

Name: _____

Shift Report - Communication Between Healthcare Staff

1. Shift-Report (Inter-shift) - A transfer and acceptance of patient care responsibility achieved through effective _____. A. Information
2. Shift-Report communication is deemed pertinent primarily to Nursing (including HSTs, FSTs, and CNAs) as they are primarily responsible for coordinating and providing clinical care for _____. B. Giver / Receiver
3. Shift-Reports are interactive communications allowing the opportunity for questioning between the _____ and _____ of clinical information C. On-coming
4. Shift-Reports include up-to-date _____ regarding the individual's care, treatment and services, condition and any recent or anticipated changes. D. Licensed / FST
5. When the care of an individual is passed from one staff member to another, such as at the beginning of a shift, the _____ staff member is responsible for making themselves aware of current information about the individual's care, treatments or condition and any anticipated changes from the Shift-Report. E. Rounds
6. _____ during Shift-Reports are limited to minimize the possibility that information would fail to be conveyed or would be forgotten. F. FST Lead
7. The off-going _____ and the on-coming _____ participate in rounds to verify the presence of each individual at the change of shift. G. Communication
8. If individuals are off the unit in activities or group, _____ are completed with all individuals when they return to the unit. H. Individuals
9. A change of shift report is conducted with the on-coming and off-going shift of _____ staff and _____ staff. I. Interruptions
10. The shift report included information for at least the previous _____ shifts with the on-coming staff. J. Two