

TIP SHEET HOSPITAL INFORMATION SYSTEM (HIS)

INPATIENT DEATH DOCUMENTATION

When a patient is deceased and is pronounced by provider (or nurse if provider not present) these steps are to be followed within the domain after all EOL patient care steps are met:

 Following a patient death, the first step is to have a "Discharge Order" placed on the patient. The prescriber or the nurse can place this order (nurse can place if the prescriber is not present). If a nurse is placing the order, they must use the "Clinical Intervention" communication type when placing the order. Nurse must choose correct "Discharge Patient To" option in the drop-down box. Once the order details are complete, the nurse must select "Sign".



2. The next steps following a patient death is to contact Trillium Gift of Life Network (TGLN). The paper form will remain available to supplement calls when obtaining the TGLN number. Once a TGLN number is obtained, it can then be documented in the Trillium Gift of Life Notification section of Interactive View and I&O. For Adults, this band is location in the Adult ICU Quick View/Adult Quick View band. For pediatric nurses the band is location in the Pediatric Systems Assessment band.

X Adult ICU Quick View	
Transfer of Care	
Provider Notification Activities of Daily Living	Find Item Critical High Low Abnormal Unauth Flag
Environmental Safety Management Measurements Vital Signs	Result Comments Rag Date Perform
O2 Therapy/Titration Cardiac Rhythm Analysis NEWS	4/Nov/2024 13:20
Pain Assessment	Triggers met for referral to TGLN?
Pain Evaluation	TGLN #
Glucose Capillary Blood Point of Care	Details
Restraint Episode	TGL Form Completed
Restraint Evaluation	TGL Call Placed
Restraint Debriefing	
Trillium Gift of Life Notification	
Critical Event	





NOTE: If the Trillium Gift of Life Notification is not visible in the band, you can add it in by clicking the Customize View icon searching for the dta, and selecting the check mark to add it onto view and click OK. See the image below.

Result	😰 ZZINA, MACKE	NZIE ANN - 11002916	.n/		
	Customize Pref	erences Dynamic Groups			
vital signs	Display Nam	1	On View	Default Open	1
Temperature Avillani	Restraint Deb	riefing	P		
Anical Heart Rate	Community !	Services	Ö	ñ	
Peripheral Pulse Rate	Trillium Gift e	of Life Notification		E E	1.
Heart Rate Automatic	Critical Event			ö	
Respiratory Rate				100	
Respiratory Effort	Search for Item-	Trillium			
SpO2	Search ten merte				
SpO2 Location	and the second				
SBP/DBP Cuff	In Section: Cardiac Rhythm Analysis				
Mean Arterial Pressure					
Cuff Location				and the second second	_
Right Draccura Mathe		Collapse All	Expand All	OK Can	icel

3. Once the TGLN documentation is completed document the death record by clicking on the

AdHoc button on the top tool bar. Navigate to Admission/Transfer/Discharge folder and select Death Record then select chart to launch the PowerForm.

Admission/I ransfer/Discharge Assessments Interventions/Care Inpatient BSO/GAP Outpatient Paediatrics All Items	 Admission History Adult Admission History Paediatric Contact Information Death Record Facility Transfer Gals of Care Discussion Infectious Disease Risk Screening Non Urgent Patient Transportation Nor Urgent Patient Transportation Nor Using Discharge Summary P.I.E.C.E.S Shared Care Plan Pre Operative Checklist Pre Procedure Checklist END0 CLCL Preprocedure Assessment Comprehensive 	
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			4.0 mm	Show Sign Confirmation
Performed on: 04	/Nov/2024 - V 15:14 EST		By: NHS Te	st03, Nurse - Critical Care
Notification	Notification of De	ath		
Coroner				
Infectious Disease	Pronounced By	Date/Time of Death	Name of Attending Physician	Date/Time Attend
Autopsy	4	x /xxx /xxxx	9	**/***/***
Disposition	Notified of Death	Death Certificate Status		
	Attending physician Consulting physician Coroner	C Completed C To be completed		
	Family member		Date /Time Trillium Natified	
	Trillium Gift of Life network Other:			
	Trillium Gift of Life network	ed for all patients 79 and younger. F	For infants and neonates, only those ED, call regardless of age.	that are greater
	Trillium Gift of Life network	ed for all patients 79 and younger. F	For infants and neonates, only those ED, call regardless of age.	that are greater
	Trillium Gift of Life network Uther: Trillium gift of Life must be calle or equal to 36 weeks corrected Physician Instructions No autopsy required Release body to morgue Release body to fumeral home Autopsy required	d for all patients 79 and younger. F gestational age. Critical Care and I Remove lines, tubes, and drains Other:	For infants and neonates, only those ED, call regardless of age.	that are greater
	Trillium Gift of Life network Uther: Trillium gift of Life must be calle or equal to 36 weeks corrected Physician Instructions No autopsy required Release body to funeral home Autopsy required Name of Person Notified	A control of the number of the	For infants and neonates, only those ED, call regardless of age.	that are greater

The Death Record power form will open as seen below.

