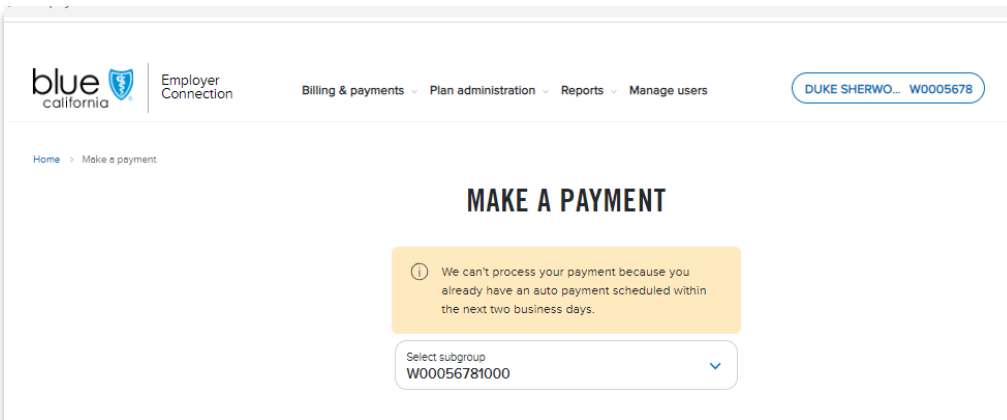
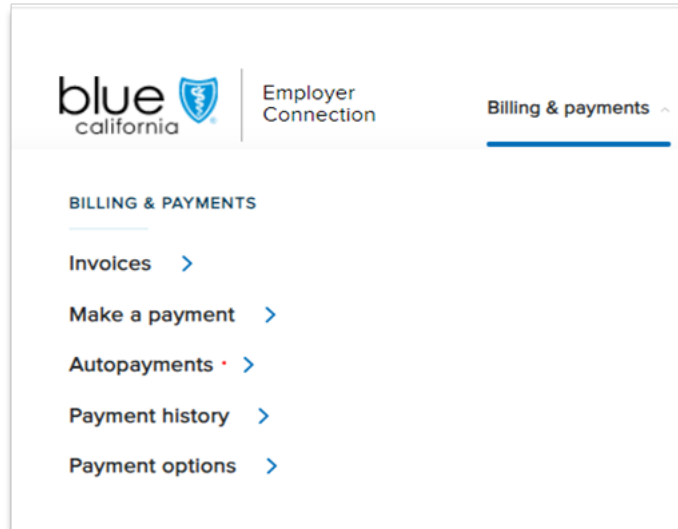


Billing & Payments: Make a payment

On the Billing & Payments page, you can easily navigate and manage payments. This guide covers One-Time Payments and Autopayments for efficient payments.



One-Time Payments:

Our enhanced payment process prioritizes essential messaging for effortless one-time payments.

Billing & payments ▾ Plan administration ▾ Reports ▾ Manage users

MAKE A PAYMENT

Select subgroup
W00056781000 ▾

Current billed amount \$15505.73
Previous balance \$-1100.00

Amount due ⓘ **\$14405.73**

Select bank account
tetdg ▾

[Use a different bank account](#)

Payment amount

Current billed amount (15505.73)

Amount due (14405.73)

Other amount:

Amount

I want to receive an email notification when payments are processed.

Continue

Flexible Payment Amounts:

- Choose from "Current billed amount," "Amount Due," or "Other amount".
- "Other amount" allows you to input your preferred payment amount.
- The system will ask to confirm the amount on the review page.

The payment amount you entered is greater than the total amount due. Do you want to proceed with this payment?

Cancel
Continue

Payment Confirmation and Alerts:

- Receive familiar payment confirmation emails for peace of mind or website notifications.
- If you exceed the due amount, a message gives you the choice to confirm or cancel.

WASHINGTON U... W0065256

Home > Make a payment

REVIEW PAYMENT DETAILS

Subgroup	WASHINGTON UNIFIED SCHOOL DISTRICT W00652561000
Current billed amount	\$1599.66
Previous balance	\$142919.58
Amount due	\$144519.24
Payment amount	\$10.00
Bank account	TestWashScool2

You'll receive an email notification regarding this payment. Send an additional notification of this payment to the following email address.

Email

< Back [Make payment](#)

W00652561000

Payment Successful

Payment was successfully submitted.

