

# Recording a Visit with EverHealth Scribe

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Everything about the capture side of EverHealth Scribe: starting and stopping, pausing for private dictation, choosing a language, and getting clean audio so your draft note is accurate the first time. If you have never used Scribe before, start with [Getting started with EverHealth Scribe](#).

## In one sentence

Get your patient's okay, press record when the clinical conversation begins, pause for anything private, and stop when the visit is done – Scribe drafts the note while you move on to your next patient.

## Before you press record

- **Ask first.** Let the patient know you're using a documentation assistant and get their okay before recording. Consent is voluntary and can be withdrawn at any time. See [Explaining EverHealth Scribe to patients](#).
- **Check your microphone.** Confirm the microphone is on and that the browser extension or mobile app has microphone permission. Watch for the recording indicator before you start talking.
- **Select the right appointment.** Pick the visit from your schedule inside Scribe. If your appointments aren't showing, confirm your **User Setup > Resources > Default Resource Template** matches the provider schedule resource your appointments exist on.
- **Choose the language.** Scribe supports English, Spanish, French, German, Hindi, Japanese, Italian, Dutch, Russian, Portuguese, Arabic, Vietnamese, and Urdu. Choose the language before you start recording.

## During the visit

**Start recording when the clinical conversation begins.** Not in the waiting room, not during small talk – recording only the visit protects your patient's trust and keeps the note focused.

**Talk with your patient as usual.** No typing, no special phrasing. Scribe listens in the background and handles normal exam-room sound.

**Pause for anything the patient shouldn't hear.** Use **Pause** – not **Stop** – if you step out mid-visit or want to dictate privately and then return. Stopping tells Scribe the visit is over and to begin generating the draft.

**Dictate your assessment after the patient leaves.** Keep recording (or resume from pause) and speak your exam findings, assessment, and plan. Scribe folds them into the same note.

### Pause vs. Stop

**Pause** holds the same visit open so you can keep adding to it. **Stop** ends the visit and starts drafting the note. If you plan to dictate more, pause – don't stop.

## Getting clean audio

<b>Keep the device close</b>	Within easy speaking distance of you and the patient. The extension uses your computer's microphone; the iPhone app uses your phone's.
<b>Reduce background noise</b>	Scribe handles normal exam-room sound, but clearer audio gives a cleaner draft. Close the door, turn down anything running in the background.
<b>Using a headset or external mic</b>	Make sure it's the selected input device, or Scribe may be listening to the wrong microphone.

## When you stop

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Stopping the recording tells Scribe the visit is done. It generates the draft note in the background – wait for it, or move straight on to your next patient and come back to review. See *Reviewing and editing the note*.

Seeing a telehealth patient? The audio comes through a device rather than the room – see [Using EverHealth Scribe for telehealth visits](#) for the two easiest ways to capture it.

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