



## **It's Easy to Pay Your CareSource Just4Me™ Premium Online.**

Log in to your My CareSource™ account at **MyCareSource.com**.

If you haven't set up your account, you need to create one to pay online.

### **How to Create an Account**

- On the login page, click "Sign Up."
- Enter the required information, including your CareSource member ID number. Your number is printed on your ID card.
- Under the "Add a Plan" option, make sure you "add" your plan to your My CareSource account. This requires the last four digits of your Social Security number.
- Follow the online instructions to activate your account. Then, log in using your username and password.

### **How to Pay Online**

- When you log in to your My CareSource account, click on the arrow to the right of "Pay Bill." Or, click on the "Account" tab at the top of the screen and then click "Pay Now."
- Next, you'll see the "Make a Payment" screen. Choose the "Credit or Debit" payment method and then click "Make a Payment." You'll be routed to our secure, online payment processor.
- You will see the amount due, your member ID number and your name. Click "Next" to continue with your payment.
- On the "Payment Information" screen, you will have the option to pay with a credit/debit card or with funds in your bank account. Choose "Credit/Debit Card" or "Bank Account" from the drop down menu and provide the required information. Click "Next."
- On the "Review and Confirm Payment" screen, you will verify your payment information. If you need to update any information, click "Back" to make changes. If the information is correct, click "Confirm" to continue.
- On the "Payment Receipt" screen, you have the option of emailing the receipt to yourself, downloading it or printing a copy.
- Click the "Close" button to be routed back to your My CareSource account.