

HOW TO VIEW ITEMIZED BILLS IN MYCHART

To generate and view itemized bills, log in to your MyChart account and navigate to Billing under the main menu.

Steps to View Itemized Bills

1. Open the Menu on the web or mobile app and select **Billing** (or search "Billing").
2. Click **View balance details**.
3. Select the **Details** tab to see a breakdown of your balance by visit or charges.
4. Click **Get itemized bill** to generate a PDF document or **View all details** to see charges.
5. Enter a date range and click **Generate**.
6. Switch to the billing **Documents** tab to view, download, or print PDF itemized bills.