Confirmation of Death: Flow Chart for Inpatient areas

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 ward

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. TEP/ Trak/ 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 / nursing staff, checks & gathers relevant information about deceased

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 on Trak (/deathconf) and Deceased inpatient notification form. Document in healthcare record
- Attend to any cultural & religious requirements

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 ward that death has been confirmed & communicate any key information identified. RHCP will report the Confirmation of death via their usual processes.

Inform the Medical Practitioner responsible for issuing MCCD; make aware of any key information. Record Confirmation of Death on TRAK.