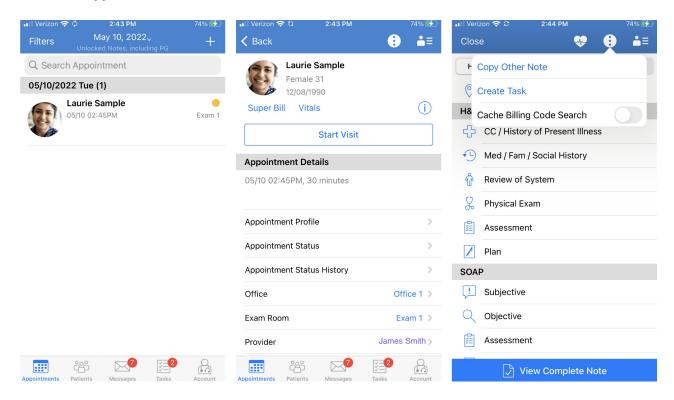
Copying a Previous Note on the iPhone

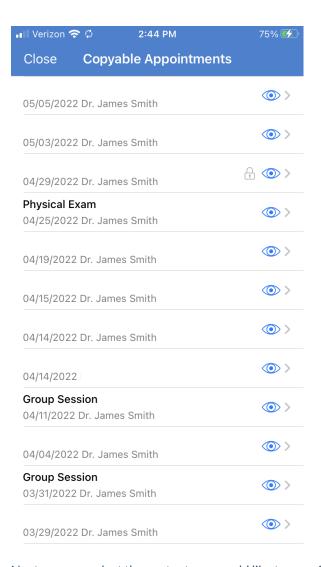
Last modified on 01/08/2025 9:49 am EST

You can copy part or all of a previous note when you are charting on your iPhone.

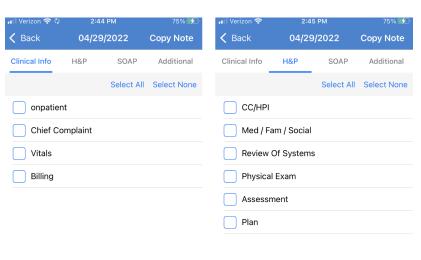
Select the appointment and tap **Start Visit**. To access the copy note menu on the iPhone, tap the menu icon () and select **Copy Other Note**.



Select the appointment whose note you would like to copy.



Next, you can select the content you would like to copy from the previous note.



Select Entire Note Clear All Selections Select Entire Note Clear All Selections

The Clinical Info, H&P, SOAP, or Additional tabs allow you to access any sections previously filled out.

The **Copy Previous Note** pop-up displays the exact names of forms as they appear in the H&P, SOAP, and Additional tabs within the clinical notes screen. By default, the forms in the Additional section are listed in alphabetical order.

Tap the box next to the section to copy or tap **Select Entire Note**. Select **Copy Note** when finished. You will see a success message at the top of the screen that the previous note has been copied.

