## *I*anage Enhanced User Print Statements

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he Enhanced User Print Statements feature allows you to customize your full-color statements you will be rinting and mailing out to patients. This customizable template allows you to add your company logo, and ustomize the text on your statement.

<sup>1</sup> you're the Auth Rep, follow the steps below to enable, configure, or disable Enhanced Statements:

- 1. Select Account Administration > Services.
- 2. Click the button next to Enhanced User Print Statements
- 3. The Enable Enhanced User Print Statements box enables or disables this service.

Enhanced User Print Statements can be configured in Statements screen. Please take a look at our Statement Configuration Help Article for more info.

- 4. Optional: Select Copy Configurations to copy these settings to another customer account you manage
  - 1. Check the box next to the customer account(s) to copy the settings to, then click**Copy**.
- 5. Click Save.