Policy · SPM-POL-001 · Version 1.0 · Approved by the ASF Expert Committee

Supports: 20.1

At a glance

- Each athlete is assessed before treatment or clearance to train or compete.
- The assessment records the injury or condition, the sport, the training load and any red flags (SPM-FRM-001).
- A red flag is referred for urgent medical review the same day.
- No athlete is cleared with no assessment on file.
- Stop and get help straight away if: an athlete is cleared to train with no assessment on file.

1. Purpose

To make sure each athlete is assessed, and red flags found, before treatment or clearance (20.1).

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. Definitions

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

4. Background

An athlete treated without a proper assessment may be hurt further, or cleared to play while still injured. The assessment is the basis for every later decision on treatment and return to sport.

5. Responsibilities

Role	Responsibility	Competence
Lead sports physician	Owns the assessment standard	Clinician
Treating clinician	Assesses and refers red flags	Clinician

6. Materials and equipment

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

7. Safety

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

8. Before you start

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

9. Procedure

Step 1. Assess.

- Assess the athlete and record the findings, sport and training load on SPM-FRM-001.

Key point: Assessed.

Step 2. Refer red flags.

- Refer any red flag for urgent review the same day.

Key point: Referred.

Step 3. Clear only on record.

- Clear the athlete only when the assessment is on file.

Key point: Cleared on record.

10. Decision points

- No decision points in this procedure.

11. Special situations

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

12. Escalation

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

13. Monitoring

Measure	Target	Frequency	Owner	If not met
Athletes with an assessment on file before clearance	100%	Monthly	Lead sports physician	Escalate to medical director

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. Training

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

16. Related documents

ID	Title	Use
SPM-FRM-001	Athlete assessment record	Record

17. Evidence

Reference	Note
E-009	Based on the BJSM consensus on return to sport (2016) and the McCrory consensus statement on concussion in sport (2023).
E-006	ASF Policy Framework v1.2. Adapted.
E-009	ASF Expert Committee consensus.

18. Change history

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

E-learning for this document

- **Pre-Participation Screening & Risk Assessment** (FIT-01)

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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