Bedside Shift Report (BSR) Nursing Checklist

Before the bedside shift report
- Explain the process to the patient
- Determine any privacy concerns

At the bedside during the transfer of care
- Introduce all care givers using NOD
  - Incoming Nurse
  - Students, HCA’s
- Introduce patient
  - Ask patient to state/verify their name
  - Ask permission to conduct shift report
- Conduct safety scan (both nurses) at a minimum:
  - IV
  - Allergy band
  - Bed alarm
  - Side rails
  - Bed at lowest height
  - Call bell within reach
- Review patient status, orders and plan for the day
- Review and update the patient whiteboard

At the end of the bedside shift report
- Confirm patient understanding
- Thank the patient