Organisation name Site or unit		FORM Counselling record	
Document ID	PHA-FRM-001	**Version**	1.0
Status	Blank form, to adapt	**Issue date**	
Review date		**Replaces**	
Owner		**Approved by**	
Signature			

Form · PHA-FRM-001 · Version 1.0 · Approved by the ASF Expert Committee

Supports: 17.2

1. Purpose

Records the counselling given on a new medicine, and whether the patient understood it.

2. How to complete

- Record the medicine and the counselling given.
- Record the patient's explanation back (teach-back).
- Record the high-risk flag and the pharmacist.

3. Checks

Check	Entry
Patient (ID) and date	Yes
Medicine and dose	Yes
How to take it explained	Yes
What to expect and what to report explained	Yes
Understanding checked (teach-back, yes or no)	Yes
High-risk medicine (yes or no)	Yes

Pharmacist	Yes

4. Evidence

Reference	Note
E-009	Based on the WHO Medication Without Harm guidance (2017) and the WHO Good storage and distribution practices (2010).
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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