



# HEMIC

PROUDLY TAKING CARE OF HAWAII

## HEMIC BILL PAY – FAQs

Sign into HEMIC Bill Pay at [hemic.com/portals](https://hemic.com/portals).

Use this guide to help you register and make payments with HEMIC Bill Pay.

1. [Register an Account](#)
2. [Make a Payment](#)
3. [Set Up AutoPay](#)
4. [Set Up Paperless](#)

## Register an Account

1. Go to HEMIC Bill Pay.
2. Click on “HEMIC Premium”.



[Sign In](#) [Contact Us](#)

### Pay or View Bills

Please select an item to get started.

**HEMIC Premium** >

**EPIC TDI Premium** >

The HEMIC Family of Companies is excited to offer our policyholders a simple and secure way to pay your premium bills online.

#### Pay online



#### Fast and easy

No registration is required for "One Time Pay." The fastest way to pay online and confirm payment.

#### Safe and secure

Your information is kept confidential, secure, and backed by the highest security standards.

#### Eco-friendly

Paying online reduces paper use and is an easy way to help the environment.

#### Need Help?

[EPIC](#)  
Call us at (808) 784-3020  
or email  
[service@employersprotectiveinsurance.com](mailto:service@employersprotectiveinsurance.com).

[HEMIC](#)  
Call us at (808) 208-8360  
or email  
[acctgcs@hemic.com](mailto:acctgcs@hemic.com).

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[Privacy Policy](#)

[Accessibility](#)

Trustwave: [Secure Site](#)

3. Enter your Account Number and Policyholder Name. Then, click the “Search Invoices” button.

The screenshot shows the HEMIC website header with the logo and navigation links 'Sign In' and 'Contact Us'. The main content area is titled 'Please Locate Your Account' and includes a 'Return to previous page' link. Below the title, it says 'HEMIC Premium' and 'Search our files for your invoices using the fields below. Required fields are marked with a \*.' There is a link 'Need help finding your invoice?'. Two input fields are present: 'Account Number' and 'Policyholder Name'. A red arrow points to a dark blue button labeled 'Search Invoices'. On the right side, there is a 'Need Help?' section with contact information for EPIC and HEMIC.

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FAMILY OF COMPANIES  
HIMI | EPIC | FOUNDATION

Sign In Contact Us

◀ Return to previous page

## Please Locate Your Account

**HEMIC Premium**  
Search our files for your invoices using the fields below. Required fields are marked with a \*.

[Need help finding your invoice?](#)

**Account Number \*** **Policyholder Name \***

Account Number Policyholder Name

Search Invoices

**Need Help?**

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[acctgcs@hemic.com](mailto:acctgcs@hemic.com)

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4. Outstanding invoices for the account you entered will appear on the Search Results page.

5. Select an invoice, then click “Register Selected Invoices”.

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Sign In Contact Us

◀ Return to previous page

## Search Results

Please review your results below and select invoices to Pay. Click [here](#) if you would like to search again.  
[Need help finding your invoice?](#)

| <input type="checkbox"/> | Invoice Number | Account Number | Policyholder Name        | Due Date | Remaining Balance | Invoice Balance Due |                                                               |
|--------------------------|----------------|----------------|--------------------------|----------|-------------------|---------------------|---------------------------------------------------------------|
| <input type="checkbox"/> | 104128435      | 3000002843     | Oialani Senior Care, LLC | 9/2/2025 | (\$1,256.70)      | \$114.85            | <a href="#">Related Invoices</a><br><a href="#">Remind Me</a> |

[+ Add Selected Invoices to Your Cart](#) | [Register Selected Invoices](#)

**Need Help?**  
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or email [service@employersprotectiveinsurance.com](mailto:service@employersprotectiveinsurance.com).  
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or email [acctgcs@hemic.com](mailto:acctgcs@hemic.com).

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6. Under the Register page, your Account Number and Email Address will auto-populate. You will need to create and confirm a password for your account.
7. The checkbox for Paperless will be selected. Uncheck the box if you do not wish to enroll in Paperless.

8. Then, click the “Complete Registration” button.



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**HEMIC**  
Call us at (808) 208-8360  
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[← Return to previous page](#)  

## Register

Please fill out this form to complete your registration. All required fields are marked with a \*.  
[Click here for information on linking accounts together.](#)

**Account Number \***

**Email Address \***

**Confirm Email Address \***

**Create Password \***

**Confirm Password \***

☒  I would like to sign up for Paperless

I understand that at any time, I can print out my bill and/or decide to receive paper bills by editing my online profile.  
Please select the Invoice Types on the right you wish to go Paperless for.

☒ HEMIC Premium

In order to complete your enrollment, you must verify receipt of the *Paperless Registration Information* email  
which will be sent to your email address on record for each Invoice Type selected.

Registrant hereby acknowledges that he or she is the valid, authorized signatory for this account with full responsibility for decisions  
related to this account.  
[Click to view Terms and Conditions](#) 

**Complete Registration >** 

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9. You will then be taken to the Your Account Homepage. Whether it says Enrolled or Not Enrolled next to Paperless is dependent on your selection from the previous screen.

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Home My Account My Profile Support Sign Out

### Your Account At A Glance

**I Want To...**

[Pay My Invoices](#)

[Manage My Policies](#)

**AutoPay** Not Enrolled

**Paperless** Enrolled

**Pay By Text** Not Enrolled

**Recent Open Invoices**

| Invoice Date | Due On   | Balance Due |
|--------------|----------|-------------|
| 8/15/2025    | 9/2/2025 | \$114.85    |

**Recent Closed Invoices**

| Invoice Date | Account #  |
|--------------|------------|
| 6/30/2025    | 3000002843 |

**Recent Payments**

No History Available

**Upcoming Scheduled Payments**

No History Available

**Need Help?**

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## Make a Payment:

1. Go to HEMIC Bill Pay.
2. Click on “HEMIC Premium”.



[Sign In](#) [Contact Us](#)

### Pay or View Bills

Please select an item to get started.

[HEMIC Premium >](#)

[EPIC TDI Premium >](#)

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3. Enter your Account Number and Policyholder Name. Then, click on the “Search Invoices” button.

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HEMIC  
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or email  
[acctgcs@hemic.com](mailto:acctgcs@hemic.com)

Return to previous page

## Please Locate Your Account

**HEMIC Premium**  
Search our files for your invoices using the fields below. Required fields are marked with a \*.

[Need help finding your invoice?](#)

**Account Number \*** **Policyholder Name \***

Account Number Policyholder Name

Search Invoices

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4. Outstanding invoices for the account will appear on the Search Results page.

