

## Carroll Hospital Center Rounding Log - Daily

Name: \_\_\_\_\_ Department: \_\_\_\_\_

Employee (s) Rounded on: \_\_\_\_\_ Date/Week of \_\_\_\_\_

Key Words or Questions	Special Employee Issues

Steps	Comments	
<i>Relationship Building/Personal Connection:</i>		
<i>What is working well for you today?</i>		
<i>Staff member I can recognize and why?</i>	<b>Who?</b>	<b>What?</b>
<i>Physician I can recognize and why?</i>	<b>Who?</b>	<b>What?</b>
<i>Tools and equipment needed to do your job today?</i>		
<i>Systems you want to improve and your ideas to fix?</i>		
<i>Quarterly or Safety focus discussed. Ideas?</i>		
<i>Patient perceptions of care/HCAPHS/what are our patients saying? (Discuss focus, ratings, ideas, etc.)</i>		
<i>Tough questions: (Discuss any tough questions you need to address or have heard while rounding)</i>		
<i>Behaviors Coached: (If Applicable)</i> <input type="checkbox"/> AIDET/Key Words <input type="checkbox"/> Customer Service Priorities <input type="checkbox"/> Standards <input type="checkbox"/> Other: _____		
<i>Is there anything I can help you with right now?</i>		
<i>Thank You for making a difference at CHC!</i>		

Summary of Round:	
<ul style="list-style-type: none"> <li><i>Who will you reward and recognize based on rounding?</i></li> <li><i>What are barriers/issues, etc., you need to resolve?</i></li> <li><i>Is there anything to add to the stoplight report?</i></li> </ul>	

*Review findings with next level leader in one-on-one meetings.*