

Symptom assessment chart

Form | HSP-FRM-001

Document type	Form
Title	Symptom assessment chart
Document ID	{{facility.code}}-HSP-FRM-001
Version and status	1.0 Issued for use. Pending ASF Expert Committee ratification
Prepared by	{{roles.quality_lead.name}}, Quality lead
Reviewed by	{{roles.clinical_director.name}}, Clinical director Date: _____
Approver and signature	{{roles.clinical_director.name}}, Clinical director Signature: _____ Date: _____
Effective date	{{document.effective_date}}
Next review	{{document.review_date}} (12 months, or sooner after any incident or change)
Replaces	None (new document)
Standards and criteria supported	Standard 10 (Hospice and Palliative Care), criterion 10.1
Evidence basis	E-006, E-009
Status of this document	Recommended best-practice model. A hospital may adopt, adapt or replace it with an equivalent that meets the same criteria.

Use this form when

Records the validated score for each symptom at each assessment, and the change to the plan.

1. How to complete

- Use the same validated tool each time.
- Record the score and the time.
- Record any change to the plan.

2. Items to check

#	Item	Standard or evidence	Yes	No	N/A	Action if No
1	Validated tool used (name)	Yes	☐	☐	☐	Action and who to tell
2	Pain score and time	Yes	☐	☐	☐	Action and who to tell
3	Breathlessness, nausea, anxiety, agitation scores	Yes	☐	☐	☐	Action and who to tell
4	Plan changed (yes or no) and reason	Yes	☐	☐	☐	Action and who to tell
5	Next review date	Yes	☐	☐	☐	Action and who to tell
6	Recorded by and date	Yes	☐	☐	☐	Action and who to tell

Completed by (name and role): _____ Date/time: _____ Signature: _____

3. Evidence

ID	Source and status
E-009	Based on the WHO Palliative Care guidance and the WHO Package of Essential Noncommunicable Disease interventions (2020).
E-006	ASF Policy Framework v1.2. Adapted.
E-009	ASF Expert Committee consensus.

EC = ASF Expert Committee consensus.

4. Change history

Version	Date	What changed	Approver and signature
1.0	{{document.effective_date}}	First version	Pending Expert Committee approval