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

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

Supports: System S4 (Long-term care), criterion S4.4

1. Purpose

Records each medicine compared at a change of care, each difference and the decision.

2. How to complete

- Complete at admission, transfer and discharge.
- Record each difference and the prescriber's decision.
- Give a copy of the final list to the resident and the next provider.

3. Record fields

Medicine and dose	On the resident's own list	On the home's list	Difference (none, missing, changed, extra)	Prescriber decision	Date and signature

4. Evidence

Reference	Note
E-009	Based on the WHO High 5s medication reconciliation standard operating protocol (2014).
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)

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> **Related standard**

- **Standard 28: Long-Term Care**