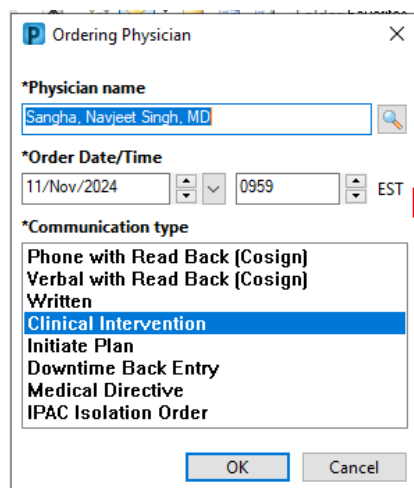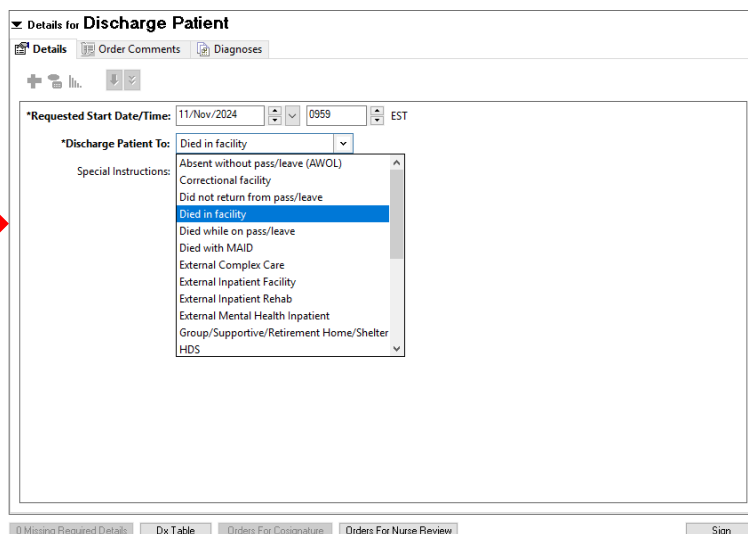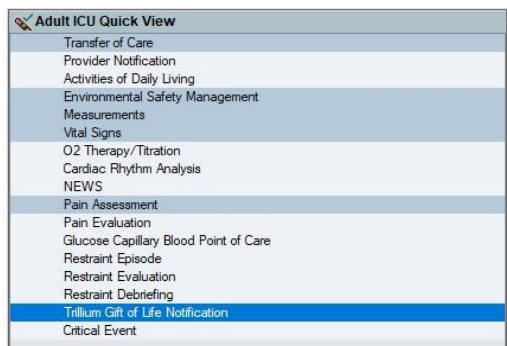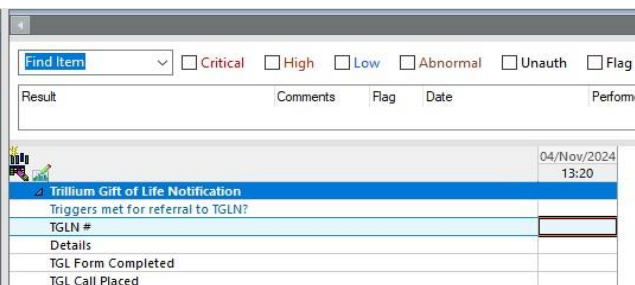## INPATIENT DEATH DOCUMENTATION

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:

1. 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**".
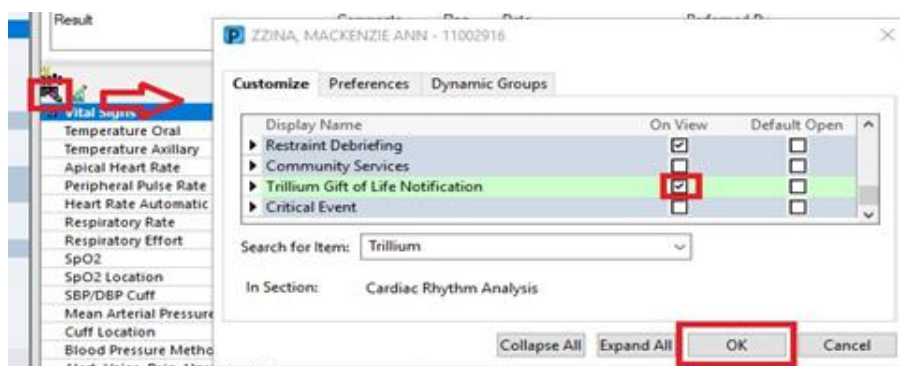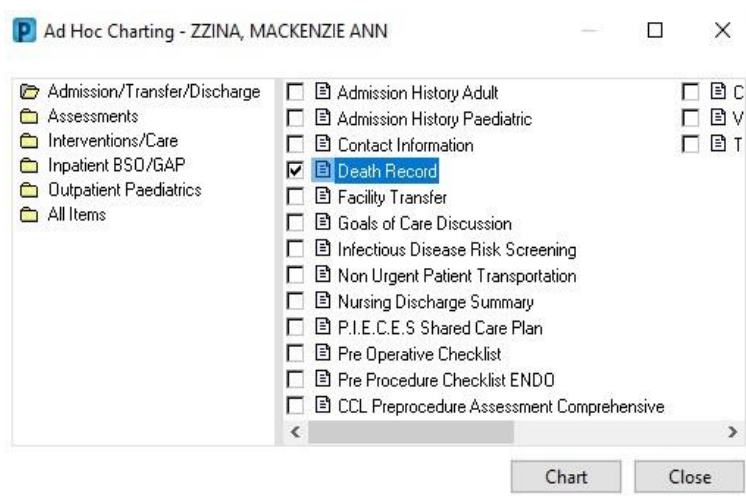

