

Procedure competence register

Register | PRO-REG-002

Document type	Register
Title	Procedure competence register
Document ID	{{facility.code}}-PRO-REG-002
Version and status	1.0 Issued for use. Pending ASF Expert Committee ratification
Prepared by	{{roles.quality_lead.name}}, Quality lead
Reviewed by	{{roles.clinical_director.name}}, Clinical director Date: _____
Approver and signature	{{roles.clinical_director.name}}, Clinical director Signature: _____ Date: _____
Effective date	{{document.effective_date}}
Next review	{{document.review_date}} (12 months, or sooner after any incident or change)
Replaces	None (new document)
Standards and criteria supported	Standard 11 (Procedure Units), criterion 11.3
Evidence basis	E-006, E-009
Status of this document	Recommended best-practice model. A hospital may adopt, adapt or replace it with an equivalent that meets the same criteria.

Use this form when

Records the training and credential for each procedure each practitioner performs, verified with the issuing body.

1. How to complete

- Record one line per procedure per practitioner.
- Verify each credential with the issuing body.
- Recheck on the date the credential expires.

2. Record

Practitioner	Procedure	Training completed (date)	Qualification verified with issuing body (yes or no and date)	Credential expiry	Supervised until (date) or independent

Completed by (name and role): _____ Date/time: _____ Signature: _____

3. Evidence

ID	Source and status
E-009	Based on the ASF Expert Committee consensus and the WHO Guidelines for Safe Surgical Care and Safe Procedures (2009).
E-006	ASF Policy Framework v1.2. Adapted.
E-009	ASF Expert Committee consensus.

EC = ASF Expert Committee consensus.

4. Change history

Version	Date	What changed	Approver and signature
1.0	{{document.effective_date}}	First version	Pending Expert Committee approval