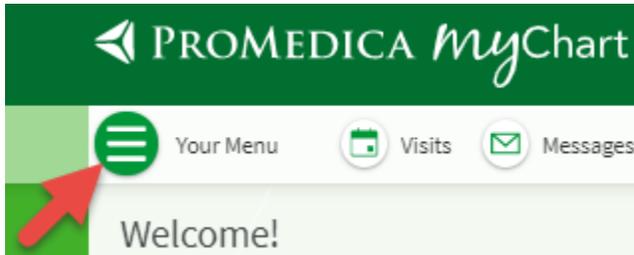
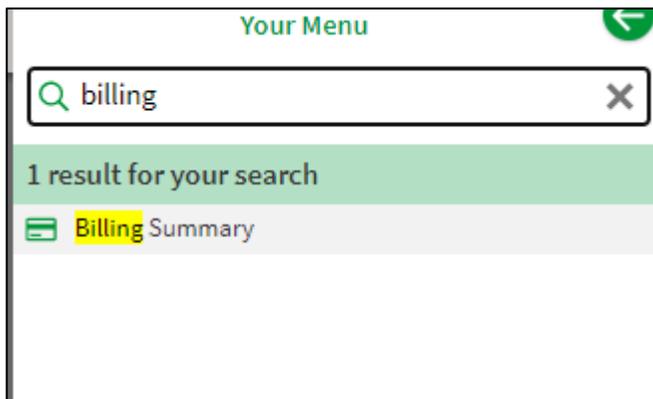


Instructions for Opting Out of Paperless Billing

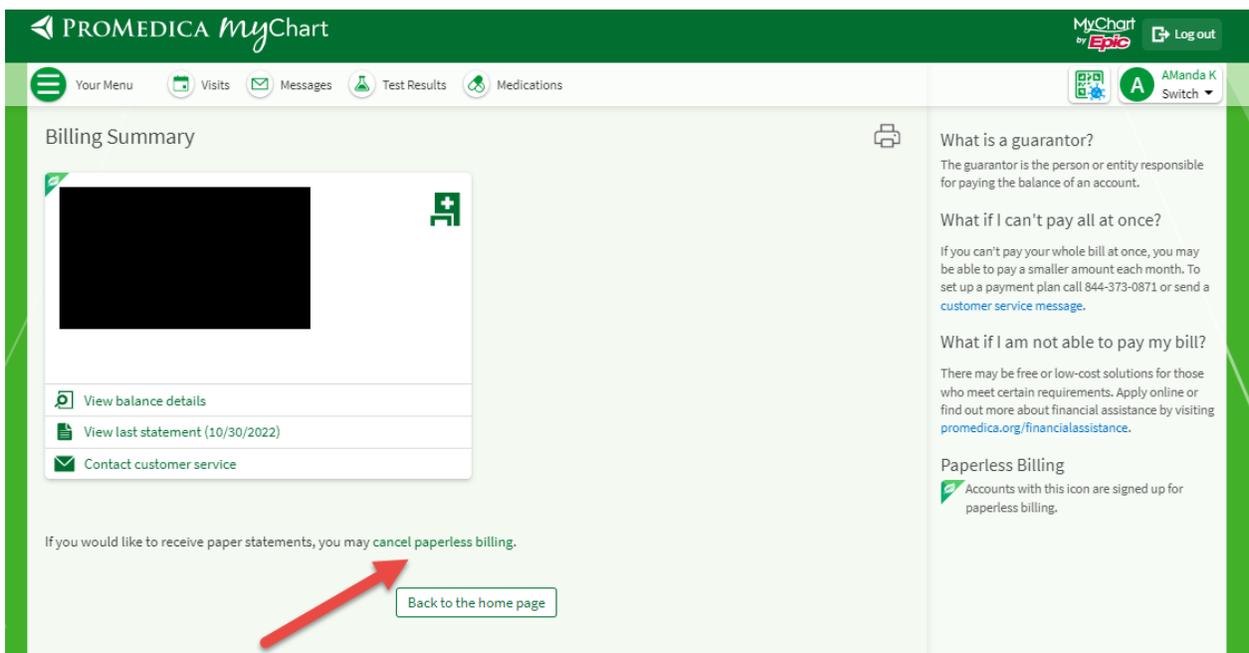
1. Log in to your [ProMedica MyChart account](#) through the website or MyChart app.
2. Choose Menu.



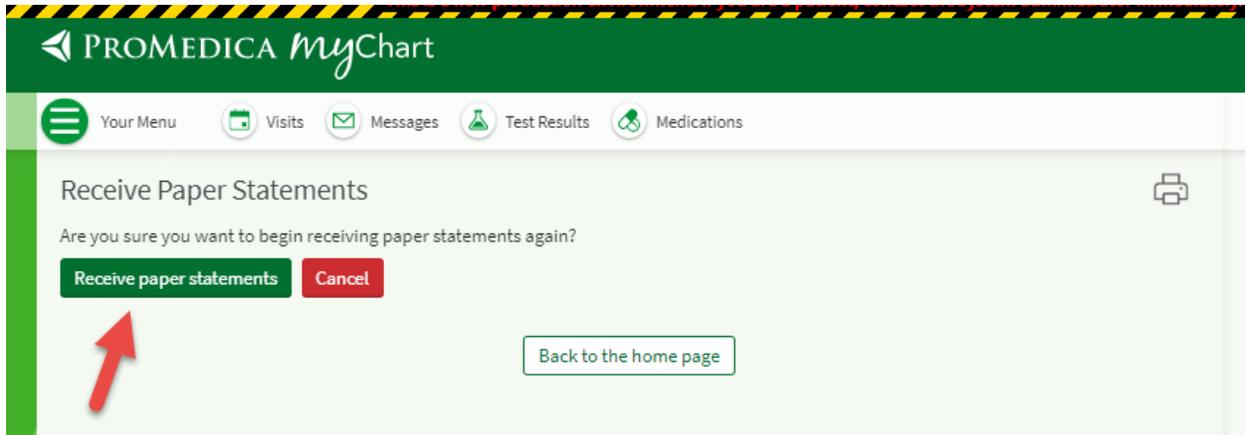
3. Search for “billing” or scroll to Billing Summary. Click on it.



4. Under any billing information, you will see a link to “cancel paperless billing.” Click this link.



5. Website users: Click “Receive paper statements.”
App users: Click “Cancel Paperless.”



6. Receive the confirmation screen.