5. Select the invoice that you are planning to pay, then click on “+Add Selected Invoices to Your Cart”.

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[Return to previous page](#)

## Search Results

Please review your results below and select invoices to Pay. Click [here](#) if you would like to search again.  
[Need help finding your invoice?](#)

| <input checked="" type="checkbox"/> | Invoice Number | Account Number | Policyholder Name        | Due Date | Remaining Balance | Invoice Balance Due |                                                               |
|-------------------------------------|----------------|----------------|--------------------------|----------|-------------------|---------------------|---------------------------------------------------------------|
| <input checked="" type="checkbox"/> | 104128435      | 3000002843     | Olalani Senior Care, LLC | 9/2/2025 | (\$1,256.70)      | \$114.85            | <a href="#">Related Invoices</a><br><a href="#">Remind Me</a> |

**+ Add Selected Invoices to Your Cart** | [Register Selected Invoices](#)

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6. Review the invoice and payment amount under the “Please review your selection” screen.

7. Once you have confirmed the payment amount is correct, click the “Proceed to Payment” button.
- 8.

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### Please review your selection

Please confirm your selections below. Click on Proceed to Payment when you are ready to pay.

Type - HEMIC Premium

| Type          | Invoice Number | Policy Number | Due Date | Invoice Balance Due | Options |
|---------------|----------------|---------------|----------|---------------------|---------|
| HEMIC Premium | 104128435      | 3000002843    | 9/2/2025 | \$114.85            |         |

**Subtotal (1 Items) \$114.85**  
*Not including any applicable service fees.*

 **Proceed to Payment >**

**Additional Options**

[I Want To Find More Invoices](#)

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[acctgcs@hemic.com](mailto:acctgcs@hemic.com)

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9. Select the payment method that you prefer to pay by: 1) Credit/Debit Card, or 2) EFT Check.
10. Select if you would like to: 1) Pay Full Invoice, or 2) Pay Other Amount.

11. Then, click the “Continue to Payment Information” button.

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Payment Options    Payment Information    Review Payment

### How would you like to pay?

Available Payment Methods

Credit/Debit Card

### How much would you like to pay?

☒ Pay Full Invoice \$114.85

☐ Pay Other Amount

[Continue to Payment Information >](#)

| Payment Summary |                 |
|-----------------|-----------------|
| Invoice #       | Amount          |
| 104128435       | \$114.85        |
| <hr/>           |                 |
| Subtotal        | \$114.85        |
| Service Fee*    | + \$4.54        |
| <hr/>           |                 |
| <b>Total</b>    | <b>\$119.39</b> |

[\\*Fees Disclosure](#)

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12. Enter your payment information and then click the “Continue to Review Payment” button.

13. If you selected Credit/Debit Card as your payment option, the following screen will appear to enter your payment information:



[Contact Us](#)

[Payment Options](#) | **[Payment Information](#)** | [Review Payment](#)

### Please enter your card information

Asterisks (\*) indicate required fields.

**Cardholder Name \***

**Card Number \*** **CVV \*** ⓘ

**Expiration Date**  
**Month \*** **Year \***

**Billing Address \***

**Country \***

**City \*** **State \*** **Zip \***

**Email \***

[Continue to Review Payment >](#) | [Go back to Payment Options](#)

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| Payment Summary  |                 |
|------------------|-----------------|
| <b>Invoice #</b> | <b>Amount</b>   |
| 104128435        | \$114.85        |
| <hr/>            |                 |
| Subtotal         | \$114.85        |
| Service Fee*     | + \$4.54        |
| <hr/>            |                 |
| <b>Total</b>     | <b>\$119.39</b> |

[\\*Fees Disclosure](#)

14. If you selected EFT Check as your payment option, the following screen will appear to enter your bank information:



[Contact Us](#)

Payment Options

Payment Information

Review Payment

Please enter your bank information

Please fill out all fields below and click Continue to Review Payment to save your information.  
[Need help filling out this information?](#)

Asterisks (\*) indicate required fields.

Bank Account Holder's Name \*

Olalani Senior Care, LLC

Account Type \*

Select One

Routing # \*

Routing #

Bank Account # \*

Account #

Re-enter Bank Account # \*

Re-enter Account #

Check Number (Optional)

Check #

Billing Address \*

45-217A William Henry Road

Country \*

United States

City \*

Kaneohe

State \*

Hawaii

Zip \*

96744

Email \*

Email Address

Continue to Review Payment

Go back to Payment Options

Payment Summary

| Invoice #    | Amount          |
|--------------|-----------------|
| 104128435    | \$114.85        |
| Subtotal     | \$114.85        |
| Service Fee* | + \$0.00        |
| <b>Total</b> | <b>\$114.85</b> |

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15. Once you enter and submit your payment information, review the payment information and total. If correct, click the “I agree to the Invoice Cloud Terms and Conditions” box. Then, click the “Process Payment” button.

Contact Us

Payment Options

Payment Information

Review Payment

Review your information

Your Credit/Debit Card 

Olalani Senior Care, LLC

XXXXXXXXXXXX1111

1 / 2026



Billing Address

45-217A William Henry Road

Kaneohe, HI

96744

ICtest@hemic.com

Payment Summary

| Invoice #    | Amount          |
|--------------|-----------------|
| 104128435    | \$114.85        |
| Subtotal     | \$114.85        |
| Service Fee* | + \$4.54        |
| <b>Total</b> | <b>\$119.39</b> |

☐ I agree to the [Invoice Cloud Terms and Conditions](#).

Process Payment \$119.39 >

[\\*Fees Disclosure](#)

