Organisation name Site or unit		FORM Emergency access arrangement record	
Document ID	HC-FRM-007	**Version**	1.0
Status	Blank form, to adapt	**Issue date**	
Review date		**Replaces**	
Owner		**Approved by**	
Signature			

Form · HC-FRM-007 · Version 1.0 · Approved by the ASF Expert Committee

Supports: 29.15

1. Purpose

Records how emergency responders would enter the home if the client cannot reach the door.

2. How to complete

- Record the access arrangement: lockbox, key holder or other.
- Check the arrangement works.
- Record the date of the check.

3. Checks

Check	Entry
Access arrangement (lockbox, key holder, other)	Yes
Key holder or code location (not the code itself)	Yes
Arrangement checked (date)	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)

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