

Bedside Shift Report/Intentional Rounding Assessment

Nurses Name:		Department:	Evaluator Name(s):	
Activities/Essential Skills		Self Assessment	Observation Date	Comments
Bedside Handoff/Purposeful Hourly Rounding has been explained to patient and preferences of family participation noted				
ENTRANCE				
Knocked on door and asked permission prior to entering				
SAFETY/INFECTION CONTROL				
Gel/Foam hands when entering and exiting patient room/area				
WARM WELCOME/ BEDSIDE REPORT				
Acknowledged patient/family with eye contact, handshake, or touch				
Used patient's name and introduced and managed up oncoming caregiver				
Encouraged patient/family to participate and ask questions or add information				
Reviewed patient care and plans for next steps, using patient friendly language				
Reviewed education folder and medication sheets and used teach back				
Checked the equipment and supplies in the room-IV's, Monitors, Tubes (chest tubes) etc.				
VISUAL UPDATE				
Updated the communication board (What is important to patient, Acceptable pain score, Time of next pain med, Name of care giver, etc.)				
Cleared room of clutter and belongings in easy reach of patient				
CLOSING HANDOFF				
Caregiver leaving care thanked the patient for opportunity to provide care				
Oncoming caregiver asked "Is there anything I can get for you now?" "I'll be back in about an hour."				
WARM WELCOME/ HOURLY ROUNDS				
Explained purpose of visit: "I am here to do my hourly rounds to ensure you have all you need."				
Bundles care during hourly rounds- Completed other scheduled tasks and incorporates hourly rounds				
ADDRESSES/ANTICIPATES NEEDS				
Asked about any pain needs. If recently medicated for pain, asks how the pain is being managed				
Asked about any position change needs - If patient has not changed position recently, repositions patient				
Asked about any personal toileting needs - Emptied urinal/bedpan if needed. If toilet training needed, encourages patient to bathroom				
Moved personal items within reach of patient (phone, water, call bell, table).				
Assessed additional comfort or other needs.				
CLOSING/FOLLOW-UP				
Asked patient and family "Is there anything else I can get for you before I leave?"				
Informed patient that "I will be back in about an hour."				

Assessment Key: Exceeds Expectations (EE)

Meets Expectations (ME)

Needs Improvement (NI)