To Our Patients:

At (hospital name), we conduct bedside report to keep you better informed about your plan of care, medications, tests, and progress while you are here. This involves the nurses doing bedside reporting, in your presence, at each shift change to ensure proper communication of all-important information and to introduce you to your new nurse.

In the event that you have visitors in your room at the time of bedside report, or anytime you feel uncomfortable about any information being discussed, please let your nurse know and other arrangements will be made at that time. If you are sleeping at change of shift report, a nurse will check on you, but the verbal report will be done elsewhere to permit your continued rest, unless you have asked us to wake you up for report.

We know that bedside report will benefit you, the patient, by keeping you better informed of your condition. It also allows us to continue to maintain the high quality of care that you expect as a patient at (hospital name).

Name, CNO