

Cross-border medicines and equipment declaration

Form | PTR-FRM-001

Document type	Form
Title	Cross-border medicines and equipment declaration
Document ID	{{facility.code}}-PTR-FRM-001
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	System S6 (Patient transfers and referrals), criterion S6.43, S6.42
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

Declares the medicines and equipment carried across a border, and the permission for the escort to practise.

1. How to complete

- Complete before the vehicle or aircraft leaves.
- List each medicine with its quantity and batch.
- Keep the signed copy with the goods.

2. Items to check

#	Item	Standard or evidence	Yes	No	N/A	Action if No
1	Each medicine listed with quantity and batch	Yes	☐	☐	☐	Action and who to tell
2	Equipment listed	Yes	☐	☐	☐	Action and who to tell
3	Export and import permission held for controlled items	Yes	☐	☐	☐	Action and who to tell
4	Escort permission to practise documented	Yes	☐	☐	☐	Action and who to tell
5	Declared by and date	Yes	☐	☐	☐	Action and who to tell

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

3. Evidence

ID	Source and status
E-009	ASF Expert Committee consensus.

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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