



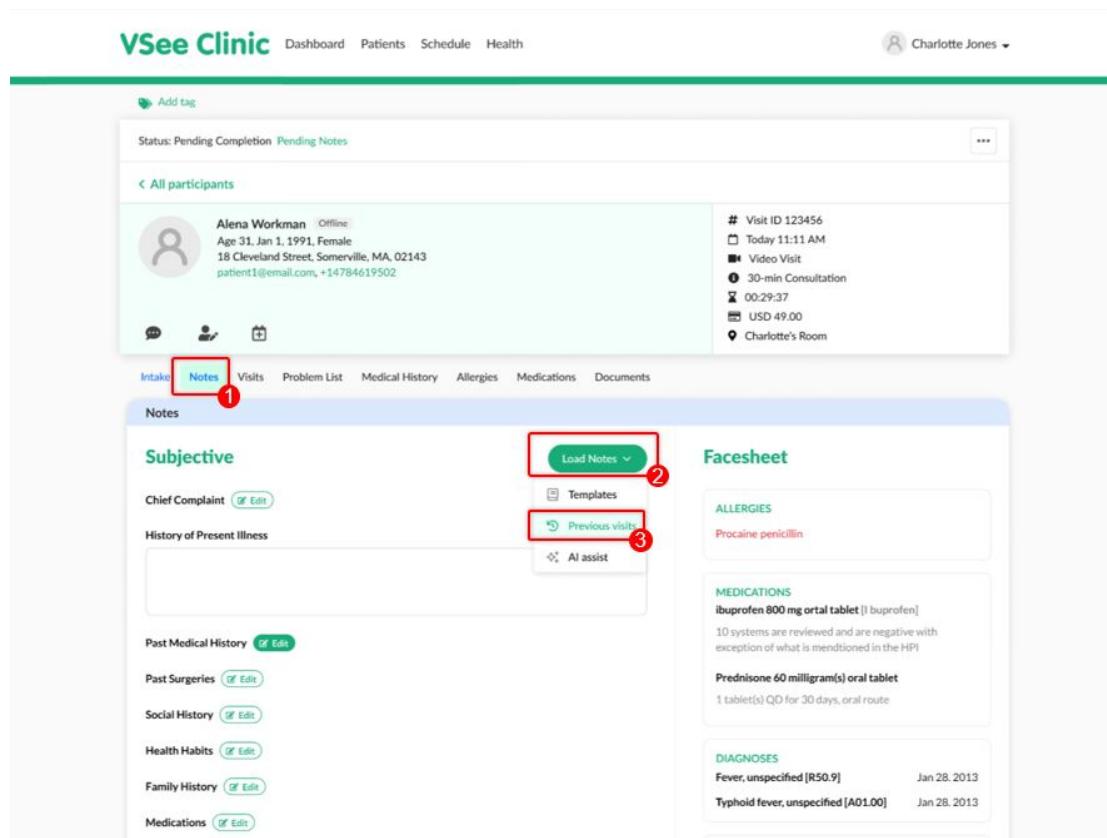
[Knowledgebase](#) > [VSee Clinic for Providers](#) > [How to Load Notes From Previous Visits](#)

## How to Load Notes From Previous Visits

Jay-Ileen (Ai) - 2025-03-20 - [VSee Clinic for Providers](#)

This feature allows you to retrieve and repurpose notes from past visits.

1. Go to the **Notes** tab.
2. Click on **Load Notes**.
3. Select **Previous Visits**.



The screenshot shows the VSee Clinic interface for a patient named Alena Workman. The 'Notes' tab is selected, indicated by a red box and the number 1. In the top right corner of the notes area, there is a 'Load Notes' button with a dropdown menu. This dropdown menu is also highlighted with a red box and the number 2. The 'Previous visit' option in the dropdown is highlighted with a red box and the number 3. The notes area is divided into 'Subjective' and 'Facesheet' sections. The 'Subjective' section contains fields for Chief Complaint, History of Present Illness, Past Medical History, Past Surgeries, Social History, Health Habits, Family History, and Medications. The 'Facesheet' section contains sections for Allergies (listing Procaine penicillin), Medications (listing Ibuprofen 800 mg oral tablet), and Diagnoses (listing Fever, unspecified [R50.9] and Typhoid fever, unspecified [A01.00]).

