
PATIENT CARE SERVICES
PATIENT CARE POLICY AND PROCEDURE MANUAL

GOAL: To facilitate evaluation of all potential organ, tissue, and/or eye donations of any and all patients who suffer cardiac death, irreversible brain injury, brain death or when brain death is imminent. This will be done in accordance with the State of Ohio Revised Code Section 2108, Ohio Senate Bill 188, and Ohio Senate Bill 158, as well as guidelines from Joint Commission Accreditation of Healthcare Organizations (JCAHO) sections R.1.2 and CMS (Center for Medicare & Medicaid Services).

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POLICY: To ensure compliance with State and Federal legislation, which states hospitals must establish policies to identify potential organ/ tissue/ eye donors routinely following the declaration of death, and to assure that the family is offered the opportunity to donate organs, tissues, and/or eyes.

C **A. Organ/Tissue Donations**

C **1. Only the LifeBanc coordinators will be designated requestors for potential organ or tissue donors (Will go into effect in January, 2003).**

C **2. No hospital staff member will be trained to be a designated requestor for potential organ or tissue donors.**

OBJECTIVES:

1. To ensure that the family of each potential organ, tissue and eye donor is informed of it's option to donate or to decline the option of donation, and to encourage discretion and sensitivity with respect to circumstances, views, and beliefs of the family of a potential donor.
2. To provide hospital personnel the information necessary to identify and maintain donors for organ, tissue, and eye donation.
3. To ensure the hospital works cooperatively with the designated procurement agency/agencies in educating staff, reviewing death records and maintaining potential organ donors until necessary testing can be completed and placement of organs/tissue/eyes can take place.

DEFINITIONS:

C **A. Next of Kin:**

Hierarchy of Consent/ Authorization:

- Donor designation per Ohio B.M.V. or other legal document (i.e.: state ID card, donor card, etc.)
- Spouse (common law not recognized in Ohio)
- Adult Son or Daughter
- Parent
- Adult Brother or Sister
- Grandparent
- Guardian of the Person
- Person authorized to dispose of the body

DEFINITIONS: Continued

- B. **Potential Organ Donor:** any person who has suffered a lethal, or potentially lethal, head injury or disease and is hemodynamically maintained with mechanical ventilation and is in the critical care setting.
- C C. **Potential Tissue Donor:** any person who has suffered cardiopulmonary death in any unit of the hospital and is not maintained with mechanical ventilation.
- D. **Organs:** heart, lungs, livers, pancreas, kidneys, and intestines (recovered from organ donors only).
- E. **Tissues:** heart valves, pericardium, saphenous veins, femoral vessels, bone, connective tissue, skin and eyes.
- F. **Brain Death:** an irreversible loss of function of all parts of the brain, including the brain stem.
- G. **Cardiopulmonary Death:** cessation of the circulatory and pulmonary function.
- C H. **Imminent Death:** any patient who has a fatal head injury or disease process or brain death testing is anticipated.
- I. **Early Referral:** call being made to donor referral line prior to the declaration of brain death on ALL patients suffering from a lethal head injury or disease process with a Glasgow Coma Scale of 3 – 5.
- C J. **Donor Referral Coordinator:** triage coordinator who answers initial referral call. For potential organ donors, triages call to Procurement Transplant Coordinator. For potential tissue/eye donors, works further with R.N./M.D. to determine suitability and facilitate donation process. They are the Designated Requestors for all tissue and eye donations.
- C K. **Procurement Transplant Coordinator:** a LifeBanc coordinator who will evaluate donor suitability, discuss donation process and facilitate organ recovery in conjunction with hospital staff.

PROCEDURE:

1. The registered nurse, physician or other designated individual will be responsible for placing a referral call to the *OneCall for Life* donor referral line and documenting the referral upon the cardiopulmonary death or imminent brain death of every patient.
 - a. Before making the call, **DO NOT** approach the legal next of kin about the option of donation.

