Organisation name Site or unit		FORM Functional maintenance plan record	
Document ID	LTC-FRM-003	**Version**	1.0
Status	Blank form, to adapt	**Issue date**	
Review date		**Replaces**	
Owner		**Approved by**	
Signature			

Form · LTC-FRM-003 · Version 1.0 · Approved by the ASF Expert Committee

Supports: 28.1

1. Purpose

Records the functional assessment and the individual maintenance and restoration plan for each resident.

2. How to complete

- Record the functional assessment and its date.
- Write the maintenance goals and the activities.
- Record each review and any change to the plan.

3. Checks

Check	Entry
Functional assessment (date, tool)	Yes
Maintenance and restoration goals	Yes
Activities and responsible staff	Yes
Review date and change	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 digital and AI governance.
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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