



Nurse Shift Report Notebook

SBAR pages,

8 SBAR-style report pages, 4 patient assignment pages, 3 med schedule grids, 2 end-of-shift checklists, and 6 note pages — with a linked table of contents so digital planners can jump straight to the page they need.

Built by a 13-year ER night-shift nurse.

Print at 100% / actual size on US Letter (8.5 × 11 in) — do not fit to page.
Personal use only. Not a substitute for your facility's policies or professional judgment.

Quick start

- SBAR report pages — one per patient handoff; S-B-A-R blocks plus a vitals row and read-back line.
- Assignment pages — all your patients on one grid; white-out or reprint daily.
- Med schedule — generic time grid (1900-0600); write meds down the left, tap times across.
- End-of-shift checklist — the five-minute bridge between your brain and the next nurse's.
- Notes pages — education, huddle reminders, anything that doesn't belong in a chart.

Contents (tap to jump in GoodNotes / Notability)

SBAR report pages (8)	page 3
Patient assignment pages (4)	page 11
Med schedule grids (3)	page 15
End-of-shift checklists (2)	page 18
Notes pages (6)	page 20

SBAR-style report

Situation · Ba

Patient / Room / Date / Shift

S — Situation

Why is this p

B — Background

Hx, allergies,

A — Assessment

Vitals trend,

Vitals / time

Key findings

R — Recommendation

Plan, tasks, f

Read-back: repeat the plan out loud to the oncoming nurse before they walk out the door.

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Patient assignment grid

Eight patient

Room / Pt	Chief complaint / why	Tasks / to-do	Notes

Patient assignment grid

Eight patient

Room / Pt	Chief complaint / why	Tasks / to-do	Notes

Patient assignment grid

Eight patient

Room / Pt	Chief complaint / why	Tasks / to-do	Notes

Patient assignment grid

Eight patient

Room / Pt	Chief complaint / why	Tasks / to-do	Notes

Med schedule grid

Medication d

Medication	19:00	20:00	21:00	22:00	23:00	00:00	01:00	02:00	03:00	04:00	05:00	06:00

Med schedule grid

Medication d

Medication	19:00	20:00	21:00	22:00	23:00	00:00	01:00	02:00	03:00	04:00	05:00	06:00

Med schedule grid

Medication d

Medication	19:00	20:00	21:00	22:00	23:00	00:00	01:00	02:00	03:00	04:00	05:00	06:00

Before you hand off

- ☐ Report given to oncoming nurse — name noted
- ☐ Code status and isolation/precautions confirmed on every patient
- ☐ Pending labs and imaging chased or clearly handed off
- ☐ Meds due at shift change given or flagged
- ☐ IVs and lines checked — patency, sites, rates
- ☐ Family / caregiver updates documented
- ☐ Tasks that did not get done are written down and easy to find
- ☐ Opioid/scheduled-drug count or controlled substance checks done per facility policy
- ☐ Room, chart, and workspace left in a state I'd want to inherit

Handoff summary

Top three things the next nurse must know

Before you hand off

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Handoff summary

Top three things the next nurse must know

Education, h

Notes

Education, h

Notes

Education, h

Education, h

Notes

Education, h

Notes

Education, h