Organisation name Site or unit		STANDARD OPERATING PROCEDURE **Recovery, discharge and follow-up after plastic surgery**	
Document ID	PLS-SOP-002	**Version**	1.0
Status	Blank form, to adapt	**Issue date**	
Review date		**Replaces**	
Owner		**Approved by**	
Signature			

Standards › **Standard 55** › **Standard operating procedures (SOPs)**

SOP · PLS-SOP-002 · Version 1.0 · Approved by the ASF Expert Committee

Supports: 55.5

At a glance

- Each patient has recovery monitoring, and is discharged only when the discharge criteria are met (DAY-FRM-002).
- Each patient has an escort and written advice on what to watch for.
- Each patient is contacted within the set time after discharge (AFT-REG-001).
- Complications are followed up and recorded (PLS-FRM-003).
- Stop and get help straight away if: a patient is discharged without an escort or written advice, or a complication is not followed up.

1. 1. Purpose

To make sure patients recover safely, go home with an escort and advice, and are followed up for complications (55.5).

2. 2. Scope

Applies to	Clinical and support staff in the hospital
Locations	All wards, clinics and departments of the facility

When	Whenever the activity described is carried out
Does not apply to	Activities covered by another document listed in section 15

3. 3. Definitions

Term	Meaning
Clinical lead	The doctor or nurse in charge of the area at the time

4. 4. Background

To make sure patients recover safely, go home with an escort and advice, and are followed up for complications (55.5).

5. 5. Responsibilities

Role	Responsibility	Competence
Surgeon	Sets the discharge criteria and the follow-up plan	Clinical lead
Recovery nurse	Monitors recovery and gives the written advice	Surgeon

6. 6. Materials and equipment

Item	Requirement	Condition
Records and forms named in this document	Current version	Checked before use

7. 7. Safety

- Stop and call for help if a patient is at immediate risk. Do not delay urgent care to complete paperwork.

8. 8. Before you start

- Confirm the forms and equipment named in this document are available and current.

9. 9. Procedure

Step 1. Monitor.

- Monitor recovery until the discharge criteria are met (DAY-FRM-002).

Key point: Monitored.

Step 2. Discharge.

- Discharge with an escort and written advice on complications.

Key point: Discharged.

Step 3. Follow up.

- Contact the patient within the set time, and record any complication (PLS-FRM-003).

Key point: Followed.

10. 10. Decision points

- No decision points in this procedure.

11. 11. Special situations

Situation	Action
Out of hours	Follow the same steps. Use the on-call contact on the wall of the area.

12. 12. Escalation

- Any serious problem goes to the duty clinical lead at once and to the clinical director the same day.

13. 13. Monitoring

Measure	Target	Frequency	Owner	If not met
Discharges with escort and written advice	100%	Monthly	Clinical lead	Escalate to the surgeon
Patients contacted within the set time	95%	Monthly	Clinical lead	Contact the remaining patients at once

14. 14. Records

Record	Kept in	Retention

Record named in this document	Patient record or the area file	the period set by the facility's records policy years

15. 15. Training

- Staff are trained in this document at induction and refreshed each year, with a recorded competency check.

16. 16. Related documents

ID	Title	Use
PLS-FRM-003	Discharge and complication follow-up record	Record
AFT-REG-001	Post-discharge contact register (existing, reused)	Register

17. 17. Evidence

Reference	Note
E-006	ASF Policy Framework v1.2. Adapted.
E-009	ASF Expert Committee consensus.

18. 18. Change history

Version	Date	What changed	Approval
1.0	the date of approval	First version	set Expert Committee approval

19. 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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