Organisation name Site or unit		PLAN **Solo caregiver coverage plan**	
Document ID	HC-PLN-001	**Version**	1.0
Status	Blank form, to adapt	**Issue date**	
Review date		**Replaces**	
Owner		**Approved by**	
Signature			

Standards › Standard 29 › Plans and templates

Plan · HC-PLN-001 · Version 1.0 · Approved by the ASF Expert Committee

Supports: 29.31

1. Purpose

Names the alternative caregiver for each client served by a single caregiver, and the gap arrangements.

2. How to complete

- Name the primary caregiver and the alternative.
- Record how the client and family are told.
- Record the date the plan was tested.

3. Checks

Check	Entry
Client ID and primary caregiver	Yes
Named alternative caregiver	Yes
Client and family informed (date)	Yes
Plan tested (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	—	Initial release	Approved by the ASF Expert Committee

6. References

Accréditation Sans Frontières (2026). ASF Policy Framework v1.2. (E-006)

Accréditation Sans Frontières (2026). ASF Expert Committee consensus on Standard 29. (E-009)

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