

Creating a MyHD Account & Making a Payment

1. Starting on the MyHD home page, click on **SIGNING UP** to create an account.
<https://myhealthdepartment.com/sacramento>



Home Features How It Works Log In Sign Up

Sacramento County Environmental Management Department

11080 White Rock Road, STE 200, Rancho Cordova, California 95670 | [Visit Official Website](#)

You can utilize this online service to access all things related to the Department, including applications, payments, and other services. In order to do so you must create an account. You can do so by **SIGNING UP** for accessing an existing by **LOGGING IN HERE**

Click [HERE](#) to view your local Inspections



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2. Fill in your information on the Register page. *All required fields are in red.* Click on **Submit** once complete.

Register

Use the below form to create an account with My Health Department. Already have an account? [Login here](#)

Company Name

First Name

Last Name

Email Address

Cell Number

Password

Confirm You're a Real Person

 I'm not a robot


- Once complete, the portal will take you back to the Log In screen where you will sign in again.

Login

Use the form below to login to your MyHD account.

Need an account? [Register here](#) | Forgot your password? [Reset here](#)

Email Address

Password

- Under “How can we help you?”, locate and click on “[Make a Payment](#)”.

How can we help you?

[Apply for a Permit](#) | [View Current Applications](#)

[Access Cross Connection/Backflow Prevention Portal](#) | [View Current Applications](#)

[Request Other Services](#)

[Make a Payment](#) | [View Payment History](#)

- Search for your invoice using the Account number (AR#).

Search for your Invoice



- Locate the desired invoice and select “[Add to Cart](#)”. *If you need to pay multiple invoices, continue to add each invoice to your cart.*

- Once complete, click on “[Pay Cart](#)”.

Subtotal:

178.00

8. You will be redirected to www.govhub.com/sacramento/checkout where you will enter your payment information.

9. Enter in your payment information.

10. Fill in your contact information and select whether you'd like to receive a receipt via email or text message. Then select **“Review Payment”**.

11. Review your transaction and select **“Submit Payment”**. If an error was made, click on **“Edit Payment”** to adjust as needed.

12. If you'd like to print and/or download the receipt, click on "Print receipt". An email or text confirmation will also be sent.

The screenshot shows the Sacramento County MyHD interface. At the top left is the Sacramento County logo. A breadcrumb trail at the top indicates the user's path: Shopping cart > Review and submit payment > Payment receipt. The main heading reads "Thank you for your payment." Below this, it states "An email confirmation will be sent to" followed by a redacted email address. A table provides transaction details:

Confirmation number	Payment date
P6130483762	May 31, 2023, 7:16 AM PDT

To the right of the table is a "Print receipt" button, which is circled in red. Below the table is a promotional banner for "Want a faster checkout?" with a "Sign Up" button. The "Order Summary" section is partially visible at the bottom, showing "Transaction 1".

13. If you select "Return to Homepage", it will not take you back to the My Health Department homepage. Return to <https://myhealthdepartment.com/sacramento> if you need to utilize more online services.