Open pv1.JPG



1. Select which previous visit you would like to load the SOAP Notes.

*Note: You can sort by **Newest** to **Oldest** visits or vice versa.*

## History

Sort by:

Newest

4

09/23/2023 19:25 #1008230482

CC: Patient presented with persistent headache. A chronic primary  
DX: Headache, sore throat

09/23/2023 19:25 #1008230482

CC: Patient presented with persistent headache. A chronic primary  
DX: Headache, sore throat

09/23/2023 19:25 #1008230482

CC: Patient presented with persistent headache. A chronic primary  
DX: Headache, sore throat

09/23/2023 19:25 #1008230482

CC: Patient presented with persistent headache. A chronic primary  
DX: Headache, sore throat

09/23/2023 19:25 #1008230482

CC: Patient presented with persistent headache. A chronic primary  
DX: Headache, sore throat

09/23/2023 19:25 #1008230482

CC: Patient presented with persistent headache. A chronic primary  
DX: Headache, sore throat

09/23/2023 19:25 #1008230482

CC: Patient presented with persistent headache. A chronic primary  
DX: Headache, sore throat

09/23/2023 19:25 #1008230482

CC: Patient presented with persistent headache. A chronic primary  
DX: Headache, sore throat

09/23/2023 19:25 #1008230482

CC: Patient presented with persistent headache. A chronic primary  
DX: Headache, sore throat

Open pv02.JPG



1. After you selected a visit, click on the checkbox of the information you want to include.

*Note: You can also click the checkbox for All to select all the information at once.*

← 09/22/2023 19:20  
#1008230482

5

Include  All

Chief Complaint  
The patient presents with redness, itchiness, and a sensation of something in the left eye for the past few days. Additionally, there is yellowish discharge, partic...

History of Present Illness  
Patient reports this is the first occurrence of such symptoms. No changes in vision have been noted. The patient's roommate had pink eye a couple of weeks ago...

Review of Systems  
No other systemic symptoms were reported. The issue appears isolated to the left eye.

Physical Exam  
Upon examination using a slit lamp, findings are consistent with conjunctivitis in the left eye. No other abnormalities were noted during the physical examination.

Assessment  
ICD-10: H10.31  
Acute bacterial conjunctivitis in the left eye.  
Considering the symptoms and examination findings, the primary diagnosis is bacterial conjunctivitis. Differential diagnoses could include viral conjunctivitis, given the contact history with a roommate who had pink eye, and allergic conjunctivitis, considering the itchiness and redness. However, the presence of

6

1. Click **Merge** or **Replace** the existing SOAP Notes you have for that patient's current visit.

Open pv03.JPG



You will be routed back to the SOAP Notes field to see the changes made.

Then you can Sign and Send the notes to complete and save changes.

Open [pv04.png](#)



Intake Notes Payment Visits Problem list Medical History Allergies Medications Documents Memo

**Notes**

Last update time: 12/16/2024 10:17 AM Modifier: Erika Provider

**Subjective**

Chief Complaint [Edit](#)

History of Present Illness

**Past Medical History** [Edit](#)

- Other
- Thyroid problems
- Depression/anxiety
- Diabetes

Last updated at 06/10/2024 08:22 PM by provider+vseelo hana

**Past Surgeries** [Edit](#)

- 3434re érere on 01-01-2023
- sfsdf on 01-04-2024

Last updated at 06/10/2024 08:23 PM by provider+vseelo hana

**Past Hospitalization** [Edit](#)

- sddk on 01-01-2024

*Note: Please reach out to your Account Manager if you'd like to enable*

*this feature in your Clinic.*

Need more assistance? Send us an email at [help@vsee.com](mailto:help@vsee.com) or check out the [Help](#) section under the Profile Menu of your VSee Clinic.

- Tags
- [load notes](#)
- [previous notes](#)
- [reuse notes](#)