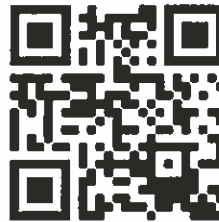


1. To sign up for Payroll Deduction you will need to access My Quickcharge via one of the options below:
  - A. Download the My Quickcharge mobile app, click on [Android](#) or [Apple](#), scan the QR code below, or search for "My Quickcharge" in the Google Play Store or Apple App Store. When opening the app the first time, enter the Access Code **TrinityHealth** when prompted.
  - B. If you prefer to access My Quickcharge via the web, use the following link: <https://useast0168.mmhcloud.com/myqc/sso> or scan the QR code below.

Google Play/Apple App Store:



2. You will be redirected to the **Microsoft Login Page**
3. Once at the login screen, enter your **Trinity Health SSO Credentials**.
4. You will be presented with a **Terms of Service** you must **Accept** to activate your Payroll Deduction account.

From the main menu you can access the many features of My Quickcharge. Note that the available features may vary based on your organization's policies.

- Choose **Current Balance** to view your current balance.
- Choose **Purchase History** to view a record of past purchases. Click the receipt icon next to each transaction to view individual items.
- Choose **Quick Pay** to present a QR code that can be scanned in place of your employee badge
- Choose **Freeze Account** to temporarily prevent purchases in the case of a lost or misplaced badge. Choose **Unfreeze** to reinstate your badge.

