Organisation name Site or unit		FORM Independent check-in record	
Document ID	HC-FRM-004	**Version**	1.0
Status	Blank form, to adapt	**Issue date**	
Review date		**Replaces**	
Owner		**Approved by**	
Signature			

Form · HC-FRM-004 · Version 1.0 · Approved by the ASF Expert Committee

Supports: 29.5

1. Purpose

Records each independent check-in for abuse and neglect, what the client said and any concern raised.

2. How to complete

- Record the check-in and who carried it out.
- Ask the client privately and record the answers.
- Record any concern and the report made.

3. Checks

Check	Entry
Client ID and date	Yes
Carried out by (independent of caregiver)	Yes
Client asked privately (yes or no)	Yes
Concern raised (yes or no) and report	Yes

4. Evidence

Reference	Note
E-009	Based on the WHO Global strategy and action plan on ageing and health 2016-2030, WHO Integrated care for older people (ICOPE) guidelines (2017), and WHO guidance on migrant health.
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)

Download this document as PDF