

**H I S T O R Y**

**HISTORY**

**Important information relevant to patients’ current presentation**

**DOCUMENTATION**

**Important and relevant information written down in appropriate clinical record**

E X P E C T AT I O N

**At every clinical handover, ensure you have...**

**Relevant to current presentation; observations, tests, assessments and results**

**ASSESSMENT**

**R I S K**

**RISK**

**Important and relevant information to keep the patient safe**

**Who you are**

**Why you are communicating**

**Who you are communicating about**

**SITUATION**

**What needs to be done**

**In what timeframe and by whom**

**As well as anticipated responses and outcomes**

**EXPECTATION**