🔶 Wellstar

How Do I Update my Insurance in MyChart?

This tip sheet describes how to update your insurance in MyChart.

Try It Out

1. Upon logging into your MyChart account, select 'Your Menu'

| | W ellstar MyChart | ► Log Out |
|-----------|--|-----------------------|
| Your Menu | 🗔 Visits 🖂 Messages 🍐 Test Results 💰 Medications | m medtest Switch ▼ |

2. Within the menu, scroll to the end of the menu. Under 'Insurance' select 'Insurance Summary'

| | Your Menu | |
|------------------|---------------------------|--|
| Q | Search the menu | |
| 1 | End-of-Life Planning | |
| Bill | ling | |
| | Billing Summary | |
| e. | Financial Assistance | |
| Insurance | | |
| Ĵ | Insurance Summary | |
| Ą | Coverage Details | |
| | Claims | |
| Sharing | | |
| * | Share My Record | |
| G | Share Everywhere | |
| <i>e</i> | Link My Accounts | |
| 0 ; | Lucy | |
| Res | sources | |
| Θ | Search Medical Library | |
| Account Settings | | |
| 2 | Personal Information | |
| | Security Settings | |
| _ | Personalize | |
| | Communication Preferences | |
| \$ | Other Preferences | |
| | Back to the Home Page | |





3. From the 'Insurance Summary' page you can update your active insurance coverage(s) or add a new coverage



4. If you add a new coverage or submit an update to an insurance coverage, the submission(s) will appear under 'Coverages Pending Submission' which will be submitted to Wellstar staff for verification upon logging out







Please note: If you need further assistance, please contact the MyChart Service desk hours are Monday through Friday, 8:30 a.m. to 5:00 p.m. Phone: 470-644-0419 Fax: 770-999-2306 Email: mycharthelp@wellstar.org

