Losing the secondary meanings of report
- It is well understood that there many secondary meanings to report! Catching up with your coworkers is very much encouraged; just finish your report first!
  - Less distractions means more focus on patient
  - A 30 minute report means you have time to enjoy a coffee with coworkers in the break room before your shift beings

How to make it work
- Educate your patient: Remind them when bedside report will occur and why it is in their best interest to participate.
- Prepare: Remember to offer the 3 Ps, replenish IVF bags, and double-check your charting prior to shift change!
- Manage up: Introduce the next nurse in a positive manner, instilling immediate trust and establishing a strong healthcare relationship.
- Set up successful communication: Use the SBARQ framework to report what is necessary.
- Share the facts, keep your report to just the essentials and leave out any opinions.

Role Responsibilities

HUC
- Introduce patient and family to bedside report at admission.
- Provide patient with HCH 4 Welcome Letter.
- Make patient and family aware of bedside report times and point out time card.

HCA
- Off going HCA prepares for shift change by tidying room, completing l-HOs, and offering toileting.
- HCAs complete initial report at nurses station while logged in to a computer; orders are reviewed and charting verified (vital signs match report, l-HOs have been entered)
- HCAs round on each patient, completing all tasks listed on audit sheet.

RN
- Off going nurse reminds patient they will be entering room for bedside report at shift change.
- Oncoming nurse will obtain clipboard from conference room at safety rounds.
- Enter each patient room for report and review all information/complete all tasks listed on audit sheet.

Unit Leaders
- Provide positivity amidst change
- Lead by example
- Share feedback and motivate peers

Management
- Promote accountability among staff: BSR is an expectation not an option
- Continue to make bedside report a unit priority
- Discuss BSR with patients on weekly rounds

M.Wright/M.Pendergrass
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