

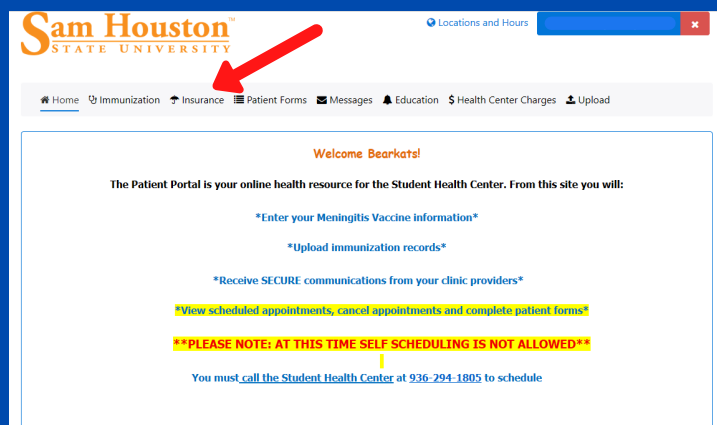
# HOW TO UPLOAD YOUR INSURANCE

TO YOUR PATIENT PORTAL

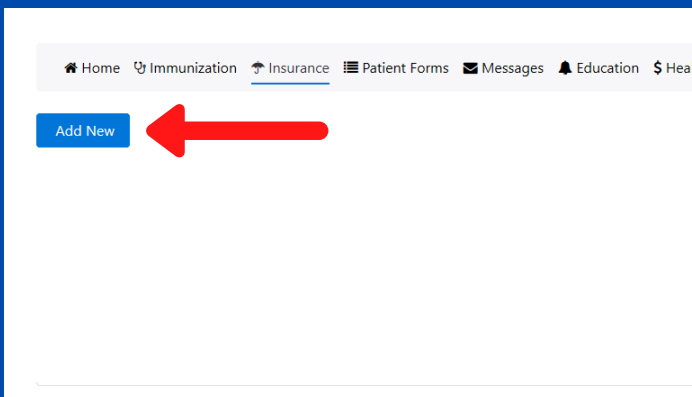
#1 Scan the QR code and sign in to your portal with your SHSU credentials



#2 Click on the "Insurance" tab

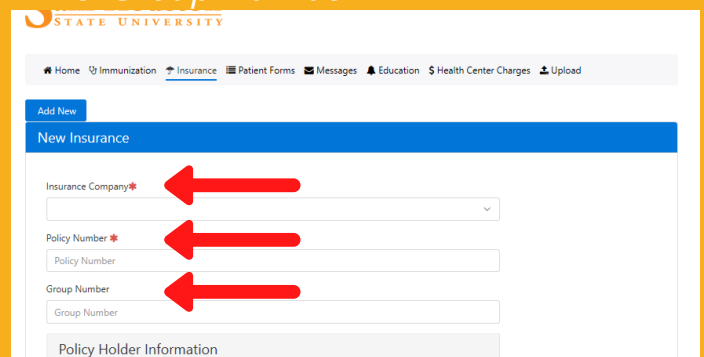


#3 Click on the "Add New" tab



#4 Fill in the required fields

- Insurance Company, Policy Number & Group Number



#5 Scroll down and click "add"