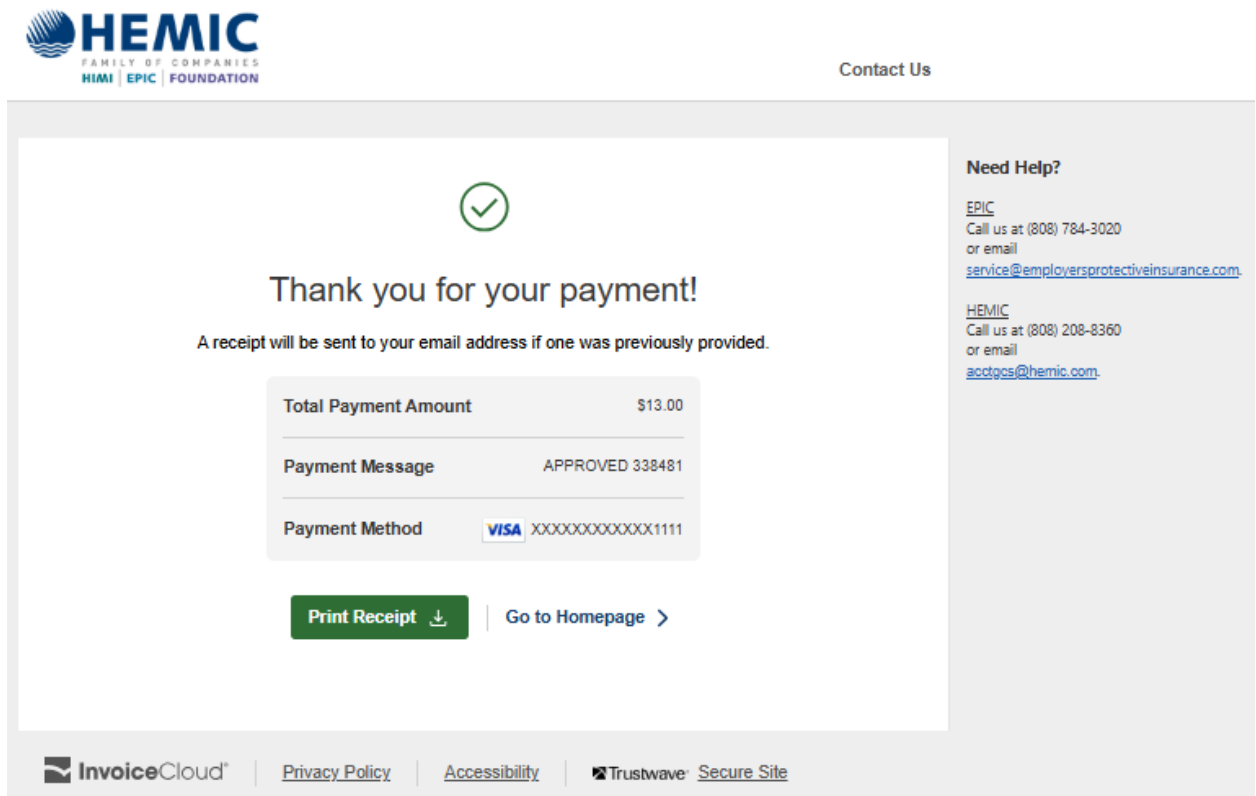
 InvoiceCloud®

[Privacy Policy](#)

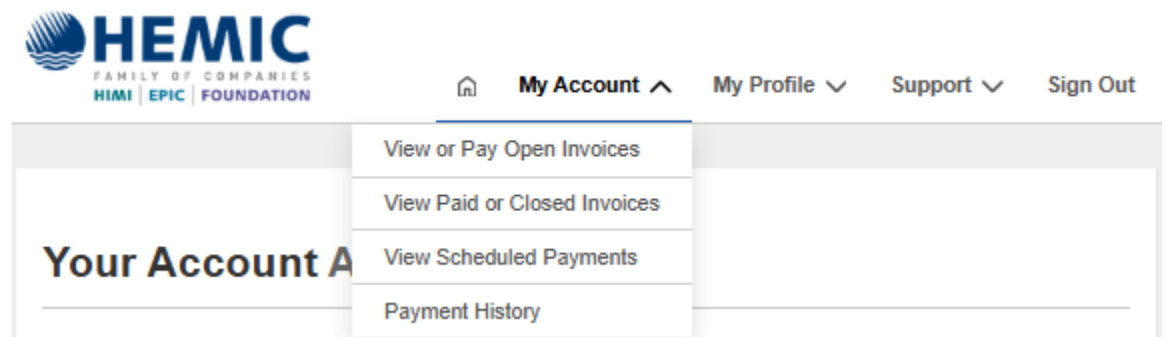
[Accessibility](#)

 Trustwave® [Secure Site](#)

16. If the payment is successfully processed, you will see a payment confirmation screen where you can print your receipt.



17. You can also view all payments that have been made for the account under “My Account”. Go to My Account > Payment History.



18. The Payment History will list all payments that have been made for the account:

- a. When a Debit/Credit Card payment method was used for payment, you will see 2 separate payments: one for the invoice amount and another for the 3.95% fee for using a Debit/Credit Card.



My Account ▾My Profile ▾Support ▾Sign Out

### Payment History

+ Filters

| Date/Time Paid (CST) | Summary                                                                                                                                                                             | Amount  | Fee    | Total   |
|----------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------|--------|---------|
| 9/3/2025 7:26 PM     |  ending in 1111 <span>Approved</span><br>APPROVED 338481<br>Account #3000103<br>Invoice #104128435 | \$10.00 | \$0.00 | \$10.00 |
| 9/3/2025 7:26 PM     |  ending in 1111 <span>Approved</span><br>APPROVED 225764<br>Account #3000103<br>Invoice #104128435 | \$0.00  | \$3.00 | \$3.00  |

#### Need Help?

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## Set up AutoPay:

1. Register for an account: follow the [Register an Account](#) instructions.
2. On your Account homepage, it will show the current status of AutoPay as “Not Enrolled”. To enroll in AutoPay, click on AutoPay.

The screenshot shows the HEMIC account homepage. The top navigation bar includes the HEMIC logo, a home icon, and links for 'My Account', 'My Profile', 'Support', and 'Sign Out'. The main content area is titled 'Your Account At A Glance'. On the left, under 'I Want To...', there are buttons for 'Pay My Invoices' and 'Manage My Policies'. On the right, a table shows the status of various services: AutoPay (Not Enrolled), Paperless (Enrolled), and Pay By Text (Not Enrolled). A red arrow points to the 'AutoPay' row. Below this, there are sections for 'Recent Open Invoices', 'Recent Closed Invoices', 'Recent Payments', and 'Upcoming Scheduled Payments'. The footer includes logos for InvoiceCloud, Trustwave, and links to Privacy Policy, Accessibility, and Secure Site.

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Home My Account My Profile Support Sign Out

### Your Account At A Glance

**I Want To...**

[Pay My Invoices](#)

[Manage My Policies](#)

|                    |              |                   |
|--------------------|--------------|-------------------|
| <b>AutoPay</b>     | Not Enrolled | <a href="#">➤</a> |
| <b>Paperless</b>   | Enrolled     | <a href="#">➤</a> |
| <b>Pay By Text</b> | Not Enrolled | <a href="#">➤</a> |

**Recent Open Invoices**

| Invoice Date | Due On   | Balance Due |
|--------------|----------|-------------|
| 8/15/2025    | 9/2/2025 | \$114.85    |

**Recent Closed Invoices**

| Invoice Date | Account #  |
|--------------|------------|
| 6/30/2025    | 3000002843 |

