Boundaries That Protect Care

A practical worksheet for professionals and helping roles.

01 Identify the pressure point

A healthy boundary clarifies responsibilities and protects respectful, sustainable work.

- [ ] Requests outside my role or training
- [ ] Messages or work tasks outside agreed hours
- [ ] Taking on others' responsibilities without support
- [ ] Difficulty taking breaks or asking for coverage
- [ ] Pressure to share personal or confidential information

A situation where I need more clarity or support

02 Decide what is within my role

What I am responsible for / what must be escalated or shared

Follow laws, organizational policies, staffing and patient-safety requirements. Do not use boundaries to delay urgent care, abandon responsibilities, or compromise safety.

Communicate With Clarity

Prepare a respectful script and a follow-through plan.

03 A simple boundary formula

Acknowledge the need + state a clear limit + offer a workable next step. Example: “I understand this is urgent. I cannot safely take on another assignment without coverage. Let’s contact the charge nurse to make a plan.”

My boundary statement

04 Plan for pushback

If my request is challenged, I will repeat the limit and offer…

Person / policy / process I can consult for support

05 Reflect after the conversation

What worked? What needs a follow-up?

For immediate patient or workplace danger, use required escalation and emergency protocols. Document concerns through approved systems, without personal or patient identifiers on this worksheet.