**Broker-To-Client eBilling Email Template**

Quick tips for using this email:

1. Open a new email message
2. Cut and paste the Subject content below into the Subject Line of email
3. Cut and paste the Body content below into the body of the email
4. Review body for format before sending

**Subject:**

eBilling – A fast, reliable way to pay Blue KC bills

**Body:**

Your organization’s Blue KC health plan offers health programs, tools, and resources for every stage of your employees’ lives. Blue KC also looks out for employers, with ways to manage your plan with the greatest of ease.

Bill payment through the eBilling platform is one of the solutions Blue KC offers to give you one less thing to worry about each month. You heard about eBilling in an email from Blue KC last month, and I want to tell you why I’m a fan.

* You can pay your monthly bill faster online than with paper checks
* eBilling lowers the risk of lost or misdirected payments
* Payments process faster with eBilling
* Accuracy wins as eBilling ensures a higher level compared to paper checks
* It’s simple and eBilling is a system you already have access to

Visit the [eBilling](https://bcbskc-carr.secureebilling.com/ebilling/login.do) platform or access it through the [Blue KC Employer Portal](https://employers.bluekc.com/?_ga=2.118386702.667835569.1650895237-1692336796.1643387830). If you need to reset your username and/or password, contact your Blue KC member service rep who can get you set up in a few minutes. Once logged in, pay your Blue KC bill by following these steps:

1. Click “Pay Now” on the home screen

2. Click “Make Online Payment”

3. Enter your banking information. You also have the option to set up auto draft in this step.

4. Select how you want to pay: Pay as Billed, Pay Previous Total Due, or Edit Payment Amount

5. Click “Submit”

One of my greatest pleasures as your broker is helping you get the most out of your healthcare insurance plan and managing it with ease. Please contact me if you have questions about eBilling or anything else account related.