**Recent Payments**

No History Available

**Upcoming Scheduled Payments**

No History Available

**Need Help?**

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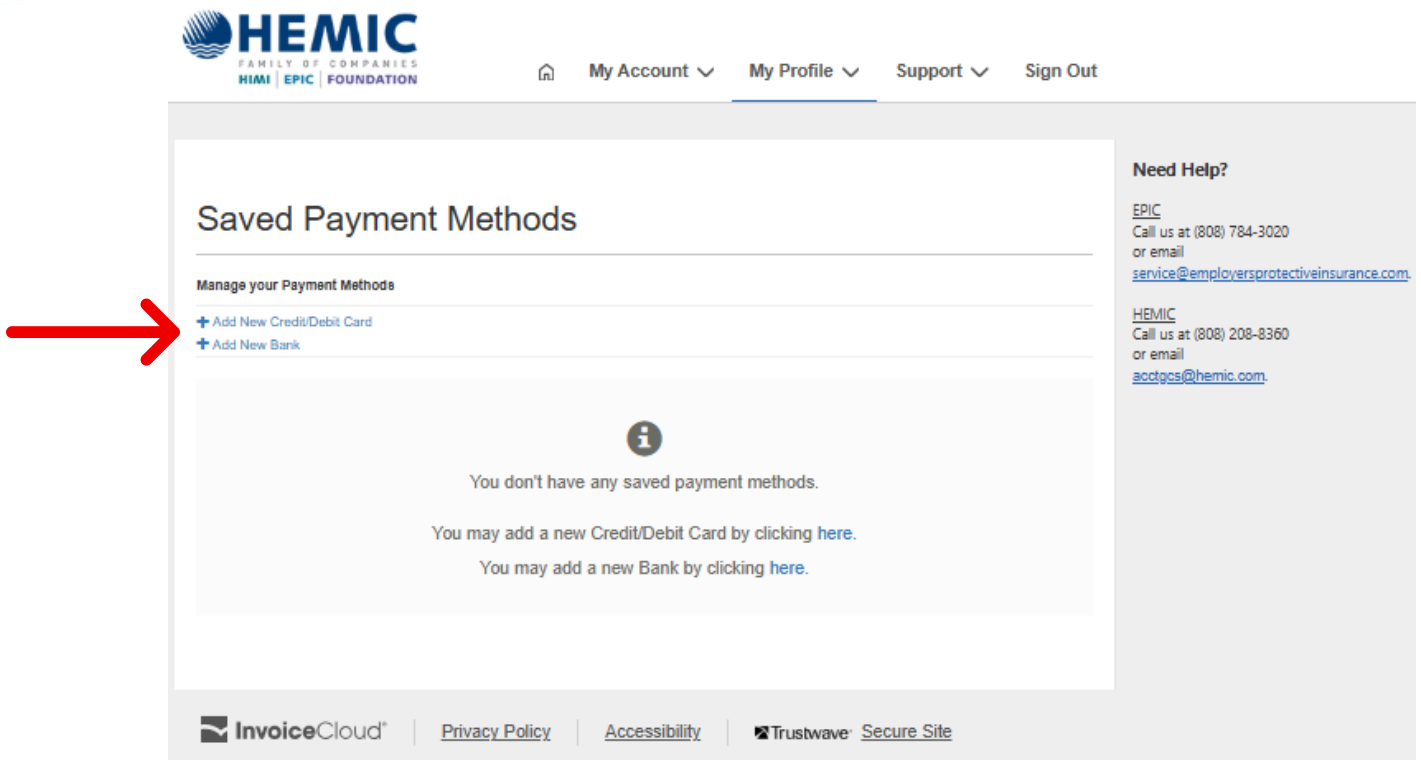
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### 3. Payment Method

- a. If you have a payment method already saved to your account, skip to step #5.
- b. If you do not have a payment method saved to your account, you will see the message, “Please add a new Payment Method before signing up for AutoPay by clicking here”. Click that message to add a payment method.

The screenshot displays the HEMIC AutoPay setup interface. At the top, the HEMIC logo is visible alongside navigation links: Home, My Account, My Profile, Support, and Sign Out. The main heading is 'AutoPay'. Below this, there are links for 'Manage', 'View Fees Disclosure', and a paragraph explaining the benefits of AutoPay. A red arrow points to a message that says: 'Please add a new Payment Method before signing up for AutoPay by clicking here.' Below this message is a box with an information icon and the text 'You are not set up on AutoPay.' On the right side, there is a 'Need Help?' section with contact information for EPIC and HEMIC. The footer includes logos for InvoiceCloud, Privacy Policy, Accessibility, and Trustwave Secure Site.

- c. You can choose between: 1) Add New Credit/Debit Card, and 2) Add New Bank (for EFT payments).



- d. After your selection, enter your payment information and select the “Make this my default payment method” check box.

If you selected New Credit/Debit Card, the screen below will appear. After entering your information, click the “Save Credit/Debit Card Information” button.



[Home](#) [My Account](#) [My Profile](#) [Support](#) [Sign Out](#)

[Return to previous page](#)

## New Credit/Debit Card

Please fill out all fields below and click Save Credit/Debit Card Information to save your information. [Need more information?](#)

Asterisks (\*) indicate required fields.



**Credit/Debit Card Number \***

Card Number

**Expiration Date**

**Month \***

Select Month

**Year \***

Select Year

**Billing Name \***

Olalani Senior Care, LLC

**Billing Address \***

45-217A William Henry Road

**Country**

United States

**Billing City \***

Kaneohe

**State \***

Hawaii

**Zip \***

96744

☐ **Make this my default payment method**  
Auto-select for one-time payments and new AutoPay enrollments

[Save Credit/Debit Card Information](#)

**Need Help?**

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or email  
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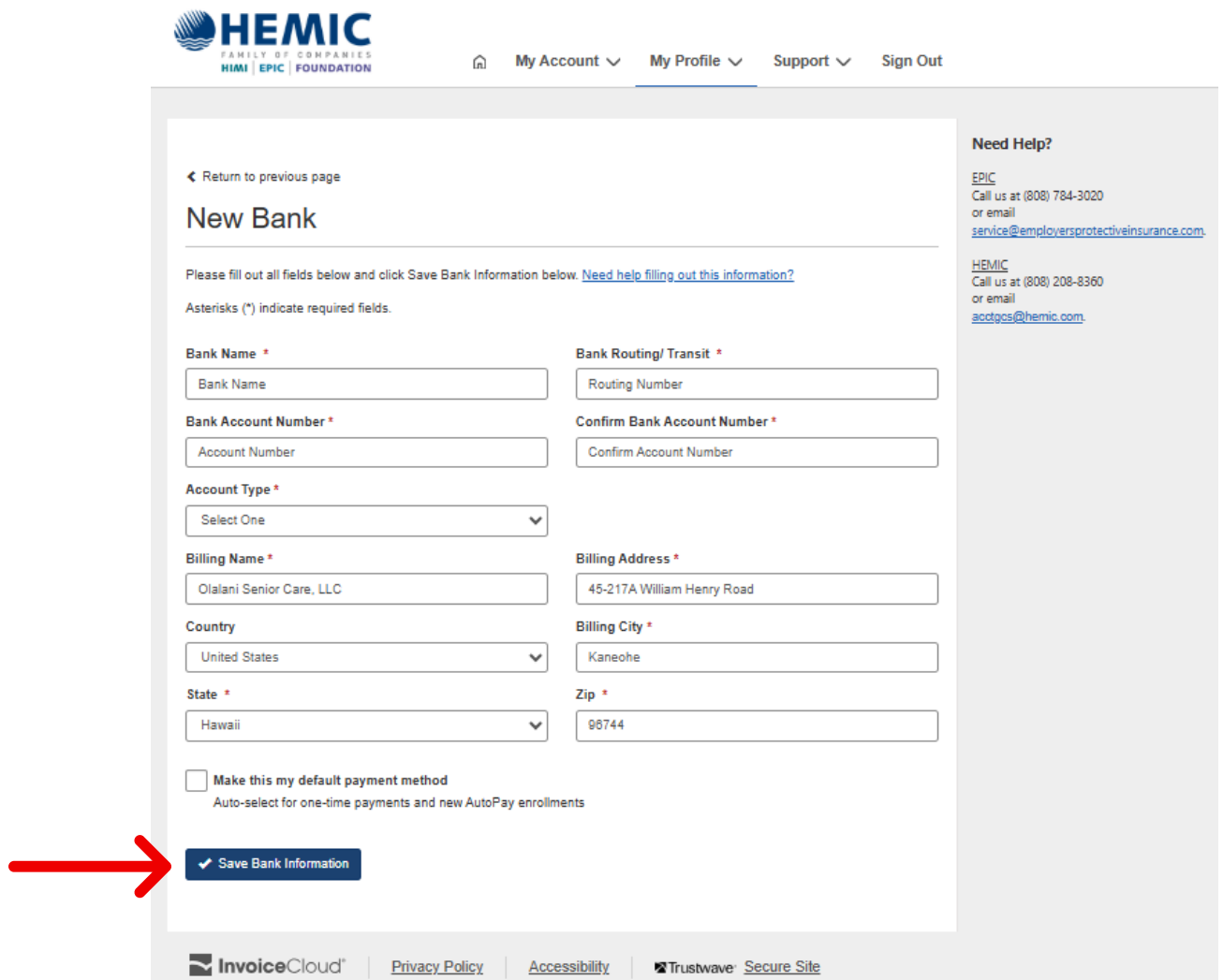
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PROUDLY TAKING CARE OF HAWAII

