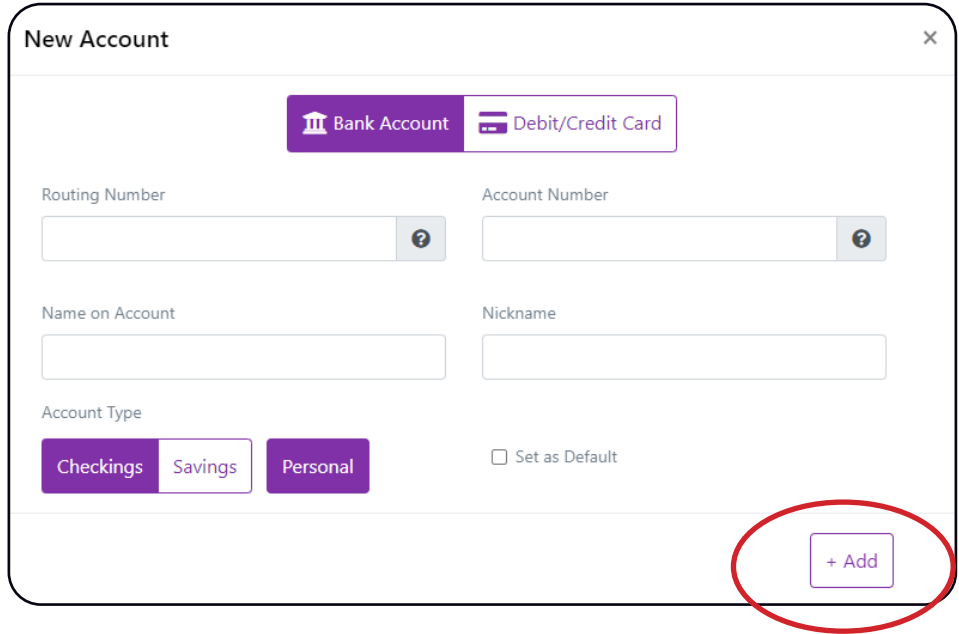


4 Click the "New Pay Account" button.



# 5

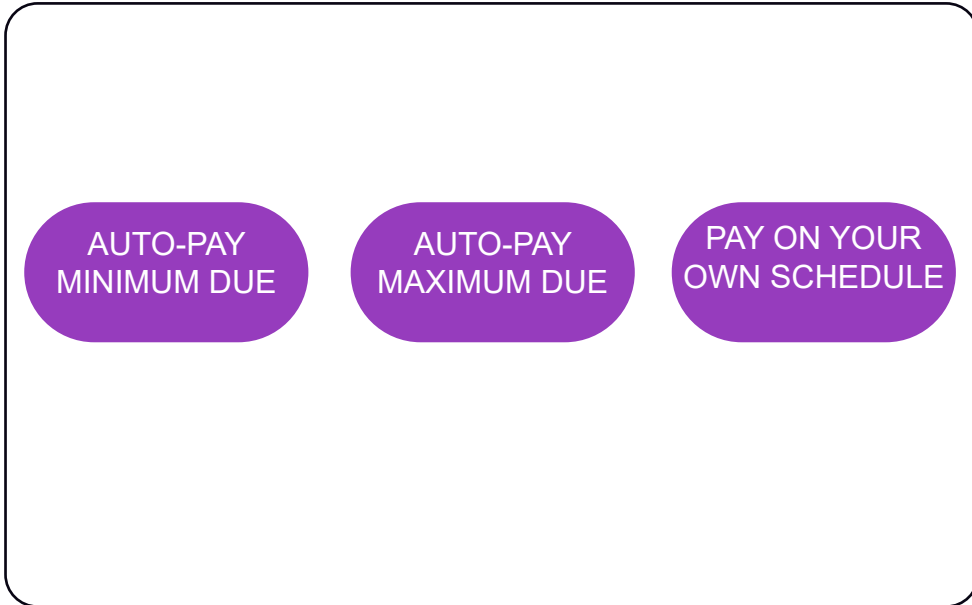
Complete the fields with your bank account, HSA/FSA, or card information then press the 'Add' button.



The screenshot shows a 'New Account' form with a close button (X) in the top right corner. At the top, there are two tabs: 'Bank Account' (selected) and 'Debit/Credit Card'. Below the tabs are two input fields: 'Routing Number' and 'Account Number', each with a question mark icon to its right. Underneath are two more input fields: 'Name on Account' and 'Nickname'. The 'Account Type' section has three buttons: 'Checkings' (selected), 'Savings', and 'Personal'. To the right of these buttons is a checkbox labeled 'Set as Default'. At the bottom right of the form, a '+ Add' button is circled in red.

# 6

Then choose your auto-pay option. This can be changed at any point in time.



The screenshot shows three purple rounded rectangular buttons arranged horizontally. From left to right, they are labeled: 'AUTO-PAY MINIMUM DUE', 'AUTO-PAY MAXIMUM DUE', and 'PAY ON YOUR OWN SCHEDULE'.

Payments are due at the end of each month. If your minimum payment is not received by the due date, we will charge your preferred payment account on file for the minimum amount due on the following day. If you choose auto-pay, we will charge your account for the amount you selected at set up.

**Meritain Health**<sup>®</sup>  
an  aetna company

For questions regarding your SimplePay Health Plan or updating payment options, please contact your SimplePay Health Valet  
800-606-3564  
[healthvalet@simplepayhealth.com](mailto:healthvalet@simplepayhealth.com)

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