

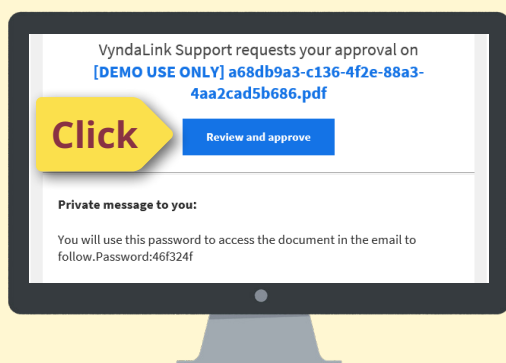
# eSigning the **VyndaLink** Enrollment Form

## Patient eSign

When you and your healthcare provider submit a **VyndaLink** enrollment form, both a patient signature and a provider signature are required. If you aren't able to sign in person at your provider's office, there are **now two ways that you can sign the form electronically**:

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### Option 1: eSign for **VyndaLink** Provider Portal Enrollment



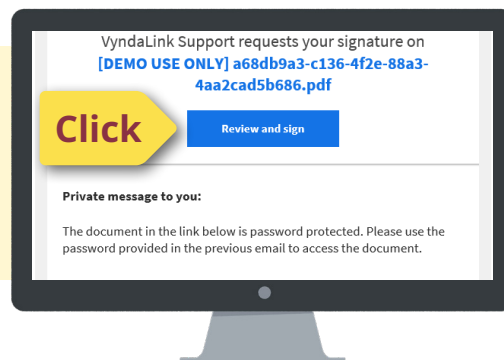
#### 1 Receive Email 1

If your healthcare provider submits your enrollment via the **VyndaLink** Provider Portal, you may receive an email to eSign your part of the enrollment form.

The first email from **VyndaLink** Support will contain a password you will use in step 2.

#### 2 Receive Email 2

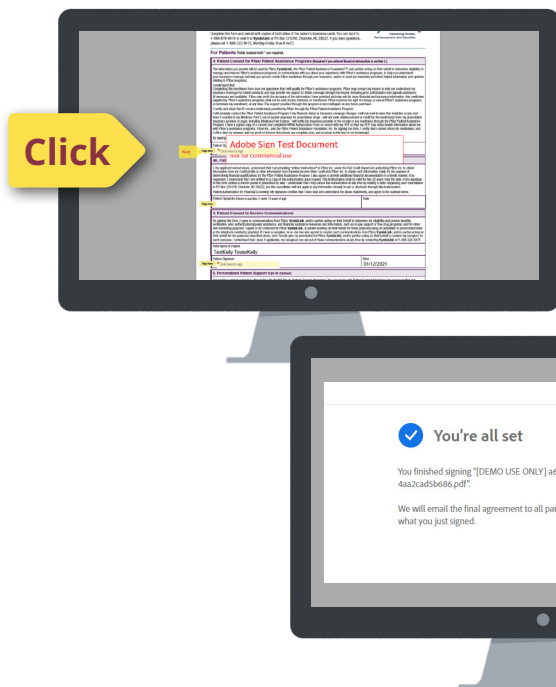
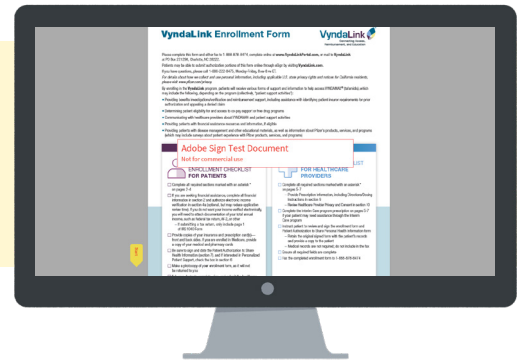
You will use the password from the first email to open the document included in the second email.