Page 20

If you selected Add New Bank, the screen below will appear. After entering your bank information, click the “Save Bank Information” button.



The screenshot shows the HEMIC 'New Bank' form. At the top left is the HEMIC logo with the text 'FAMILY OF COMPANIES HIMA | EPIC | FOUNDATION'. To the right are navigation links: Home, My Account, My Profile, Support, and Sign Out. The main heading is 'New Bank' with a link to 'Return to previous page'. Below the heading is a note: 'Please fill out all fields below and click Save Bank Information below. [Need help filling out this information?](#)' and a note about asterisks indicating required fields. The form contains several input fields: Bank Name, Bank Account Number, Account Type (dropdown), Billing Name, Country, State, Bank Routing/ Transit, Confirm Bank Account Number, Billing Address, Billing City, and Zip. A checkbox for 'Make this my default payment method' is also present. At the bottom, a red arrow points to the 'Save Bank Information' button. The footer includes logos for InvoiceCloud, Trustwave, and links to Privacy Policy, Accessibility, and Secure Site.

Return to previous page

## New Bank

Please fill out all fields below and click Save Bank Information below. [Need help filling out this information?](#)

Asterisks (\*) indicate required fields.

|                                                       |                                                         |
|-------------------------------------------------------|---------------------------------------------------------|
| <b>Bank Name *</b>                                    | <b>Bank Routing/ Transit *</b>                          |
| <input type="text" value="Bank Name"/>                | <input type="text" value="Routing Number"/>             |
| <b>Bank Account Number *</b>                          | <b>Confirm Bank Account Number *</b>                    |
| <input type="text" value="Account Number"/>           | <input type="text" value="Confirm Account Number"/>     |
| <b>Account Type *</b>                                 |                                                         |
| <input type="text" value="Select One"/>               |                                                         |
| <b>Billing Name *</b>                                 | <b>Billing Address *</b>                                |
| <input type="text" value="Olalani Senior Care, LLC"/> | <input type="text" value="45-217A William Henry Road"/> |
| <b>Country</b>                                        | <b>Billing City *</b>                                   |
| <input type="text" value="United States"/>            | <input type="text" value="Kaneohe"/>                    |
| <b>State *</b>                                        | <b>Zip *</b>                                            |
| <input type="text" value="Hawaii"/>                   | <input type="text" value="96744"/>                      |

☐ Make this my default payment method  
Auto-select for one-time payments and new AutoPay enrollments

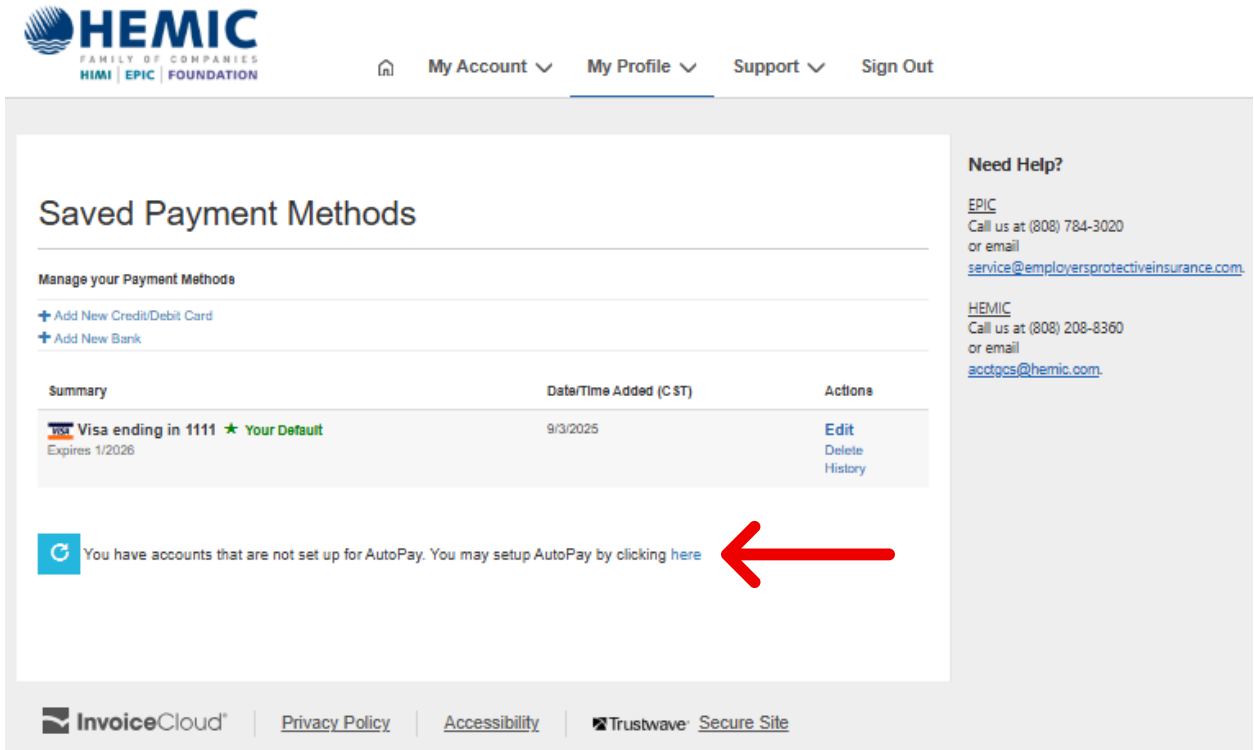
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**HEMIC**  
Call us at (808) 208-8360  
or email  
[acctgcs@hemic.com](mailto:acctgcs@hemic.com)

- e. Next, you will be taken to the Saved Payment Methods screen where you will see the payment method you just entered. At the bottom, you will see the message, “You have accounts that are not set up for AutoPay. You may setup AutoPay by clicking here.” Click the word “here” at the end of that message to continue setting up AutoPay.



