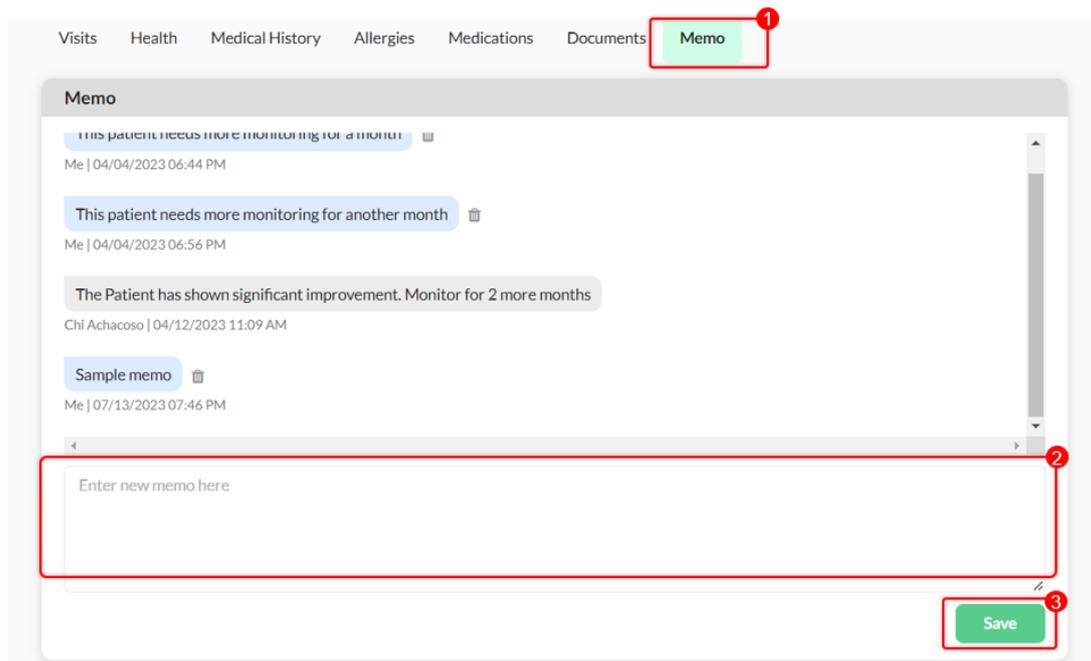


## Internal Memo

Jay-Ileen (Ai) - 2023-08-07 - [VSee Clinic for Providers](#)

The new Memo tab allows you to create miscellaneous notes of the patient or of the visit. It is found on the visit details page.

1. To create a memo, click on the **Memo** tab.
2. Enter your miscellaneous notes on the field.
3. Click on **Save**.



You can create or update the memos before/during/after the visit.

When you hover on the sticky note icon, you will see the recent internal memo.

Note: If you have existing memos for the patient, you can also create a new memo on the sticky note.

The screenshot shows the VSee Clinic interface for a patient named Aileen White. At the top, there are navigation links for Dashboard, Patients, and Schedule. The user is identified as Dr. Sarah Bays. The patient's profile includes a name, age (27), date of birth (Oct 30, 1995), gender (Female), address (2563 Fair Oaks Blvd., Sacramento, CA, 95825), email (ileen.test@gmail.com), and phone number (+1 201-555-0231). A yellow callout box highlights a 'Sample memo' button, along with 'See all memos (4)' and a 'Write a memo' link. Below the profile, there are tabs for Visits, Health, Medical History, Allergies, Medications, Documents, and Memo. The Memo tab is active, showing a list of memos with timestamps and content. The memos include: 'This patient needs more monitoring for a month' (04/04/2023 06:44 PM), 'This patient needs more monitoring for another month' (04/04/2023 06:56 PM), and 'The Patient has shown significant improvement. Monitor for 2 more months' (04/12/2023 11:09 AM). A 'Sample memo' button is also visible at the bottom of the memo list.

If you have any questions, please contact us at [help@vsee.com](mailto:help@vsee.com).

- Tags
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