Rounding Checklist

	Self Assess	
	YES	NO
Introductions		
Knock on door prior to entering	○	○
Manage up your/co-worker's skill	○	○
Use good eye contact	○	○
Explain Hourly		
Explain purpose of rounding	○	○
Describe rounding schedule	○	○
Update White Boards		
Place name on white board	○	○
Update nursing plan/goals	○	○
4P's (Position, Possessions, Pain, Potty)		
Are you comfortable?	○	○
Are your personal items within reach?	○	○
How is your pain?	○	○
Do you need to use the bathroom?	○	○
Perform Scheduled Tasks		
Complete MD ordered treatments	○	○
Complete nursing care as needed	○	○
Administer scheduled medications	○	○
Closing		
We will round again in about an hour	○	○
Is there anything else I can do for you?	○	○
Document your rounding on log	○	○

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Simple. Effective. Inexpensive.

Patient Rounding Checklist

○ Turn off **Visilert** device prior to entering patient's room.
Press Start/Stop Button

○ Use opening **Key Words** such as **"round"** to introduce yourself, your skill set, your experience and others. This will make the patient comfortable with the term. Show a genuine interest in your patient.

○ Complete scheduled tasks needed for that patient such as medications, treatments, procedures, and feedings.

○ **Assess the patient's Pain.** Offer PRN medications at the beginning of the round and write the next available time of pain medication administration on the white board.

○ **Assess the patient's Position.** Straighten sheets, offer something to drink, open or close curtains as desired by patient and adjust lighting/temperature.

○ **Assess the patient's Personal Items.** Is the call light, water, telephone, light switch, TV control, trash can, and bedside table within the patient's reach?

○ **Assess the patient's need to use the bathroom (Potty).** Offer to take the patient to the bathroom.

○ Use closing **Phrases** such as **"Is there anything else I can do for you?"** Do not say, **"Call if you need me."**

○ Reset **Visilert** device and document rounding once you ensure round is complete.
Press Reset (select appropriate rounding time)
Press Start/Stop Button

Delivering quality healthcare that focuses on the patient.