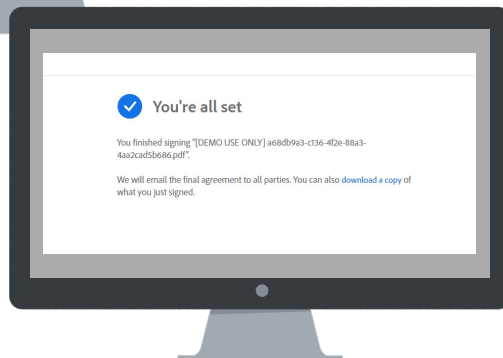
## Option 1: eSign With Your Healthcare Provider

### 3 Enrollment Form eSign Screen

You will then see the enrollment form with a yellow **Start** button that will guide you through each signature section of the enrollment form.



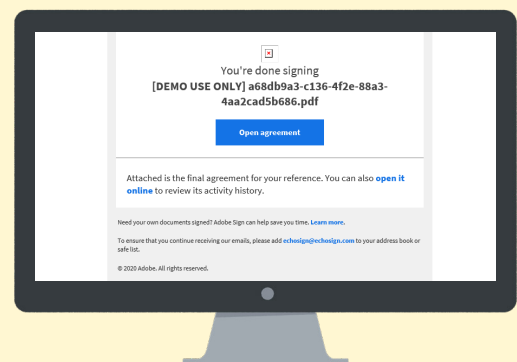
4 After signing the first section, click on the **Next** button. For each section of the enrollment form, you will select the **Click here to sign** field, which will automatically fill in your signature.



5 When you have completed electronically signing the form, you will have the option to download a copy of the enrollment form you just signed.

### 6 Receive Confirmation Email

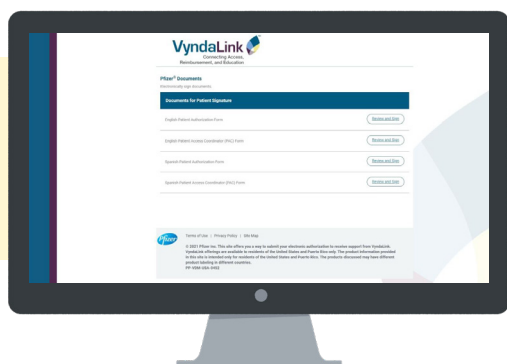
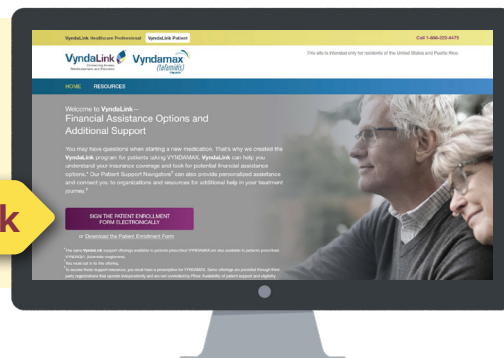
An email is sent to you confirming that your signed document has been submitted to **VyndaLink** Support. No further action is needed; however, a link is provided if you'd like to review your enrollment form online. Your enrollment form will also be attached to the email.



### 1 eSign from the VyndaLink Website

On the **VyndaLink** Patient homepage, you will see the option to sign the enrollment form electronically.

Click

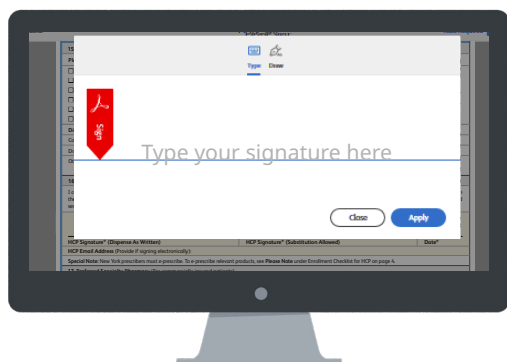
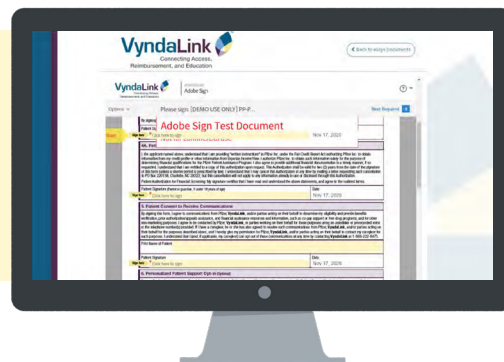


### 2 Select "Review and Sign"

You will then choose to electronically sign in English or Spanish.

