Organisation name Site or unit		FORM Teach-back record for key decisions	
Document ID	WTG-FRM-003	**Version**	1.0
Status	Blank form, to adapt	**Issue date**	
Review date		**Replaces**	
Owner		**Approved by**	
Signature			

Form · WTG-FRM-003 · Version 1.0 · Approved by the ASF Expert Committee

Supports: 45.5

1. Purpose

Records the teach-back check for each key decision, and whether the patient understood it.

2. How to complete

- Ask the patient to say in their own words what was decided.
- Correct and repeat the explanation where the patient is unsure.
- Record the result and any interpreter used.

3. Checks

Check	Entry
Decision (diagnosis, treatment, medicine or discharge)	Yes
Patient explained the decision in their own words	Yes
Gaps found and corrected	Yes
Interpreter used	Yes
Clinician name and date	Yes

4. Evidence

Reference	Note
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)

Download this document as PDF