**Issue:** You receive an error that the clinical note already exists when trying to add a note.

## Solution:

- 1.) Close the error message pop-up box.
- 2.) Close the "Clinical Notes Add" window by clicking the X or cancel button

Patient* NPLH - NPLH, NPLH Admission* 0000502 (03/01/2019)		Employee 000000016 - BARNES, JESSE	$\sim$
		Discipline Q. CNA - CNA	×
Schedule 0000218189 (01/30/2024 09:00 AM)		QA Employee	v
Visit Number 332 OF 332		Initial	
Note Type* Q	¥	Resumption	
Note Date* 01/30/2024		Multipurpose	
Note Time* 09:00 AM	Ö	Recertification	SM

3.) In the top right corner click the FIND button. This will refresh the list.



4.) Select your shift from the list.

≡ CareVoyant				H S	L 🗳 🖬	JESSE BAR	NES E HOME
↑ My HC Schedules							
Care Plan	Care Plan - Aide	Care Summary	Certification	Clin Note Mgr	Clinical Su	immary	>
Employee*         Start Date           Q 0000001 ×         01/30/20	24 × 1 End Date 01/30/2024 × 1	A Patient Q ✓	Facility Q →	Sort By Display Date → All	/ Туре × т	Find	Clear
Patient Schedule Date	Schedule Time	Employee Patient S	VC Status	PL NS TA	NT PA	DA AG	R
NPLH, NPLH (N 01/30/2024	9:00 AM - 5:00 PM (08:00)	BARNES, JESSE CNA NB I	HOURLY S	PL NS TA	NT		

5.) The button in the bottom right corner will now say CHANGE note, click it.



6.) You can now continue to check the start shift box to clock in.