PROCEDURE: Continued

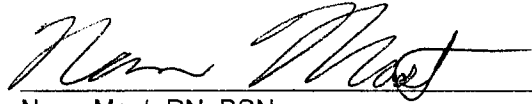
- C b. Call *OneCall for Life* donor referral line at **1-800-558-5433** on ALL patients:
- C 1) within one hour of suffering cardiopulmonary death
2) PRIOR to declaration of brain death on ALL patients suffering from a lethal head injury or disease process with a Glasgow Coma Scale of 3 – 5 (also called *early referral*)
- C 2. Prior to making a routine notification call, have the patients chart available and be prepared to provide information. If the decedent does not meet initial criteria, the notification process will be terminated and/or additional instructions will be given.
- C 3. If the patient is in the critical care setting and being hemodynamically maintained by mechanical ventilation and has suffered a potentially lethal head injury or brain death testing is anticipated, the LifeBanc Procurement Transplant Coordinator will discuss in detail a plan of action, and at an appropriate time, will come on site for further evaluation and assist with the consent/authorization process.
- C 4. If the decedent meets donation criteria for tissue and/or eye donation, request a telephone number where the next of kin can be reached within the next hour. The Donor referral Coordinator will call the family to discuss donation.
- C 5. If the family initiates a conversation about donation before leaving the hospital, notify the Donor Referral Coordinator who will then discuss donation before they leave.
- C 6. Final determination of recovery of tissues and/or eyes will be made only after the Donor Referral Coordinator has obtained:
- a. A hospital course summary from hospital personnel
b. A complete medical/social history from the legal next of kin
- C 7. The Coordinator will notify the hospital personnel when to release the body to the funeral home/coroner.

DOCUMENTATION:

1. Completion of the Authorization for Anatomical Gift and Release by the Appropriate Next of Kin or Other Person.
2. Completion of **all death records**.
3. Place LifeBanc reference number on Release of Deceased report under "Notifications" section.



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BB:BW:aw:sc:tc:lc:pr:jf;H:\share\pp\Organ\ ACH 1/13/03

ORIGINAL DATE: SHS: 4/93
REVISED DATE: SHS: 5/97, 4/99, 12/02

Obtain reference number _____

"OneCall for Life" Donation Checklist
1-800-558-5433
24-Hour Donor Referral Line

1. Before making the call, **DO NOT** approach the legal next of kin about the option of donation.
2. Request for consent will be carried out by the Donor Referral Coordinator at LifeBanc/Cleveland Eye Bank.
3. Call the **OneCall for Life** 24-hour donor referral line to report the death (or anticipated death if ventilator dependent).
4. Information needed for **routine notification** call:
 - Institution and phone number
 - Referring person's name, title, and unit
 - Ventilator status: current (heart beating), previous, never
 - Decedent's name, age, date of birth, sex, race, medical record number, social security number, height and weight.
 - Time and primary diagnosis/cause of death
5. **Basic Screening Information:** needed if patient meets preliminary criteria for donation.
 - Current diagnosis of **Cancer, Hepatitis B or C, HIV or AIDS, MRSA or VRE**
 - Current diagnosis of **Infection confirmed** by positive blood cultures, fever, elevated white cell count
6. **Secondary Screening Information:** needed if basic screening information does not rule out the possibility of donation.
 - Past Medical History, including eye disease/surgery
 - Circumstances of death and/or brief hospital course summary
 - Transfusions and Infusions
 - Condition of body (tattoos, piercings, wounds, trauma, etc.)
 - Medications
 - Temperature, trends in vital signs, I& O's (if applicable)
7. **Additional Information Required:**
 - Availability of next of kin – **Be sure to get the phone number where they can be reached within the next hour (i.e.: relative, neighbor, cell phone, etc.)**
 - If next of kin initiates a conversation about donation, and wishes to speak with the coordinator while at the hospital, move them to a quiet, private location with a telephone. Notify **OneCall for Life** immediately.
 - Coroner's case?
 - Attending physician
 - Funeral Home, contact and phone number (if available)
 - Donor Referral Coordinator will inform you of family's decision and instruct you further if consent has been obtained.
 - DO NOT RELEASE THE BODY TO THE CORONER OR FUNERAL HOME UNTIL THE DONOR REFERRAL COORDINATOR NOTIFIES YOU OF THE OUTCOME.**