

## INITIAL COMPETENCY ASSESSMENT FOR BEDSIDE HANDOVER REPORT (RN)

This form is to describe what is entailed in completing the initial competency assessment Bedside Handover Report. It is to be used as a guide for the preceptor and the employee to understand the expected knowledge, skills, and attitude (KSA) that is required to give a thorough handover report that transfers knowledge to ensure safe and optimal patient outcomes from one shift to another.

COMPETENCY DOMAIN	METHOD OF VERIFICATION
<b>KNOWLEDGE</b>	<b>KNOWLEDGE</b>
<ul style="list-style-type: none"> <li>• Policies:               <ul style="list-style-type: none"> <li>○ <b>HS 1395: Handoff Communication</b>  <a href="http://www3.mednet.ucla.edu/Policies/pdf/enterprise/HS1395.pdf">http://www3.mednet.ucla.edu/Policies/pdf/enterprise/HS1395.pdf</a></li> <li>○ Course for Professional Role Development Program incorporated into new graduate residency program</li> <li>○ <a href="#">California BRN Title 22 Nursing Practice Act</a></li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Handover is conducted at the bedside to transfer the patient's trust to oncoming RN</li> <li>• Discussion of critical elements is aligned with best practice standards</li> <li>• RN demonstrates an understanding of the importance of nursing in achieving positive healthcare outcomes as well as the contribution nurses make to quality care</li> <li>• RN demonstrates the use of critical reasoning to make a connection between the patient's clinical presentation and data in electronic health record</li> <li>• The nursing plan for the patient's care shall be discussed with and developed as a result of the coordination with the patient, the patient's family, or other representatives, when appropriate, and staff of other disciplines involved in the care of the patient. (Source: <a href="#">California Code of Regulations Title 22 Section 70215</a>).</li> </ul>
<b>SKILLS</b>	<b>SKILLS</b>
<ul style="list-style-type: none"> <li>• Observe (3) handover and/or change of shift reports of another RN</li> <li>• Have 2 nurse peers observe the nurse resident and provide feedback prior to the completion of orientation</li> <li>• Accesses Care Connect to document handover and/or change of shift report if appropriate for unit/department</li> </ul>	<ul style="list-style-type: none"> <li>• Demonstrates 3 observations of another RN</li> <li>• Incorporates peer's feedback into report</li> <li>• Demonstrates documentation in Care Connect if appropriate</li> </ul>
<b>ATTITUDE</b>	<b>ATTITUDE</b>
<ul style="list-style-type: none"> <li>• Bedside handover report is completed at the bedside, involving the patient/family with the patient experience in mind</li> </ul>	<ul style="list-style-type: none"> <li>• RN demonstrates compliance with the California Board of Registered Nursing Title 22 and best practice by conducting handover report at the bedside if appropriate</li> </ul>
<b>QSEN Competencies Alignment:</b> Teamwork and Collaboration	