

## How to Load Notes From Previous Visits

Jay-Ileen (Ai) - 2025-03-19 - 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 displays the VSee Clinic interface for a patient named Alena Workman. The 'Notes' tab is selected, and the 'Load Notes' dropdown menu is open, showing the 'Previous visits' option. The interface includes a patient profile card, a navigation bar, and a main content area with sections for Subjective, Facesheet, Allergies, Medications, and Diagnoses.

**VSee Clinic** Dashboard Patients Schedule Health Charlotte Jones

Add tag

Status: Pending Completion Pending Notes

< All participants

**Alena Workman** Offline  
Age 31, Jan 1, 1991, Female  
18 Cleveland Street, Somerville, MA, 02143  
patient1@email.com, +14784619502

# Visit ID 123456  
Today 11:11 AM  
Video Visit  
30-min Consultation  
00:29:37  
USD 49.00  
Charlotte's Room

Intake **Notes** Visits Problem List Medical History Allergies Medications Documents

**Notes**

**Subjective**

Chief Complaint [Edit](#)

History of Present Illness

Past Medical History [Edit](#)

Past Surgeries [Edit](#)

Social History [Edit](#)

Health Habits [Edit](#)

Family History [Edit](#)

Medications [Edit](#)

**Load Notes** [Previous visits](#) [AI assist](#)

**Facesheet**

**ALLERGIES**

Procaine penicillin

**MEDICATIONS**

ibuprofen 800 mg oral tablet [Ibuprofen]  
10 systems are reviewed and are negative with exception of what is mentioned in the HPI

Prednisone 60 milligram(s) oral tablet  
1 tablet(s) QD for 30 days, oral route

**DIAGNOSES**

Fever, unspecified [R50.9] Jan 28, 2013  
Typhoid fever, unspecified [A01.00] Jan 28, 2013

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**

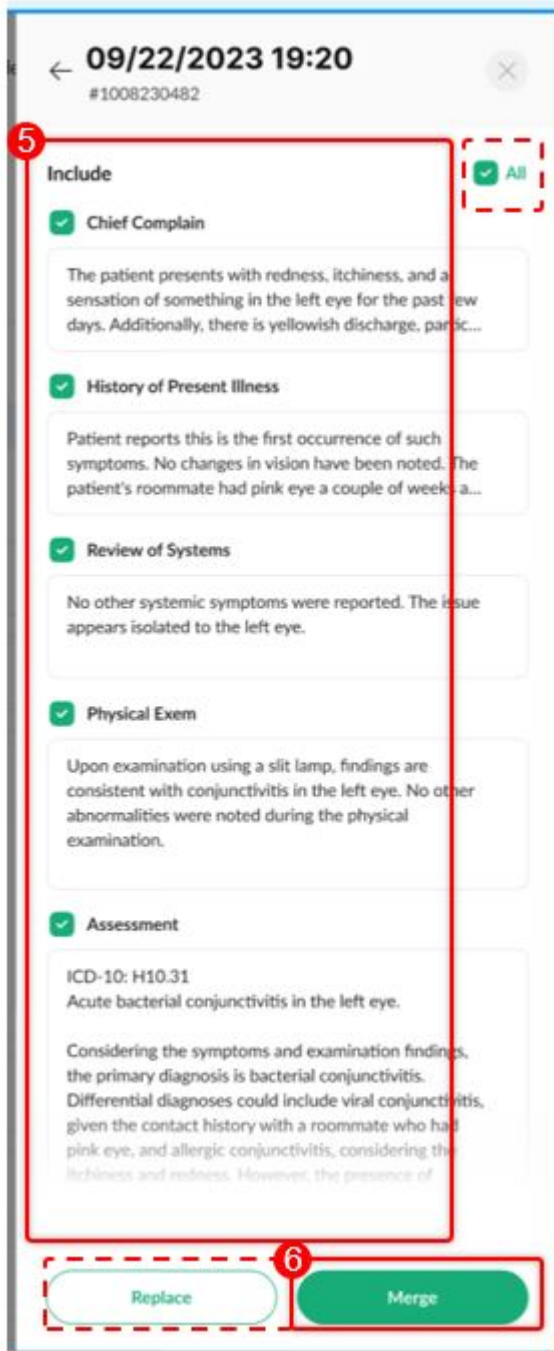
|  |                    |
|--|--------------------|
| <b>09/23/2023 19:25</b>  | <b>#1008230482</b> |
| CC: Patient presented with persistent headache. A chronic primary<br>DX: Headache, sore throat |                    |
| <b>09/23/2023 19:25</b>  | <b>#1008230482</b> |
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| <b>09/23/2023 19:25</b>  | <b>#1008230482</b> |
| CC: Patient presented with persistent headache. A chronic primary<br>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.*



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

[AI Assist](#)

#### 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+vseeio hana

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

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

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

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

- sfsdf 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