

CareCredit Direct - Multi-Locations

Device Registration and Management of Child Locations



INSTALL CARECREDIT DIRECT

- 1 Have your Headquarter (HQ) 16-digit Merchant ID number and CareCredit Online Portal User Name available. Your Merchant ID number can be found on your monthly CareCredit billing statement, in the CareCredit Provider Portal at www.carecredit.com/pro under the Manage Profiles menu, Practice Info or by calling Provider Services at 800-859-9975.
- 2 Go to www.carecredit.com/direct and choose to download CareCredit Direct on a patient or client dedicated PC or tablet.
- 3 Follow the easy step-by-step instructions.

FIRST-TIME SETUP

When you register for CareCredit Direct you are prompted to verify your HQ practice and select the promotional options presented by the Payment Calculator and during the Pay Now process.

Note: You will need to register at least one HQ device in order to register a Child location device.

- 1 Once a HQ location device is registered for CCD, please log into:
CCPro >Manage Profiles>CareCredit Direct
- 2 Select the desired option/options:
 - *I want to allow all locations to add & manage their own CareCredit Direct devices*
 - *I want to allow all locations to manage their own promotions & transactions*

By unchecking both boxes, HQ has the management control of all Child devices, promotions & transactions settings. These settings can also be modified from a CareCredit Direct HQ device during the registration process.

CareCredit Direct can be used on iPads, Android tablets, PCs and MACs using Google Chrome, Firefox, Internet Explorer 9+, and Safari, and is **FREE** for enrolled Providers to download and install.

(Please note that the application may be usable on, but is not optimized for, other devices and browsers.)

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VERIFICATION AND REGISTRATION

1 Verification

Enter your HQ 16-digit **Merchant ID**, **Zip Code**, and valid **CareCredit Online Provider Portal User Name** and click **Next**.

2 Child Device Registration

Select **Child location** from **Location dropdown**, Input **Device Name**, select **Device Type** and click **Next**.

Note: These steps must be repeated for each Child location device registration.

3 Customize Settings

If the HQ setting is set to allow all locations to customize their own settings, modifications can be made to the Promotions and Transaction Minimums settings during this step. Otherwise, the HQ Promotions and Transaction Minimum Settings will be automatically applied. Click **Next**.

Settings drive visible promos on **Pay Now and Payment Calculator**.

Settings on 1st device, transfer to additional CareCredit Direct devices registered to MID. Future adjustments transfer to all CareCredit Direct devices registered to MID.

To limit access to Settings, set **Require Merchant ID to Access Practice Settings** to **On**.

No Interest if Paid in Full within 6, 12, 18, or 24 Months		Reduced APR and Fixed Monthly Payments Required Until Paid In Full	
Term	Minimum Amount (in \$100 increments)	Term	Minimum Amount (in \$100 increments)
6 Months	\$200	24 Months	\$1200
12 Months	\$1800	36 Months	\$2300
18 Months	\$1100	48 Months	\$1400
24 Months	\$1200	60 Months	\$2500

Note: If you are a participant in the Pay My Provider program, you must offer the No Interest if Paid in Full within 6 Months financing option. Pay My Provider financing options also include the No Interest if Paid in 12 Months and the 24 Month Reduced APR promotional financing offers. To opt out of the Pay My Provider program, call Provider Services at 800-859-9975.

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VERIFICATION AND REGISTRATION

4 Acknowledgment and Agreement

Check **Agreement** and click **Complete Setup**.

Step 4 Acknowledgement and Agreement

CareCredit Direct is intended to be a direct-to-consumer tool. **Therefore, patients/clients must complete the credit application on their own.** You must provide the applicant with a copy of the latest CareCredit Terms and Conditions (paper application) but you are not required to keep a printed copy of the application on file.

By checking this box, you agree to the above terms of use.

Cancel **Complete Setup**

(For Practice Use Only)

Device Management on CC Pro

- From CC Pro, HQ user selects Manage Devices
- System recognizes HQ MID and presents location dropdown
- HQ user selects HQ MID to manage devices for HQ location, or selects Child MID to manage devices for Child location

Device Administration

Location: [Dropdown]

Status Definitions:

- Registered: Device is in good standing and can submit applications.
- Not Registered: Device is not registered yet.
- Suspended: The device has been suspended by Synchro Financial.

For further assistance, please contact Synchro Financial merchant services.

Select	Device Name	Device Type	Status	Locked
<input type="checkbox"/>		Desktop	Not Registered	N
<input type="checkbox"/>		Mobile (Tablet)	Not Registered	N
<input type="checkbox"/>		Mobile (Tablet)	Not Registered	N
<input type="checkbox"/>		Desktop	Not Registered	Y
<input type="checkbox"/>		Mobile (Phone)	Not Registered	Y
<input type="checkbox"/>		Laptop	Not Registered	N
<input type="checkbox"/>		Laptop	Not Registered	Y
<input type="checkbox"/>	1	Desktop	Not Registered	N
<input type="checkbox"/>		Mobile (Tablet)	Registered	N

[Total]

Edit Selected Device **Delete Selected Devices** **Unlock Selected Devices**

To learn more about How to Apply and How to Transact using CareCredit Direct:
You can download the Job Aids from the CareCredit Learning Center available through CCPro.