VSee health

View and Upload Documents - Patient Portal

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How to view and upload files

Just like your Provider, you can upload or delete files.

Click on the **Documents** tab.

You will see a table that contains the following:

- Uploaded by - displays the name of the uploader

- Description - shows the file name

- Size

- Date Uploaded

- Action - allows you to view or delete the file

You have 2 options on this page: Upload Files and View/Delete Files.

To Upload a file:

1. Click on **+Upload File**.

2. Select the file that you want to upload.

3. Click on **Open** or hit Enter on your keyboard.

The file will automatically be uploaded to your patient account and can be viewed by your Clinician follower.

To View/Delete a file:

On the right side of your selected file, click on **View** to open the file, or Delete to permanently remove it from your patient account portal.

Go back to the Patient Help Directory