Clinical Handover Policy

Summary of principles

**Aim:** prescription of a minimum practice level for clinical handovers initiated by WA Health employees.

**Scope:** all clinical handovers initiated by WA Health employees, any exceptions to be documented.

**All handovers:**

1. should involve the patient and/or carer where practicable
2. must use iSoBAR\(^1\), or other agreed tool, to guide the content and structure
3. should be led by the most senior clinician available
4. should include all appropriate staff
5. must be understood by staff as a transfer of clinical accountability and responsibility
6. must conform to the WA Health Handover Modalities Matrix
7. should be conducted in an appropriate environment
8. must be supported by pre-prepared documentation
9. must be documented, if of a patient of concern\(^2\)
10. must be supported by staff education.

---


\(^2\) A patient that a clinician is particularly concerned about, as defined by the treating clinician