

 <p>Connecticut Valley Hospital Nursing Policy and Procedure</p>	<p>SECTION C: PSYCHOLOGICAL ADAPTATION</p> <p>CHAPTER 9: LEVELS OF OBSERVATION</p> <p>POLICY & PROCEDURE: 9.2 ROUTINE OBSERVATION</p>
<p>Authorization: Nursing Executive Committee</p>	<p>Date Effective: January 31, 2019 Scope: Connecticut Valley Hospital</p>

Standard of Practice:

The RN will assign a member of the nursing staff to constantly observe the milieu and during a shift to assure patient safety.

Standard of Care:

The milieu and patient can expect to be observed constantly to ensure safety.

Policy:

Each patient will be observed and evaluated within 5 minutes of the designated observation time identified for each division.

Addiction Services Division will perform census checks twice each hour. Staff conducting routine observation remain in the milieu and will always be circulating (ABC) throughout the unit. Documentation is in real time.

General Psychiatric Division will perform census checks twice each hour. Staff conducting routine observation remain in the milieu and will always be circulating (ABC) throughout the unit. Documentation is in real time.

A routine observation schedule will be followed in each division based on Commissioner's Policy Statement #56.

Procedure:

1. A Nursing staff member will be assigned to carry out routine observations and will always be circulating throughout the unit. Staff assignments must be identified on the daily assignment sheet.
2. The night shift will initiate the routine observation form for the next 24-hour period.

Names are to be listed alphabetically and new admissions added as they are admitted.

Completed forms are to be retained for three months in a location identified by division.

3. Staff members conducting observations must be able to verify that they are observing the correct patient through physical recognition and ensure that respirations are present.
4. Staff will verify by telephone or confirmation from another staff member the location of the patient when direct observation is not possible.
5. Staff members must enter information on the routine observation form using the code key identified on the form. Special observation status is to be noted in red ink. Staff members entering information on the form are to record their initials with their full name.
6. The observation checks are to be conducted safely with consideration made for gender and unpredictable patient behavior. When there are safety concerns about entering a patient occupied area, two staff members will perform these checks together.
7. When checking patients' whereabouts, consideration is also given to noting the physical environment, any new or possible safety hazards and risk considerations.
8. A staff member is designated from each shift to ensure all patients are accounted for. Both employees will sign the census sheet by an outgoing and oncoming staff.
9. At the change of shift, employees from the off-going and on-coming shift complete census checks together.