

Organisation name Site or unit		FORM Staffing calculation record	
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Status	Blank form, to adapt	Issue date	
Review date		Replaces	
Owner		Approved by	
Signature			

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Form · CLN-FRM-001 · Version 1.0 · Approved by the ASF Expert Committee

Supports: [1.1](#)

1. Purpose

Records the calculation of staff needed for each shift from patient numbers and acuity.

2. How to complete

- Complete for each care area each month.
- Use the acuity score for each patient on the day.
- Sign and send to the chief nurse.

3. Record fields

Care area	Shift	Patients (number)	Average acuity score	Staff needed (skill mix)	Staff on rota	Gap and action

4. Evidence

Reference	Note
E-009	ASF Expert Committee consensus.
E-006	ASF Policy Framework v1.2. Adapted.
E-009	ASF Expert Committee consensus.

5. Change history

Version	Date	What changed	Approval
1.0	the date of approval	First version	set Expert Committee approval

6. References

- Accréditation Sans Frontières (2026). ASF Policy Framework v1.2. (E-006)
- Accréditation Sans Frontières (2026). ASF Expert Committee consensus on Standard 1. (E-009)

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