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HIAI | EPIC | FOUNDATION

My Account ▾ My Profile ▾ Support ▾ Sign Out

## Saved Payment Methods

Manage your Payment Methods

- + Add New Credit/Debit Card
- + Add New Bank

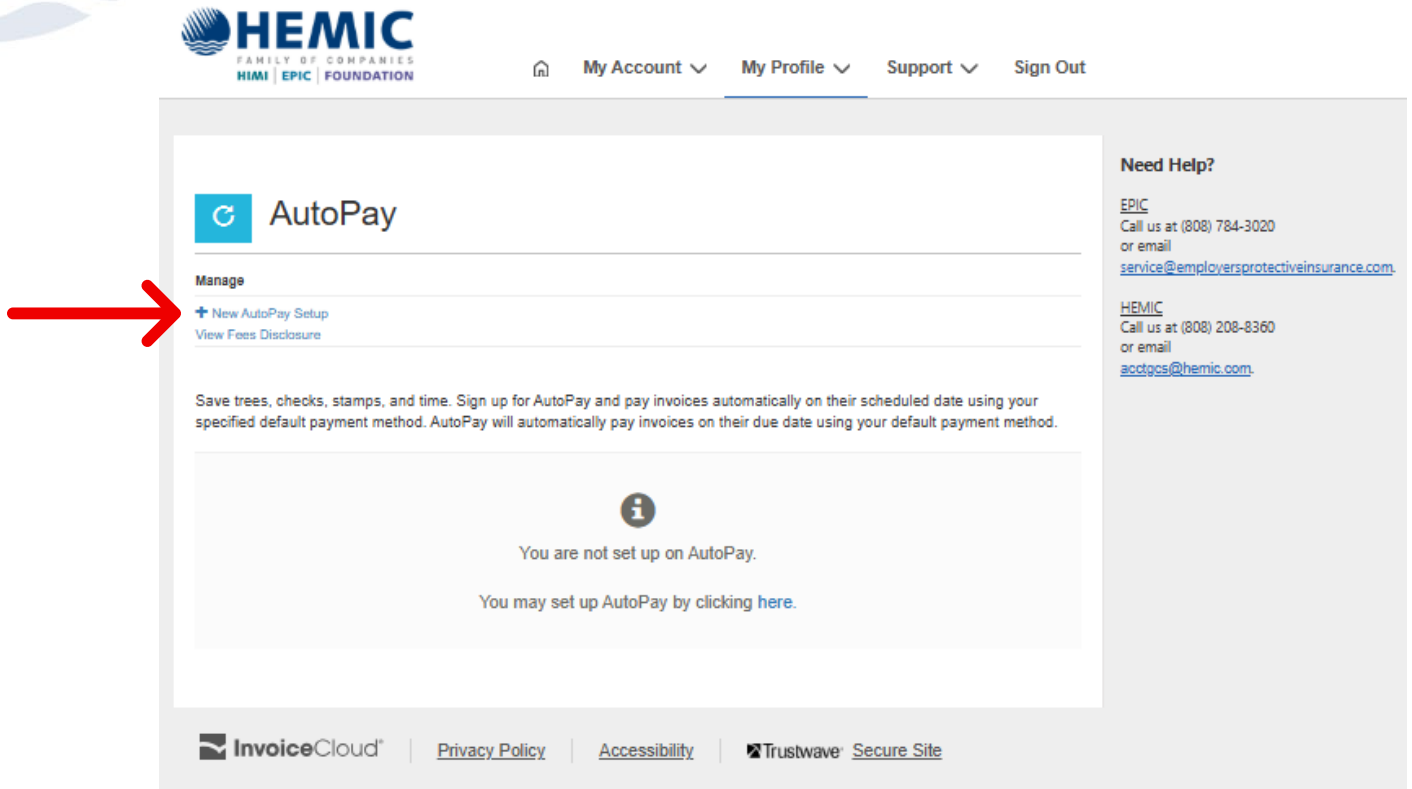
| Summary                                                                                                                                | Date/Time Added (CST) | Actions                                                                   |
|----------------------------------------------------------------------------------------------------------------------------------------|-----------------------|---------------------------------------------------------------------------|
|  Visa ending in 1111 ★ Your Default<br>Expires 1/2026 | 9/3/2025              | <a href="#">Edit</a><br><a href="#">Delete</a><br><a href="#">History</a> |

 You have accounts that are not set up for AutoPay. You may setup AutoPay by clicking [here](#)

**Need Help?**  
**EPIC**  
Call us at (808) 784-3020  
or email [service@employersprotectiveinsurance.com](mailto:service@employersprotectiveinsurance.com)  
**HEMIC**  
Call us at (808) 208-8360  
or email [acctgcs@hemic.com](mailto:acctgcs@hemic.com)

 InvoiceCloud® | [Privacy Policy](#) | [Accessibility](#) |  Trustwave: [Secure Site](#)

4. Click on the “+New AutoPay Setup” button.



The screenshot shows the HEMIC website's AutoPay setup page. At the top, the HEMIC logo is displayed with the tagline 'FAMILY OF COMPANIES HIMI | EPIC | FOUNDATION'. Navigation links include 'My Account', 'My Profile', 'Support', and 'Sign Out'. The main content area is titled 'AutoPay' and features a 'Manage' section with a red arrow pointing to the '+ New AutoPay Setup' button. Below this, there is a 'View Fees Disclosure' link. A message states: 'Save trees, checks, stamps, and time. Sign up for AutoPay and pay invoices automatically on their scheduled date using your specified default payment method. AutoPay will automatically pay invoices on their due date using your default payment method.' A large information icon is followed by the text: 'You are not set up on AutoPay. You may set up AutoPay by clicking [here](#).' The footer includes 'InvoiceCloud', 'Privacy Policy', 'Accessibility', and 'Trustwave Secure Site'.

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My Account My Profile Support Sign Out

**AutoPay**

**Manage**

+ New AutoPay Setup  
View Fees Disclosure

Save trees, checks, stamps, and time. Sign up for AutoPay and pay invoices automatically on their scheduled date using your specified default payment method. AutoPay will automatically pay invoices on their due date using your default payment method.

**i**

You are not set up on AutoPay.  
You may set up AutoPay by clicking [here](#).

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**HEMIC**  
Call us at (808) 208-8360  
or email  
[acctgcs@hemic.com](mailto:acctgcs@hemic.com)

5. The New AutoPay Setup screen will auto-populate with your Account, Invoice Type and Default Payment Method information.
6. Select “Yes, put me on AutoPay. By enabling AutoPay, I agree to the Invoice Cloud Terms and Conditions” as the AutoPay Status.
7. Then, click on the “Save this AutoPay Setup” button.

