VSeehealth

Knowledgebase > FAQs > Clinic Admin: Set Waiting Room Visit Options

Clinic Admin: Set Waiting Room Visit Options

- 2023-07-27 - FAQs

- 1. Please log into your clinic.
- 2. Click on your name > choose **Admin panel**.

VSee Clinic	Dashboard	Patients	Calendar	Health	e-Rx			A 9	April VSee CA -
Currently in the Waiting Room					INVITE PATIENT	Today's S	My Account My Clinic Admin pane		

3. **Rooms** > Search and edit the room.

/See Clin	C Dashboard	d Clinic Rooms	Schedule Use	rs Report	Record	Developers		April VSee CA
ROOMS Show Inactive Roo Show 25 v entries	ms						Search:	+ NEW ROOM
Domain 🔺	Slug	Name	$\frac{\Delta}{\nabla}$	Code	Status	+ Providers		Action
clinic.vsee.me	a1	A1 Clinic		3vh80	Active	Dr. April Inciong April VSee CA Dr. Leslie Knope	5 0	1 (1)

4. Visit Options tab.

Input the visit description, duration and fee (if any).

Select eConsult from the **Consultation Type** dropdown if it is for a non-video or asynchronous visit.

ROOM DETAILS							
Success! Room updated successfully.							×
Room Details Operating Hours Visit Options	Advance	ed					
Description	Duration		Fee			Consultation Type	
15-min Consultation	15	minutes	FREE	CHARGE	\$ 49	Default 🗸	
45-min Consultation	45	minutes	FREE	CHARGE	\$ 100	Default 🗸	×
eConsult	15	minutes	FREE	CHARGE	\$ 25	eConsult 🗸	×
+ ADD NEW VISIT OPTION							

CANCEL UPDATE

5. Click **Update** to save.