Illness Severity • Stable, “watcher,” unstable

Patient Summary • Summary statement
• Events leading up to admission
• Hospital course
• Ongoing assessment
• Plan

Action List • To do list
• Timeline and ownership

Situation Awareness & Contingency Planning • Know what’s going on
• Plan for what might happen

Synthesis by Receiver • Receiver summarizes what was heard
• Asks questions
• Restates key action/to do items
I-PASS Handoff Essentials

Better handoffs. Safer Care

Structured Verbal Handoff

✓ Begin with overview of entire service
✓ Need proper environment – limit interruptions
✓ Use IPASS mnemonic
✓ Employ closed loop communication

Printed Handoff Document

✓ Supplements verbal handoff
✓ May import elements from EMR
✓ Keeps information current with updates

High Level Skills

✓ Be concise and focused
✓ Establish working diagnosis
✓ Include semantic qualifiers
✓ Ensure check-back with receiver

Contingency Plans – “If this happens, then...”

✓ Problem solve before things go wrong
✓ Know potential therapies or interventions
✓ Identify most worrisome patients
✓ Articulate chain of command