**Leader Rounding On Staff Log**

Name:

Department/Unit:

Employee Rounded on:

Date/Week of:

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| --- |
| Key Words to Emphasize, Questions, or any Special Employee Issues |
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| Steps | Comments |
| 1. What’s working well? |  |
| 1. Recognition  Is there a staff member or physician you would recognize for providing excellent patient care and service? | *Who:* *What did they do that stood out?* |
| 1. Are there any systems that need improvement? Do you have the basic tools and equipment to do your job? |  |
| 1. Tough Questions   *Safe Choices questions: Do you feel comfortable speaking up about safety issues with your peers, leadership and physicians?* | *Safe Choices/Safety:* |
| 1. Is there anything I can help you with right now? |  |