[OK](#)

WASHINGTON U... W0065256

Home > Make a payment

PAYMENT CONFIRMATION

Thank you!

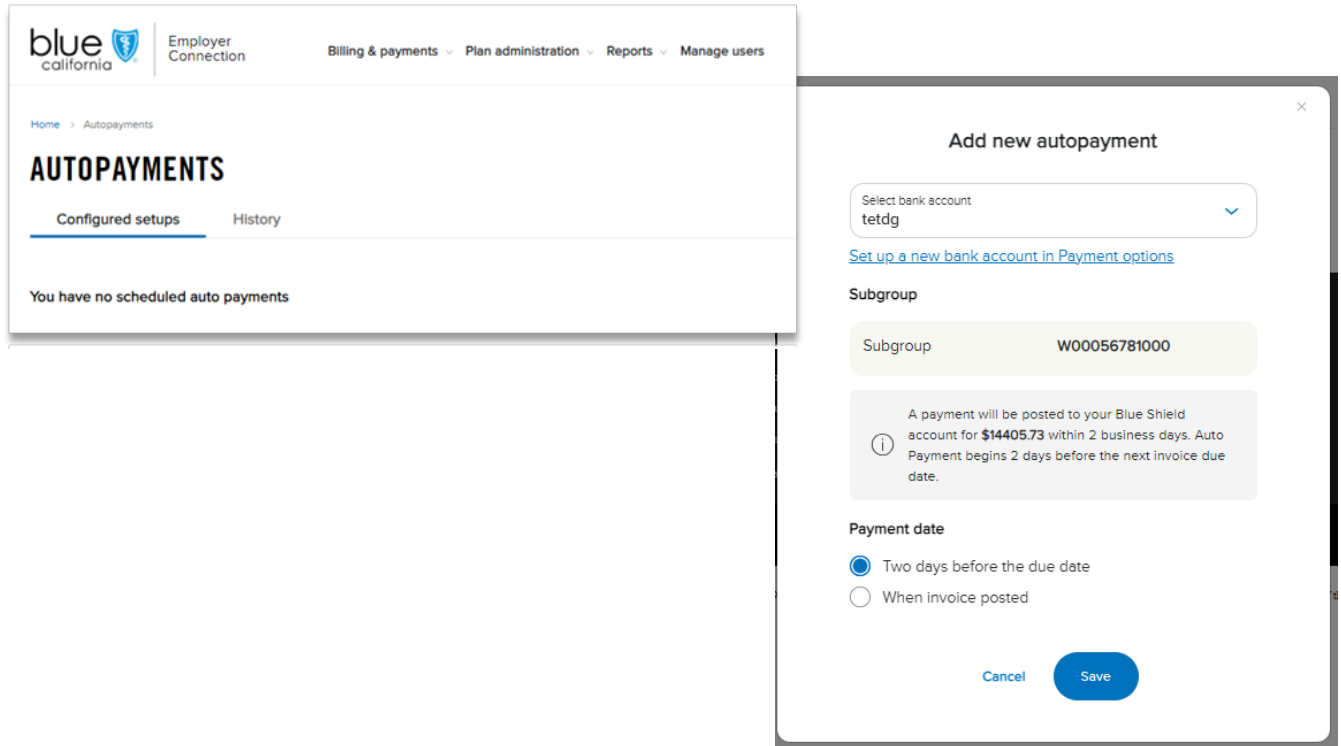
Your payment of \$1599.66 has been received and will be processed in 3-5 business days. After that time, check your payment history for status.

Subgroup	WASHINGTON UNIFIED SCHOOL DISTRICT W00652561000
Payment date	07/06/2023
Payment method	Checking Account TestWashScool2 ****5678

[Print page](#) [Back to my invoices](#)

Effortless Payment Submission:

- Click "Make Payment," a notification screen will verify a successful submission.
- After clicking "OK," you'll be directed to a user-friendly payment confirmation page.
- Click "Print Page" to print a formatted payment confirmation for your records.
- The "Back to My Invoices" button returns you to your invoices.
- Add an extra email address during payment review to notify others in your organization.



Autopayments:

Autopayments are streamlined to simplify scheduling. If a payment is already scheduled, you'll be informed during the payment process, reducing clicks and frustration.

