Organisation name Site or unit		FORM Disposition decision record	
Document ID	ED-FRM-002	**Version**	1.0
Status	Blank form, to adapt	**Issue date**	
Review date		**Replaces**	
Owner		**Approved by**	
Signature			

Form · ED-FRM-002 · Version 1.0 · Approved by the ASF Expert Committee

Supports: 36.4

1. Purpose

Records the decision to admit, transfer or discharge, the reason, and the handover given.

2. How to complete

- Record the decision and the reason when it is made.
- Record the handover given to the receiving team or facility.
- Record the records sent with the patient.

3. Checks

Check	Entry
Decision: admit, transfer or discharge	Yes
Reason for decision	Yes
Handover given (who, when)	Yes
Records sent with patient	Yes

4. Evidence

Reference	Note
E-009	Based on the WHO Emergency Care Systems framework and the Emergency Triage Assessment and Treatment guidance, the WHO Global Patient Safety Action Plan 2021–2030 for handover, and the ASF Hospital standard for senior clinician responsibility.
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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