

Knowledgebase > VSee Clinic for Providers > Basic Workflow > Update Your Waiting Room Description

Update Your Waiting Room Description

- 2023-08-10 - Basic Workflow

As a provider, you may update the room description to include additional information that you want patients to read before entering your waiting room. This information can be your clinic hours, the phone number to reach you at, additional instructions, types of services that you offer, etc.

<u>Click here</u> to test your device						
VSee Clinic	For Providers Help					
Welcome to Doctor John Smith's Clinic						
 Open Current number of patients waiting: 0 If this is an emergency, please call 911. Welcome to my VSee Clinic. To enter the clinic, please follow the steps below: Click on "Enter Waiting Room" Type in your name and click "Continue" When prompted, make sure to click "Allow" on your camera and microphone permission. Wait for me to join you. If you need assistance, please call me at 123-123-123 	Enter Waiting Room					
John Smith • Available Registered healthcare provider						
Powered by VSee						

Updating your Waiting Room Description

1. Once logged in to your provider account, click on your **name** (Profile Menu) at the top-right corner of the page.

2. Select My Clinic.

		VSee Clinic (Free). Add providers, sch	neduling, eRX and other features! Upgr	ade Now	
VSee Clinic	Dashboard	Patients			John Smith -
			What's new on this dashboard?	Invite Patient	My Account Clinic Plans My Clinic
✓ New Visits	New Visits		0	To get started	Waiting Room Settings Invite Patient
There are no patients waiting at this time. Invite Patients		Call or chat with your pa	Switch to old Dashboard Switch to old Visit		
		Invite patients to your cl	Help		
			Edit your clinic	Test Device	
		Pow	vered by VSee		

3. If you belong to more than 1 room, choose a specific room from the **Waiting Room Settings**' drop down list.

Waiting Room Settings

This is your waiting room settings page. You may customize the settings of each waiting room by choosing one from the list below.

e	Waiting room settings for		_	
١	Doctor John Smith's Clinic			
	Room code: It2vt Walk-in visit hours: Open all time Visibility: Public	× ¥		
	Doctor John Smith's Clinic			
	Room code: It2vt Walk-in visit hours: Open all time Visibility: Public			

4. Add or update the room's description, you can also choose to leave it blank if you prefer not to have any information listed on the clinic landing page. Please take note that any changes done here will be seen by patients and will be applied room-wide.

 Room Description

 Welcome to my VSee Clinic.

 To enter the clinic, please follow the steps below:

 1. Click on "Enter Waiting Room"

 2. On the next screen, type in your name and click on "Continue"

 3. When prompted, make sure to click on "Allow" to give permission for the browser to use your camera and microphone.

5. Once you are done, scroll down and click on the **Update** button to save the changes.



Scope and Limitations

• If your clinic has more than 1 room, make sure to choose the specific room from the Waiting Room Settings' drop-down list before making any changes.

Related Article

• Log in as VSee Clinic Provider

If you have any questions, please contact us at help@vsee.com

Last updated on: 24 June 2022

Tags clinic clinic landing page clinic waiting room patient landing page waiting room waiting room settings