Daily Safety Huddle

A ten-minute start-of-shift check on safety, staffing and follow-ups.

Date | Unit or site | Huddle lead | Time

TODAY

Census / visits expected | Staffing gaps | Equipment or supply issues

Safety concerns from the last 24 hours (falls, near misses, events)

Patients or situations to watch today

Good catches and shout-outs

FOLLOW-UP ITEMS

Issue	Owner	Due	Done	Notes
			☐	
			☐	
			☐	
			☐	
			☐	
			☐	
			☐	

Generic template from Actari (actarihealth.com). Adapt it to your organization's policies, regulations and scope of practice. Not clinical, legal or compliance advice.