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Home My Account My Profile Support Sign Out

[Return to previous page](#)

## New AutoPay Setup

Registering for AutoPay will void any prior scheduled payments. In order to prevent duplicate transactions, any scheduled payments which are pending for this account will be cancelled. AutoPay will then pay invoices on their due date using your default payment method.

Select an Account \* Invoice Type \*

#3000103 - Olalani Senior Care, LLC HEMIC Premium

Use this payment method \*

Visa ending in 1111

AutoPay Status \*

☒ Yes, put me on AutoPay. By enabling AutoPay, I agree to the [Invoice Cloud Terms and Conditions](#).

☐ No, I do not want AutoPay

Standard service fees may be applied if applicable. Please view our [Fees Disclosure](#) for more information.

☒ Save this AutoPay Setup

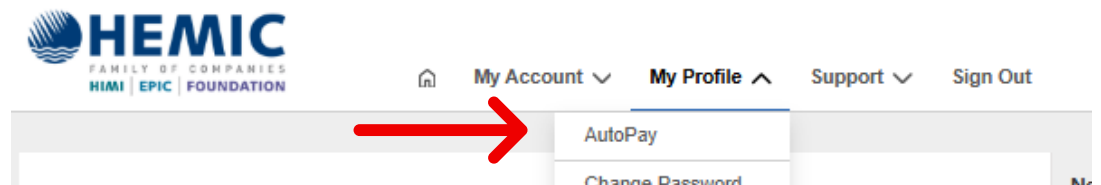
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[acctgcs@hemic.com](mailto:acctgcs@hemic.com)

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8. To verify that the account is now set up for AutoPay, you can check under My Profile > AutoPay.



9. The AutoPay screen will show the status as “Signed Up”.

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My Account My Profile Support Sign Out

## AutoPay

**Manage**

[View Fees Disclosure](#)

Save trees, checks, stamps, and time. Sign up for AutoPay and pay invoices automatically on their scheduled date using your specified default payment method. AutoPay will automatically pay invoices on their due date using your default payment method.

|            |               | status    | Payment Method   | Actions              |
|------------|---------------|-----------|------------------|----------------------|
| 3000002843 | HEMIC Premium | Signed Up | XXXXXXXXXXXX1111 | <a href="#">Edit</a> |

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10. Your Homepage will also now show your AutoPay status as Enrolled.

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My Account My Profile Support Sign Out

## Your Account At A Glance

**I Want To...**

[Pay My Invoices](#)

[Manage My Policies](#)

**AutoPay** ✓ Enrolled

**Paperless** ✓ Enrolled

**Pay By Text** ✗ Not Enrolled

**Recent Open Invoices**

| Invoice Date | Due On   | Balance Due |
|--------------|----------|-------------|
| 8/15/2025    | 9/2/2025 | \$114.85    |

**Recent Closed Invoices**

| Invoice Date | Account #  |
|--------------|------------|
| 6/30/2025    | 3000002843 |

**Recent Payments**

No History Available

**Upcoming Scheduled Payments**

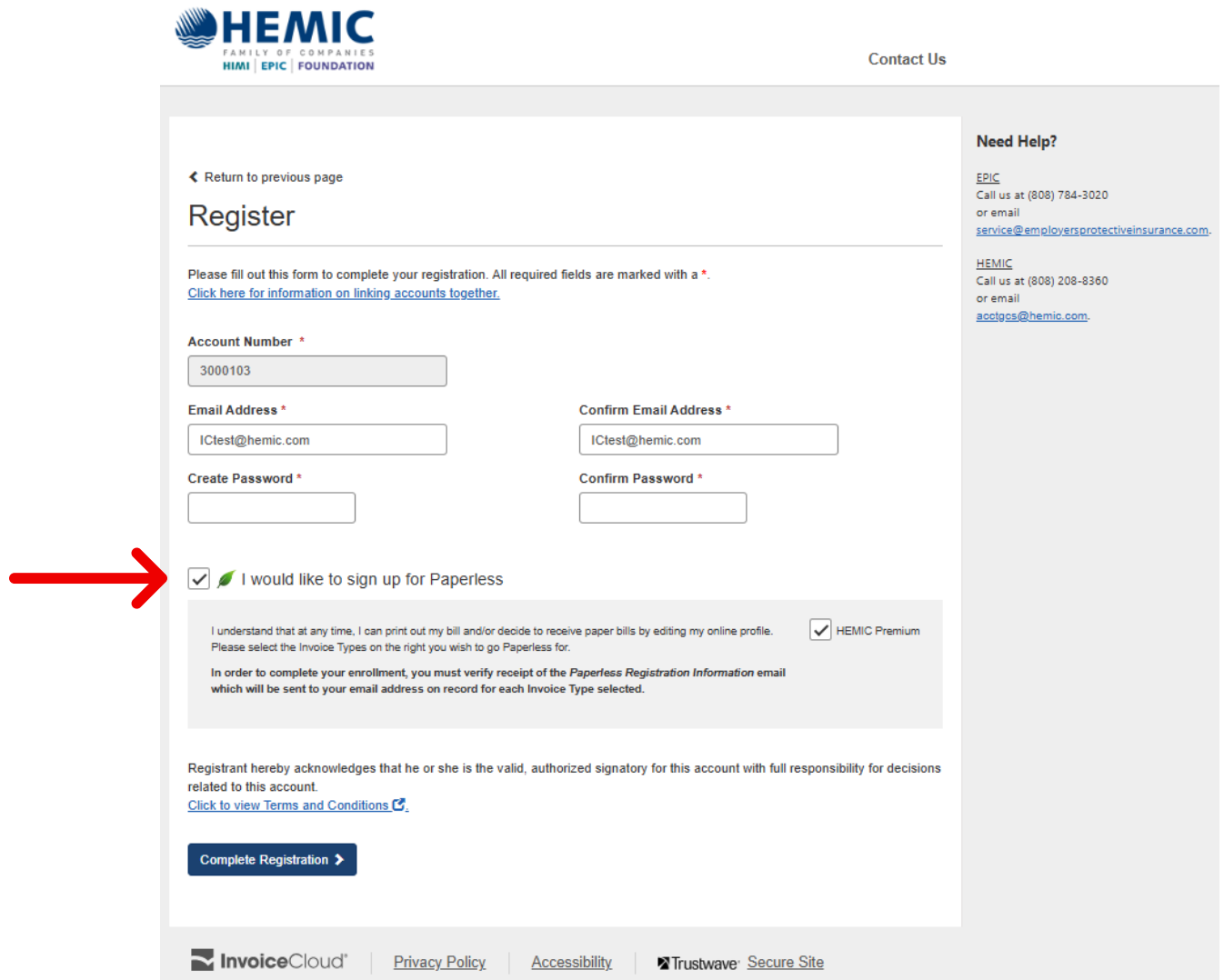
No History Available

InvoiceCloud Privacy Policy Accessibility Trustwave Secure Site

## Set Up Paperless:

There are two ways to set up Paperless delivery:

1. During Account Registration: When registering for an account, there is a checkbox option to select “I would like to sign up for Paperless”.



