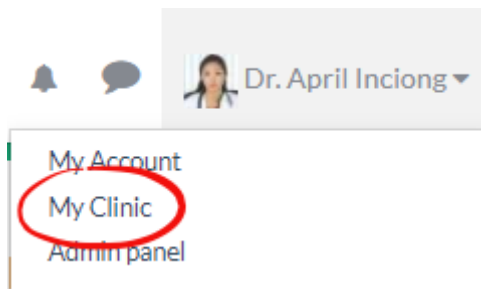


Set Visit Option for Group Appointment

- 2020-10-05 - Group Appointment

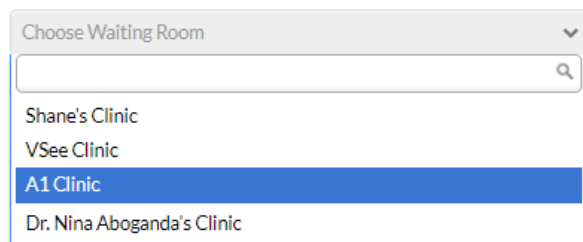
The first step before a provider can schedule a group appointment is to add a group visit option.

1. On the provider dashboard, go to **My Clinic**.



2. Choose the waiting room.

Waiting Room Settings



3. Scroll down to **Visit Options**.
4. Click on the **Add New Visit Option** button.

Visit Options

Description	Duration	Fee	Type	Slots
<input type="text" value="15-min Consultation"/>	<input type="text" value="15"/> minutes	<input type="radio"/> FREE <input checked="" type="radio"/> CHARGE \$ <input type="text" value="49"/>	<input checked="" type="radio"/> ONE TO ONE <input type="radio"/> GROUP	

+ ADD NEW VISIT OPTION

5. Input the visit description and duration. Adding a fee for group visits is currently not supported.

Since it's for a group visit, choose **Group** and indicate the maximum number of patients under **Slots**.

Visit Options

Description	Duration	Fee	Type	Slots
15-min Consultation	15 minutes	<input type="radio"/> FREE <input checked="" type="radio"/> CHARGE \$ 49	<input checked="" type="radio"/> ONE TO ONE <input type="radio"/> GROUP	
Group Appointment	60 minutes	<input type="radio"/> FREE <input type="radio"/> CHARGE	<input type="radio"/> ONE TO ONE <input checked="" type="radio"/> GROUP	5 ✕

[+ ADD NEW VISIT OPTION](#)

[UPDATE](#)

6. Click **Update** to save.

7. To proceed with scheduling a group appointment, please follow the steps here: <https://help.vsee.com/kb/articles/schedule-a-group-appointment-2>