Document in the Death Record Powerform noting the following:

- a. If coroner case document Coroner section of Death Record PowerForm
- b. If autopsy requested document in Autopsy section of Death Record PowerForm
- c. Document Notification of Death section in the Death Record Powerform
- d. When charting is complete, press the green checkmark \checkmark to sign and save









4. Place Communication Order for Spiritual Needs and/or Social Work as applicable

- a. From the blue Table of Contents, select +Add beside Orders
- b. Search and select applicable order (Consult to Spiritual Care, Consult to Social Work)

Interactive View and	18.0	-	
Activities and Interve	entions	ZZINA, MACKENZIE ANN - Add Order	
Medication List	+ Add	ZZINA, MACKENZIE A MRN:11002916 Admin Sex:Female DOB:13/Nov/1992	Allergies: sul
Orders	+ Add	*Code Status:Resuscitative Isolation:Contact, Airborne.	Alerts:NH Vi
Documentation		Diagnoses & Problems	
Results Review		Search: consult to	spir
Appointments		Diagnosis (Problem) being Addressed this Visit	Spiritual Care
		🕂 Add 笃 Convert Display: All	Search

Search and select Physician name and select appropriate communication type. Then press OK.

Order Date/Time	2			
04/Nov/2024	* ~	1525	•	ES
*Communication t	ype			
Phone with Rea Verbal with Rea Written Clinical Interve Initiate Plan Downtime Back Medical Directi	ad Back ad Back ntion c Entry ve	(Cosigr (Cosigr	վ վ	

Enter in order details and click **Sign** when complete.

ders for Signature				
	Status Start	Details		
SC 4AA; SC4A99; D Fin:22-00335	8 Admit: 2024-Jul-16 07:00			
Interprofessional Consults				
🔲 👘 😣 Consult to Spiritu	al C Order 2024-Nov-04 1	:25 04/Nov/2024 15:25 EST		
Details for Consult to Sp	iritual Care			
S Details 💷 Order Comments	s 🔯 Diagnoses			
- 2. h. 8 v				
'Requested Start Date/Time: 04.	/Nov/2024 🗧 🗸 1525	EST EST	Priority:	
*Reason for Consult:	~		Special instructions:	
			SPECIAL INFORMATION AND A SPECIAL INFORMATION AND AND A SPECIAL INFORMATION AND A SPECIAL INTERNAL AND A SPECIAL INTERVA	
Order for future visit:	Yes 🔿 No			
Be	reavement	^		
Cr	isis Care	-		
CL	ultural Needs			
De	ecision-making			
Eti	bical Concerns/Issues			
Evi	intential Evolution/Meaning Makin			
E.	steritar exploration meaning making	9		
ra C	The support			
Gr	let Counseling			
Ne	Aw Diagnosis			
Pa	lliative Care/End-of-Life Support			
Re	ligious Needs, Practices or Rites			
Sa	cramental	~		
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issing nequieu Details DX Labi	s unuels nur Cosignature Ur	Jets not mulse memely		sign

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5. Once all physical End Of Life care is complete, utilize **Capacity Management** for patient transport request if the patient is going to the morgue.

Launcher	Point Of Care Result Entry	🖺 Scheduling Appointment Boo	c 🛃 Capacity Management	Result Copy

6. The final step once the patients body leaves the unit is to place a PM Conversation Discharge Encounter. Select the application on the top tool bar and choose "Discharge Encounter". The Discharge Encounter page will appear. Complete all mandatory yellow boxes. Within the "Discharge Disposition" drop down, select the appropriate reason. Select "Complete" once done.

0.			纲 Discharge Encounter				- 🗆	×
۲ ا	M Conversation Medical Record	Ke	01/May/2024	13:47	it finite. ▼			^
	Cancel Bed Transfer							_
	View Encounter		Facility: SCS	Building: SCS				
	Discharge Encounter		Inpatient/Ambulatory Unit:	Room:				
	Bed Transfer	1	SC 2BB	SC2B13				
	Infection Control		Bed:	Attending Pro Tam, Benjam	vider: in Ho-Lai, FRCPC 🔍			
	LOA	-	Discharge Information					- 1
	Update Alerts		*Discharge Date (DD-MMM-YYYY):	*Discharge Tin	ne:			
	Telephone Visit		*Discharge Disposition:	Discharge Pers	sonnel ID:			
	Cancel Discharge	2	Absent without pass/leave (AWOL) Correctional facility	^				_
	Add / Modify Person		Died in facility Died while on pass/leave			Complete	Can	v ncel
	WH Manage Family Relationship		Died with MAID Re- Discharge to Complex Care- External		NHSHUC0	2 C3076 1	1/Nov/2024	10:33
			Discharge to Rehab IP care- External Discharged to Inpt facility- External	~	Conter Test, Physicial	- raculatric	Comer	



