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

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

Supports: 17.8

1. Purpose

Records a recall from the notice to the removal of stock and the contact with each patient affected.

2. How to complete

- Record the notice received and the batch affected.
- Record the time each item is found and removed.
- Record each patient identified and contacted, with the time.

3. Checks

Check	Entry
Recall notice (date received)	Yes
Batch affected	Yes
Stock located and removed (time)	Yes
Patients identified and contacted (time)	Yes
Recorded by	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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