NHS Lothian

Confirmation of Death: Flow Chart for Community Nurses

The Registered Health Care Professional (RHCP) is identified by line manager. RHCP completes Confirmation of Death training, reads Confirmation of Death Policy & Procedure & key resources. RHCP completes competency checklist, which includes a self-assessment, verbal discussion & sign off by line manager.

RHCP receives request to confirm a death from GP or Out of Hours service (OOHs)

Is a RHCP who is trained and competent to confirm death available? → NO → Locate another suitably trained & competent RHCP e.g. doctor, other RHCP, who can confirm a death or contact manager for advice

RHCP accepts referral noting any key information, e.g. ACP / DNACPR/ KIS, any known risks & initiates required actions .Takes equipment: PPE, stethoscope, torch & watch with a second hand, & relevant documentation.

RHCP attends & introduces self to family / carers, checks & gathers relevant information about deceased person

From initial meeting, have you any concerns regarding the circumstances of death or aware of any factors that may indicate the need to refer this death to the Procurator Fiscal / Police? → YES → Escalate to appropriate person or service, e.g. line manager, referring agent/medical practitioner, police

Either proceed to confirm death or act in response to guidance following escalation

NO

- **Proceed to undertake confirmation of death clinical signs check as per NHS Lothian Confirmation of Death Procedure also adhering to related policies**
- Complete Confirmation of Death recording template & document in healthcare record
- Attend to any cultural & religious requirements
- Attend to family, & give information booklets

Following procedure are you aware of any concerns regarding the circumstances of death or any factors that may indicate the need to refer this death to the Procurator Fiscal / Police? → YES → Escalate to appropriate person or service, e.g. line manager, referring agent/medical practitioner, police.

NO

Inform referring agency i.e. GP / OOHs that death has been confirmed & communicate any key information identified. Out of Hours DNs will report back to LUCS who need to report the Confirmation of a Death to the relevant GP surgery via their system. During working hours, evenings & weekends DNs will inform the GP via their usual processes.

Inform the Medical Practitioner responsible for issuing MCCD; make aware of any key information. File Confirmation of Death recording template in District Nursing records & arrange for this record to be returned to the appropriate GP practice, and record Confirmation of Death on TRAK where available.