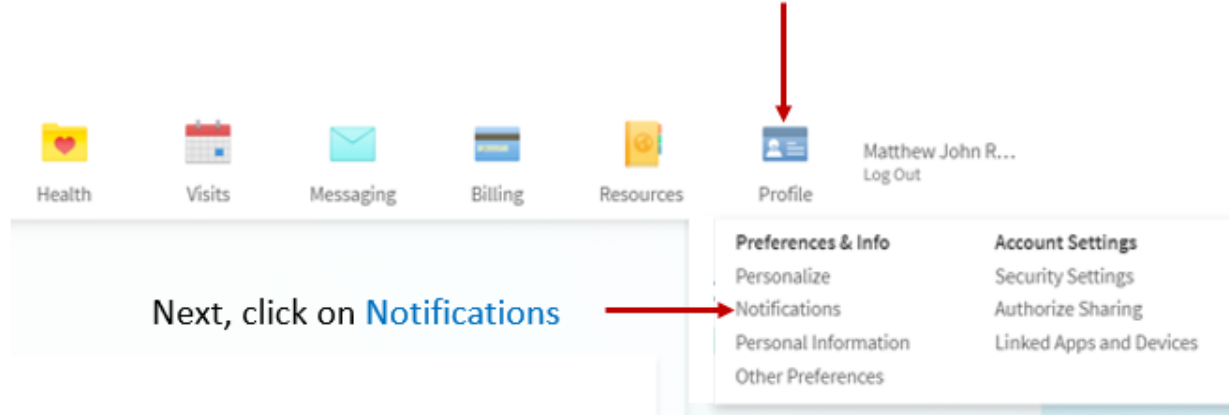




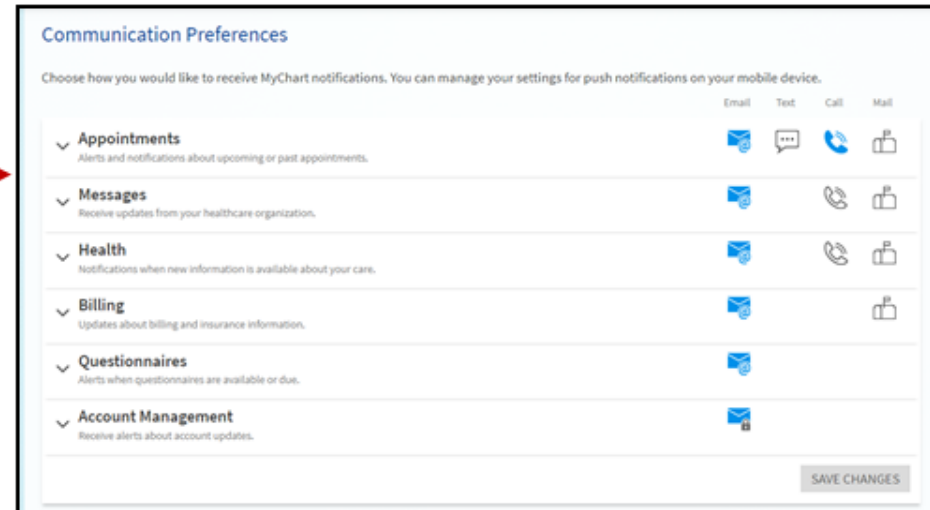
# EISENHOWER HEALTH

## 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 6 different categories to choose from. The Next page will explain each category





## EISENHOWER HEALTH

### How to manage your Notifications

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

### The following are the 6 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.

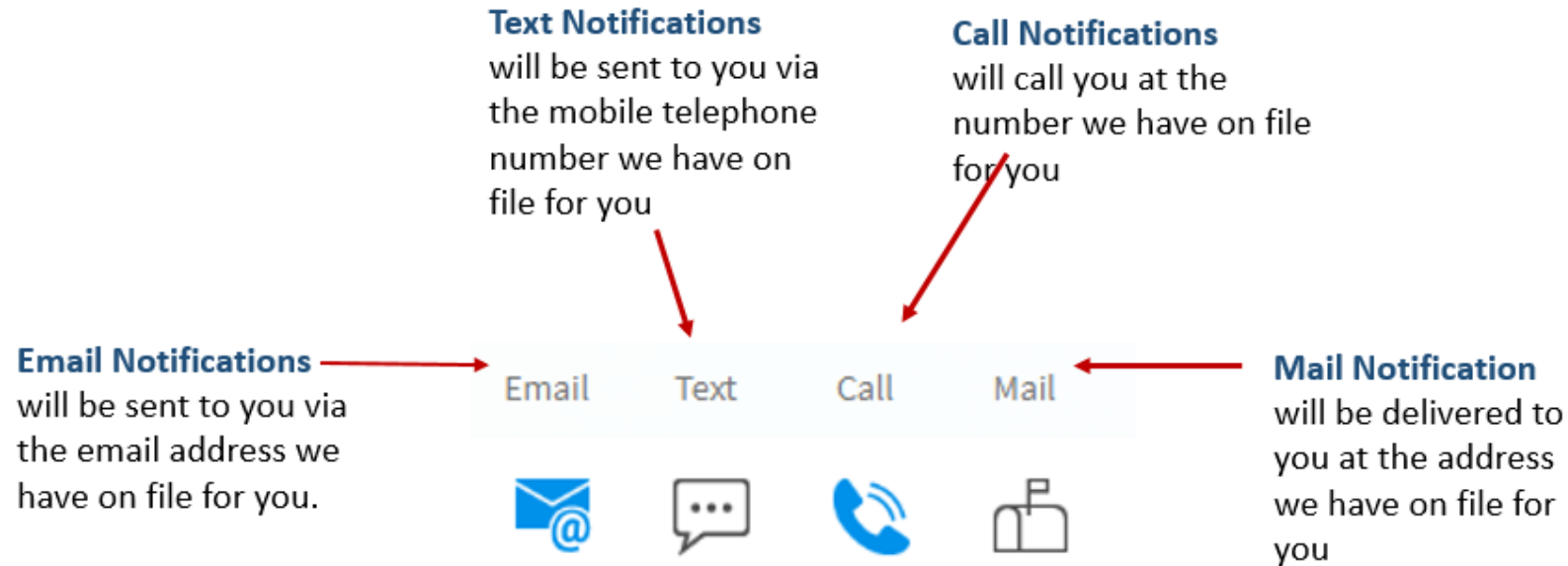
**Questionnaires:** Alerts when questionnaires are available or due.

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



## 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*



## 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:

1 hour ▼

Status Updates



Wait List Offer ⓘ



**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

**Status Updates:** Not currently being used.

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



## EISENHOWER HEALTH

### How to manage your Notifications

	Email	Text	Call	Mail
<b>Messages</b> 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



## EISENHOWER HEALTH

### How to manage your Notifications

	Email	Text	Call	Mail
<b>Health</b> Notifications when new information is available about your care.				
Health Maintenance Reminder ⓘ				
Medical Document Request				
Research Study Invitation				
Test Result				

**Health Maintenance:** is now being used at this time

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

**Research Study Invitation:** is not being used at this time.

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



## EISENHOWER HEALTH

### How to manage your Notifications

	Email	Text	Call	Mail
<b>Billing</b> 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

	Email	Text	Call	Mail
<b>Account Management</b> Receive alerts about account updates.				
Account Locked				
New Link to Your Account ⓘ				
Password Changed				

### THESE ACCOUNTS ARE LOCK AND CANNOT BE EDITED

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

**New Link to Your Account:** This will let you know when you have set up a new link in your MyChart

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