HOW TO:
RENEW A GRANT
The Patient Access Network (PAN) Foundation created this easy-to-use guide that shows you how to renew your grant.

In most cases, a grant starts on your approval date and continues for 12 months or until the grant is used in full, whichever comes first. Your exact eligibility dates are included in your welcome packet/email and can be accessed through the Patient Portal.

If a grant is eligible for renewal and the fund is open, you do not need to re-apply—you only need to confirm all existing information on your grant application.

Please note: Patient Portal access is only available on a desktop or laptop computer. The portals are not accessible on a mobile phone or tablet.

First, log in to your account by typing in your Username (your email address) and your Password and clicking the green Log In button.
Once you are in the portal, your unique Patient Details page includes a My Grants tab that lists the details of your grant(s), including eligibility start and end dates, claims submission deadlines, status, and more.

<table>
<thead>
<tr>
<th>Disease Fund</th>
<th>Eligibility Start Date</th>
<th>Eligibility End Date</th>
<th>Claims Submission Deadline</th>
<th>Physician</th>
<th>Medications</th>
<th>Balance</th>
<th>Status</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bipolar Disorder</td>
<td>07/13/2020</td>
<td>10/10/2021</td>
<td>12/09/2021</td>
<td>Nakul Goyal</td>
<td>A-Hydrocort (hydrocortisone sod succinate)</td>
<td>$600.00</td>
<td>Active</td>
<td>View Details</td>
</tr>
</tbody>
</table>

If your grant is eligible for renewal, it will have a blue Renew Now button under the Action column. In this example, the Multiple Sclerosis Disease Fund can be renewed. Click on Renew Now.
The Review page will list all of your enrollment details in four sections, including Pre-screen questionnaire, Patient information, Patient insurance, and Treating provider. Scroll down the entire page and ensure all your existing information is still accurate. If you need to change any of the information, click on **Edit** at the top of each section and update as needed.

Be sure to **check the small box at the bottom of each section** confirming I have reviewed this information and it is still accurate. This field is required. If this information has changed, please click **Edit** to update the information. Then click **Save and Next**.
The Attestation page formally certifies the information you have provided is accurate and complete. Be sure to click the box next to I agree with all attestations presented above. Or, if a friend, family member, or caregiver completed the renewal on your behalf, have them click the box next to I am authorized to complete the application on behalf of the patient. Then click Submit.