Leamington Mennonite Home
Long Term Care

QUALITY & RISK MANAGEMENT
POLICY AND PROCEDURE

CATEGORY: Quality & Risk Management - Nursing	SUBJECT: 24-Hour Nursing Risk Management Report	SECTION: G POLICY: 2
DATE: July 12, 2022	Administrator's Signature: _____	

24-HOUR NURSING RISK MANAGEMENT REPORT

POLICY:

All clinical and organizational risks will be monitored and reported in each 24-hour period.

PROCEDURE:

Key themes to monitor and address include but are not limited to:

- Census – move ins, transfers, discharges, hospitalizations, return from hospital, deaths.
- Changes in health status related to falls, skin integrity, new infections, behavioural issues, weight changes, application or removal of restraints.
- Family/resident concerns.
- Incidents i.e. resident, staff, sentinel or adverse events, outbreaks.
- Staffing patterns, supplies, administration issues.

The ADOC / Nurse in charge or designate will:

1) Initiate the 24-Hour Nursing Risk Management report at start of shift each day.
2) Refer to the guidelines outlined in the report to identify any areas of potential or actual risk.
3) View the clinical documentation system's Shift report for all Resident Home Areas/Neighbourhoods, making note of high risk issues and documenting pertinent issues on the 24-Hour Nursing Risk Management report.
4) During rounds on all home areas/neighbourhoods, obtain report from the oncoming RN/RPN/LPN and make notation of areas of risk on the report.
5) Follow up on previously identified risk issues with RN/RPN/LPN assigned to home area/neighbourhood to determine follow up by home area/neighbourhood team.
6) Submit the previous 24-Hour Nursing Risk Management Report to the DOC for review and provide an update on all relevant items.

The Director of Care will:

1) Assign the task of completion of the 24-Hour Nursing Risk Management Report either by Home, by home area/neighbourhood, by floor, or by building to an ADOC or Nurse in charge.
2) Review the 24-Hour Nursing Risk Management Report with the ADOC/designate.

3) Identify trends/patterns of potential risk and take corrective action.