


Name of Policy: <u>Assignment of Nursing Care</u> Policy Number: 3364-110-07-01 Department: Nursing Service Approving Officer: Interim Chief Nursing Officer (CNO) Responsible Agent: Interim Chief Nursing Officer (CNO) Scope: The University of Toledo Medical Center (UTMC)			
Effective Date: 6.1.21 Initial Effective Date: June, 1981			
<table style="width: 100%; border: none;"> <tr> <td style="width: 50%; border: none;"> <input type="checkbox"/> New policy proposal <input type="checkbox"/> Major revision of existing policy </td> <td style="width: 50%; border: none;"> <input type="checkbox"/> Minor/technical revision of existing policy <input checked="" type="checkbox"/> Reaffirmation of existing policy </td> </tr> </table>		<input type="checkbox"/> New policy proposal <input type="checkbox"/> Major revision of existing policy	<input type="checkbox"/> Minor/technical revision of existing policy <input checked="" type="checkbox"/> Reaffirmation of existing policy
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(A) Policy Statement

The Charge/Lead Nurse is responsible for patient assignments at the beginning of and during each shift. A Registered Nurse (RN) must supervise and evaluate the nursing care for each patient.

(B) Purpose of Policy

To ensure that patient care assignments are done with consideration of patient complexity and nursing staff competency.

(C) Procedure

1. Patients assignments are based upon:
 - a. Nursing staff competency.
 - b. Patient needs, medical orders, and charge nurse report.
 - c. Staff required to meet the identified patient care needs.
 - d. Consideration of infection control practices.
 - e. Continuity of care.
2. The Charge/Lead RN is to indicate on the assignment sheet which RN is responsible for each patient. The assignment sheet will reflect the licensure of RNs and LPNs, and title of Nursing Assistant and Patient Care Technician.
3. The RN may delegate nursing tasks as allowed by the Ohio Board of Nursing but remains ultimately responsible for all tasks.
4. The Charge/Lead Nurse will act as a resource person for staff unless otherwise designated.
5. Assignment sheets shall be retained for 1 month.

Approved by: _____ /s/ Todd Stec, RN Interim Chief Nursing Officer <i>Review: Policy & Standard Committee, 6/12, 5/15, 6/18, 6/21</i> <i>Revision Completed By: Nancy Gauger, MSN, RN</i>	Review/Revision Date: 1982 7/1990 6/2018 1983 1995 6/2021 1984 11/1998 1985 3/2000 1986 2003 1987 9/2006 1988 6/14/2012 1989 5.22.15 Next Review Date: 6/2024
Policies Superseded by This Policy:	

It is the responsibility of the reader to verify with the responsible agent that this is the most current version of the policy.