

## NURSE BEDSIDE SHIFT REPORT

**Listen:** You are an important part of the health care team. We want to make sure you have complete and timely information about your care.

**Speak up:** If you have questions or concerns, nurse bedside shift report is the perfect time to raise them.

**Ask questions:** If something is confusing. If the nurses use any words or share any information you don't understand, feel free to ask them to explain it. Also ask the patient goal for the day.

Communicable Disease Center (CDC) wants to make sure that you get the best care possible.

If you have any concerns about the quality or safety of your care during your hospital stay, please let your nurse or doctor know.

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مركز الأمراض الإنتقالية  
Communicable Disease Center

عضو في مؤسسة حمد الطبية  
A Member of Hamad Medical Corporation



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### What is Nurse Bedside Shift Report (BSR)?

Nurse shift changes occur when nurses who are going off duty share brief overview about your care with nurses coming on duty. In Communicable Disease Center (CDC), we want you to be involved in shift reporting to make sure you get high-quality care.

#### Purpose:

The main purpose of shift report is to communicate the plan of care, sharing important critical information from outgoing to incoming nurse, for continuity of care to avoid communication gap compromise patient treatment.

### How can you get involved?

Being a partner in your care helps you get the best care possible in the hospital. Taking part in nurse bedside shift report is one way you can be a partner.

This gives you a chance to meet the nurse taking over your care, ask questions, and share important information with your nurses. Nurse bedside shift report does not replace the conversations you have with your doctor.

You can invite a family member or friend to stay during nurse bedside shift report if needed. Your health information will not be shared with others without your approval.

### When does nurse bedside shift report (BSR) takes place?

Nurse bedside shift report will happen three times a day between 6:00am–6:30a.m., 2:00pm–2:30pm and 10:00–10:30 pm. It usually takes 3–5 minutes.

#### What should I expect?

During nurse bedside shift report, the nurses going off and coming on duty will:

**Introduce themselves** to you and anyone with you.

The nurse coming on duty will write his or her name on the white board in your room.

**Invite** you to take part in the nurse bedside shift report. You should decide who else can take part with you.

**Talk** with you about your health, including the reason you are in the hospital and what is going on with your care. The nurses will look at your medical chart. Inform you about your care plan and any procedure during the shift.

**Check** the medicines you are taking. Safety checks will happen with every medicine they provided including safety of equipment's inside your room. The nurses will look at your IVs, injuries, and bandages. They will also follow up on any tests that were done or lab work that was ordered.

**Ask:** You what could have gone better during the last shift and what you hope to do during the next shift. For example, you may want to get out of bed or just sleep. The nurse will try to help you meet this goal.

**Encourage:** You to ask questions and share your concerns. If needed, the nurse coming on duty may come back after the bedside shift report to spend more time discussing your concerns.

**Thank:** Nurse will greet you and treat you with dignity, respect at all times.

#### What should I do?

**Willingness** You can communicate the nurse that you are willing to participate in the BSR or don't want to take part without any hesitation.

**Preferences:** Communicate to the nurse about your preferences,

- Which bedside shift report session would you like to attend or would you like to participate in all the three shift report sessions.
- Your preferred sleeping time
- During your sleep where you need to conduct the bedside shift report Eg: inside the patient room or outside the patient room?
- Which family member can attend the bedside shift report?