Imperial Valley College
Division of Nursing Education and Health Technologies

Group Leader Guide

Behavioral Objectives:

1. To develop skill in nursing management of a selected group of patients.
2. To assist in the selection of patients to be assigned to student group members.
3. To maintain the hospital cardex, and your copy of the cardex, for a selected group of patients.
4. Demonstrate ability to keep patient's records current (e.g. physician's orders transcribed, nurses' notes recorded by group members or yourself).
5. Develop skill in preparing for, and giving, end-of-shift report.

Learning Activities Guide:

1. Make student group member assignments with assistance from the clinical instructor when requested to do so.
2. Gather data from chart.
3. Check medication profiles for the assigned patient of your team.
4. Evaluate patient records and patient status on an outgoing basis throughout the day.
5. Make patient rounds routinely during your shift.

Clinical Days:

1. Assign patients for team
2. Be prepared with your nursing care plan and ready to receive report at the beginning of clinical day.
3. Take report and readjust student assignments as needed during the pre-conference following report.
4. Have plans checked by instructor and assign meal (1/2 hour) and coffee break in consultation with charge nurse and instructor.
5. Assess each patient and keep care plan up to date.
6. Orient yourself to medications, and time of administration, for a selected group of patients.
8. Make rounds with physician when possible. Check orders before the physician leaves and note the visit on the patient's chart.
9. Check all medication profiles for team members.
10. Monitor all IV's.
11. Give treatments (with group member assistance) as assigned.
12. Check patients prior to meal break, and have your group of patients prepared for meal per hospital schedule.
13. Make nursing rounds on your group of patients when returning from meal break and at intervals throughout the shift.
14. Select a focus patient, inform group members, and conduct a patient planning conference if time permits at some time during your rotation.
15. One-half hour prior to shift end check profiles, I & Os, IVs, identify physician order changes, and ensure that the unit is ready for shift report. Check all patients’ current condition in preparation for shift report in post-conference.
16. Evaluate the documentation of team members for chart closure.
17. Give shift report at least one day during your rotation. (See clinical format for end-of-shift report).
18. Throughout the day, keep the charge nurse informed of changes in patient condition, phone calls, physician's new orders, lab results, etc.