

Key Tips for Effective Time Management

For nurses, developing productive time management strategies involves cultivating good habits. The following tips can help nurses practice effective time management:



Prioritize tasks
with to-do lists



Cluster care
components



Act proactively to
address potential
situations



Use effective
organization
strategies



Perform hourly
rounding



Seek assistance
from key team
members



Use technology
efficiently



Be diligent about
taking breaks

Effective Mangement Nursing

SJ Ball



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