Simple Autopayment Setup:

- Enjoy a user-friendly experience. The "Autopayments" tab provides clear visibility of your "Configured setups" and "Payment history."
- If no Autopayments are configured currently, select "Add new autopayment" to create one.
- Choose your funding bank account, the subgroup number and preferred payment date.
- When completed, click "Save".

blue california | Employer Connection | Billing & payments | Plan administration | Reports | Manage users | FOX RENT A CA... W0054351 | SN

Home > Autopayments

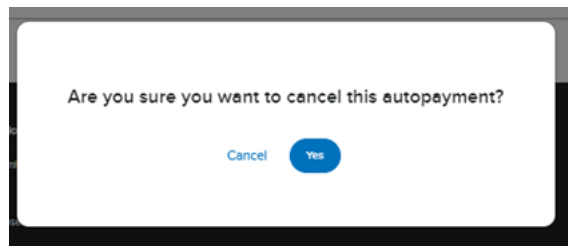
AUTOPAYMENTS

[Add new autopayment](#)

[Export](#)

Subgroup	Last paid date	Last paid amount	Invoice due	Account nickname	Account number	Payment date	Action
W00543511000	06/08/2023	\$385,100.0	\$144.48	ereree	*****1111	Two days before due date	Cancel

[Notice of grace period](#) | [Appeals process](#)



Effortless Sorting & Cancelling:

- Sort "Configured Setups" or "History" by categories like "Last Paid Date" and "Last Paid Amount."
- Subgroup is the default sort option.
- Select the "Cancel" button to cancel the autopayment for the subgroup. A confirmation message appears to confirm or cancel this option.

The screenshot displays the 'AUTOPAYMENTS' section of the blue Employer Connection interface. At the top, there are navigation links for 'Billing & payments', 'Plan administration', 'Reports', and 'Manage users', along with a user profile 'FOX RENT A CA., W0054351'. The main heading is 'AUTOPAYMENTS' with a sub-tab for 'History'. A search bar allows filtering by 'Start date (MM/DD/YYYY)' (07/06/2021), 'End date (MM/DD/YYYY)' (07/06/2023), 'Action' (ALL), and 'Username' (ALL). A 'Search' button is present. Below the search bar, there is an 'Export' button and a 'Showing 1 - 7 of 7 Results' indicator. A table lists the results with columns for Date, Username, Subgroup, Bank number, Bank routing, and Action.

Date	Username	Subgroup	Bank number	Bank routing	Action
05/09/2023	Testgen01	W00543511000	*****2992	0004	Created
06/08/2023	Testgen01	W00543511000	*****2992	0004	Canceled
06/08/2023	Testgen01	W00543511000	*****6789	0004	Created
06/19/2023	Testgen01	W00543511000	*****6789	0004	Canceled
06/26/2023	Testgen01	W00543511000	*****2992	0004	Created
06/28/2023	Testgen01	W00543511000	*****2992	0004	Canceled
06/28/2023	Testgen01	W00543511000	*****1111	0004	Created

Efficiently Manage and Track Autopayments:

- Click the "Export" button above the list view to export payment details to Excel.
- You can use filters such as "date range," "username," and "subgroups" to search through the Autopayments "History" list.
- You can view search results in sets of 25, 50, or 100 per page.
- Stay informed with the grace period policy linked at the bottom.

Insightful Payment History:

- In the "Payment History" section, search for completed, canceled, or pending payments.
- Click the "Export" button on the right side of the page to export the Autopayment history list to Excel. Then, sort the fields by "Subgroup" and "Paid Date."

blue
california | Employer
Connection

Billing & payments | Plan administration | Reports | Manage users

WASHINGTON U... W0065256 (SN)

Home > Payment options

PAYMENT OPTIONS

[Add account](#)

Account nickname	Account number	Routing number	Account type	Name on account	Action
TestWashSchool2	****5678	0004	CHECKING	Test WashSchool2	Delete

Add bank account

Enter first and last name on account

Select account type

Enter an account number up to 17 digits

Sample account and routing number

Enter 9-digit routing number

Enter an account nickname

Cancel [Add account](#)

Efficient Payment Options Management:

- Effortlessly manage bank accounts from the "Payment Options" section in the "Billing and Payments" menu.
- In this section, you can easily view, sort, add or delete accounts.

At Blue Shield of California, we're dedicated to enhancing your payment experience. These enhancements simplify your interactions, save time, and provide greater control. If you have any questions, please refer to this guide or contact [Employer Services](#) for assistance.