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Communication is defined as imparting or exchanging information, thoughts or ideas using speech, writing, or some other medium such as signals or behaviour. Effective communication protects patients from potential harm

arising from misunderstandings.

When we speak for, with, or on behalf of the business, the use of effective communication, makes work instructions, tasks, information, expectations, along with work processes, better to understand. On the other hand, if the way we communicate at work is ineffective, which most are, the company ends up paying for it, literally.

Effective communication and documentation is an essential part of an oncology nurses' role and will reduce the risk of liability. Implications for Nursing Practice: The old adage "not documented, not done" applies more today than ever before.

Description Managing client relationships: how effective communication and documentation leads to successful projects When dealing with the many varied tasks that running an architectural project entails, it is easy to focus on getting the job done ahead of communicating effectively with your client or keeping on top of your project documentation.

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Conclusions: Effective communication and documentation is an essential part of an oncology nurses' role and will reduce the risk of liability. Implications for nursing practice: The old adage "not documented, not done" applies more today than ever before. Continuous, meticulous documentation and communication are essential for quality care as well as reduction of liability in every setting the oncology nurse practices.

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Effective documentation ensures continuity of care saves time and minimizes the risk of error. As members of the health care team, nurses need to communicate information about clients accurately and in timely manner

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Effective communication not only improves care services but also creates a better working environment for carers as it creates more transparency and openness related to daily tasks and requirements. This means people feel more empowered and motivated. The importance of communication between patient and carer is also incredibly important.

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Inconsistencies in decision making, communication and documentation can lead to misunderstanding between patients, families and healthcare professionals, and can lead to delivery of suboptimal care for some patients. 3 Greater emphasis on ensuring high-quality and timely communication is recommended in national guidance; therefore, it is vital that accurate electronic documentation is able to support this. 4,5

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To communicate effectively, you need to avoid distractions and stay focused. Inconsistent body language. Nonverbal communication should reinforce what is being said, not contradict it. If you say one

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