The screenshot shows the HEMIC registration page. At the top left is the HEMIC logo with the tagline 'FAMILY OF COMPANIES' and 'HIMI | EPIC | FOUNDATION'. At the top right is a 'Contact Us' link. The main heading is 'Register' with a link to 'Return to previous page'. Below the heading, there is a note: 'Please fill out this form to complete your registration. All required fields are marked with a \*.' and a link: 'Click here for information on linking accounts together.' The form fields include: 'Account Number \*' (3000103), 'Email Address \*' (ICtest@hemic.com), 'Confirm Email Address \*' (ICtest@hemic.com), 'Create Password \*', and 'Confirm Password \*'. A red arrow points to the checkbox labeled 'I would like to sign up for Paperless'. Below this, there is a section with a disclaimer: 'I understand that at any time, I can print out my bill and/or decide to receive paper bills by editing my online profile. Please select the Invoice Types on the right you wish to go Paperless for.' and a checkbox for 'HEMIC Premium'. Below this, there is a note: 'In order to complete your enrollment, you must verify receipt of the Paperless Registration Information email which will be sent to your email address on record for each Invoice Type selected.' At the bottom, there is a link to 'Click to view Terms and Conditions' and a 'Complete Registration' button. The footer includes logos for InvoiceCloud, Privacy Policy, Accessibility, Trustwave, and Secure Site.

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Contact Us

Need Help?  
EPIC  
Call us at (808) 784-3020  
or email  
[service@employersprotectiveinsurance.com](mailto:service@employersprotectiveinsurance.com)  
HEMIC  
Call us at (808) 208-8360  
or email  
[acctops@hemic.com](mailto:acctops@hemic.com)

← Return to previous page

### Register

Please fill out this form to complete your registration. All required fields are marked with a \*.  
[Click here for information on linking accounts together.](#)

Account Number \*  
3000103

Email Address \*  
ICtest@hemic.com

Confirm Email Address \*  
ICtest@hemic.com

Create Password \*

Confirm Password \*

☒ I would like to sign up for Paperless

I understand that at any time, I can print out my bill and/or decide to receive paper bills by editing my online profile. Please select the Invoice Types on the right you wish to go Paperless for. ☒ HEMIC Premium

In order to complete your enrollment, you must verify receipt of the *Paperless Registration Information* email which will be sent to your email address on record for each Invoice Type selected.

Registrant hereby acknowledges that he or she is the valid, authorized signatory for this account with full responsibility for decisions related to this account.  
[Click to view Terms and Conditions](#)

Complete Registration >

InvoiceCloud\* | [Privacy Policy](#) | [Accessibility](#) | [Trustwave](#) Secure Site

2. After Account Registration: Go to Your Account Homepage. Your status for Paperless will show as Not Enrolled. Click on the Paperless arrow.

The screenshot shows the HEMIC account homepage. At the top, the HEMIC logo is on the left, and navigation links for 'My Account', 'My Profile', 'Support', and 'Sign Out' are on the right. The main heading is 'Your Account At A Glance'. Below this, there's a section 'I Want To...' with a 'Pay My Invoices' button and a 'Manage My Policies' link. To the right of this section is a table of payment options:

| Payment Method | Status       | Action |
|----------------|--------------|--------|
| AutoPay        | Not Enrolled | >      |
| Paperless      | Not Enrolled | >      |
| Pay By Text    | Not Enrolled | >      |

A red arrow points from the 'Pay My Invoices' button to the 'Paperless' button. Below the 'I Want To...' section are four boxes: 'Recent Open Invoices', 'Recent Closed Invoices', 'Recent Payments', and 'Upcoming Scheduled Payments'. The 'Recent Open Invoices' box contains a table:

| Invoice Date | Due On   | Balance Due |
|--------------|----------|-------------|
| 8/15/2025    | 9/2/2025 | \$617.50    |

The other three boxes show 'No History Available'. On the right side of the page, there's a 'Need Help?' section with contact information for EPIC and HEMIC.

**Need Help?**  
EPIC  
Call us at (808) 784-3020  
or email [service@employersprotectiveinsurance.com](mailto:service@employersprotectiveinsurance.com)  
HEMIC  
Call us at (808) 208-8360  
or email [acctgcs@hemic.com](mailto:acctgcs@hemic.com)

At the bottom, there are logos for InvoiceCloud, Privacy Policy, Accessibility, and Trustwave Secure Site.

- a. On the Paperless screen, select the “Enroll” checkbox next to the account that you would like to enroll in Paperless.
- b. Click the checkbox for “By enabling Paperless, I agree to the Invoice Cloud Terms and Conditions”.
- c. Then, click the “Save my changes” button.

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My Account My Profile Support Sign Out

### Paperless

Going Paperless saves time and money by eliminating the paper printing and mailing of invoices and payments.

⚠ Changes to paperless settings will affect all users on the account.

| Account #  | Type          | Status        | Enroll in Paperless             |
|------------|---------------|---------------|---------------------------------|
| 3000000009 | HEMIC Premium | Not Paperless | <input type="checkbox"/> Enroll |

☐ By enabling Paperless, I agree to the [Invoice Cloud Terms and Conditions](#).

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or email [service@employersprotectiveinsurance.com](mailto:service@employersprotectiveinsurance.com)  
HEMIC  
Call us at (808) 208-8360  
or email [acctgcs@hemic.com](mailto:acctgcs@hemic.com)

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3. To validate that your account is now signed up for Paperless:
  - a. Under My Profile > Paperless, your status will now show as “Enroll”.

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My Account My Profile Support Sign Out

### Paperless

Going Paperless saves time and money by eliminating the paper printing and mailing of invoices and payments.

⚠ Changes to paperless settings will affect all users on the account.

| Account #  | Type          | Status    | Enroll in Paperless                        |
|------------|---------------|-----------|--------------------------------------------|
| 3000000009 | HEMIC Premium | Paperless | <input checked="" type="checkbox"/> Enroll |

☐ By enabling Paperless, I agree to the [Invoice Cloud Terms and Conditions](#).

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Call us at (808) 784-3020  
or email [service@employersprotectiveinsurance.com](mailto:service@employersprotectiveinsurance.com)  
HEMIC  
Call us at (808) 208-8360  
or email [acctgcs@hemic.com](mailto:acctgcs@hemic.com)

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- b. The homepage will now show your Paperless status as Enrolled.

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Home My Account My Profile Support Sign Out

### Your Account At A Glance

**I Want To...**

[Pay My Invoices](#)

[Manage My Policies](#)

**AutoPay** ☐ Not Enrolled

**Paperless** ☒ Enrolled

**Pay By Text** ☐ Not Enrolled

**Recent Open Invoices**

| Invoice Date | Due On   | Balance Due |
|--------------|----------|-------------|
| 8/15/2025    | 9/2/2025 | \$617.50    |

**Recent Closed Invoices**

No History Available

**Recent Payments**

No History Available

**Upcoming Scheduled Payments**

No History Available

**Need Help?**

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