Organisation name Site or unit		REGISTER Controlled drugs register	
Document ID	HOS-REG-001	**Version**	1.0
Status	Blank form, to adapt	**Issue date**	
Review date		**Replaces**	
Owner		**Approved by**	
Signature			

Register · HOS-REG-001 · Version 1.0 · Approved by the ASF Expert Committee

Supports: System S1 (Hospital), criterion S1.5

1. Purpose

Records every receipt, supply and administration of a controlled drug, with a count at each shift change.

2. How to complete

- Record each entry at the time it happens.
- Count and sign at each shift change.
- Report any difference at once.

3. Record fields

Date and time	Drug and strength	Received	Supplied	Balance	Signature	Witness

4. Evidence

Reference	Note
E-009	Set by national controlled drug rules.
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

No e-learning course is linked to this document yet.

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

> **Related standard**

- **Standard 3: Medicines and Pain**