### 3 Enrollment Form eSign Screen

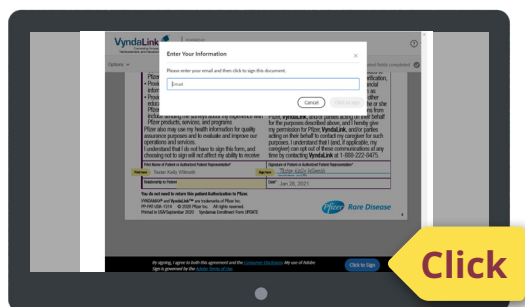
The enrollment form opens for you to eSign. Select **Click here to sign**. Follow the steps indicated by the yellow flag(s).



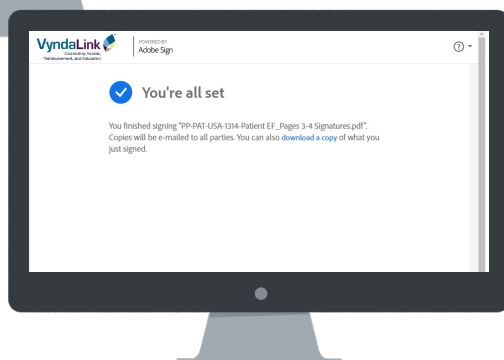
### 4 A pop-up screen will appear. Select **Type** to provide your signature in a text font or **Draw** to use the pen tool.

Select **Apply** to return to the enrollment form, where your signature will now appear. After signing the first section, click on the **Next** button. For each section of the enrollment form, you will select the **Click here to sign** field, which will automatically fill in your signature.

## Option 2: eSign On Demand



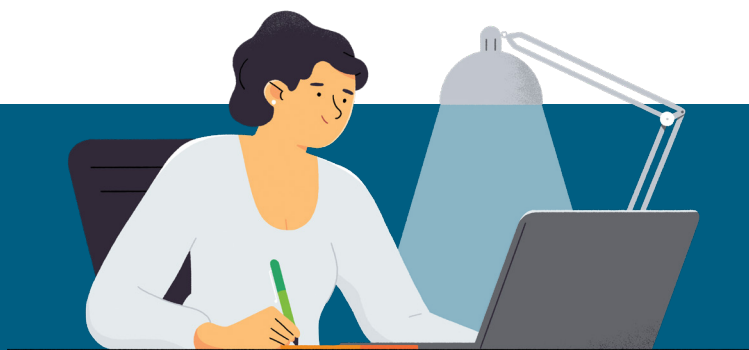
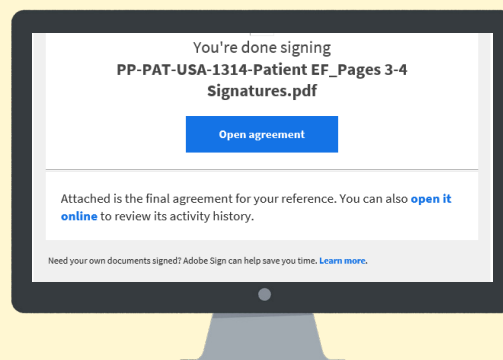
- 5 When you come to the end of the document, you will enter the date and select the **Click to Sign** blue button at the bottom of the page. You will then enter your email address.



- 6 When you have completed electronically signing the form, you will have the option to download a copy of the enrollment form you just signed.

### 7 Receive Confirmation Email

An email is sent to you confirming that your signed document has been submitted to **VyndaLink** Support. No further action is needed; however, a link is provided if you'd like to review your enrollment form online. Your enrollment form will also be attached to the email.



### Provider Signature

Your provider's signature is required to complete the enrollment process. They can complete their portion via the **VyndaLink** Provider Portal or a faxed **VyndaLink** Enrollment Form.

**FOR LIVE, PERSONALIZED SUPPORT, Call 1-888-222-8475 (Monday – Friday, 8 AM – 8 PM ET) or Visit VyndaLink.com**