2. The next steps following a patient death is to contact Trillium Gift of Life Network (TGLN). The paper form will remain available to supplement calls when obtaining the TGLN number. Once a TGLN number is obtained, it can then be documented in the **Trillium Gift of Life Notification** section of **Interactive 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**.
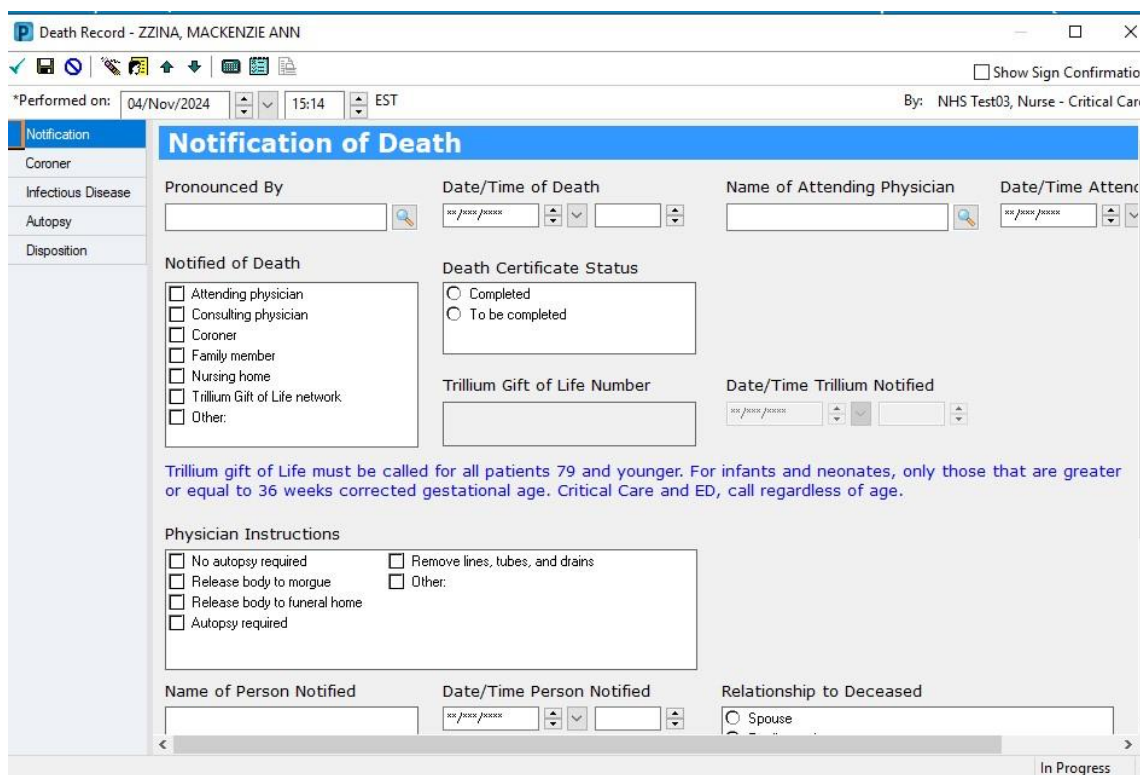
NOTE: If the Trillium Gift of Life Notification is not visible in the band, you can add it in by clicking the Customize View icon searching for the dta, and selecting the check mark to add it onto view and click OK. See the image below.

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.

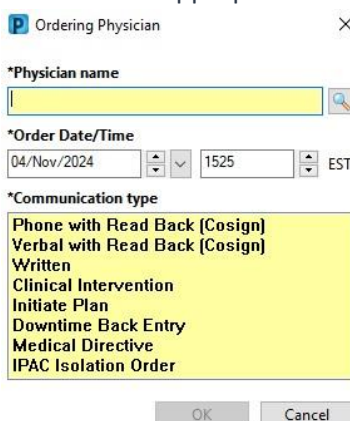The Death Record power form will open as seen below.

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**

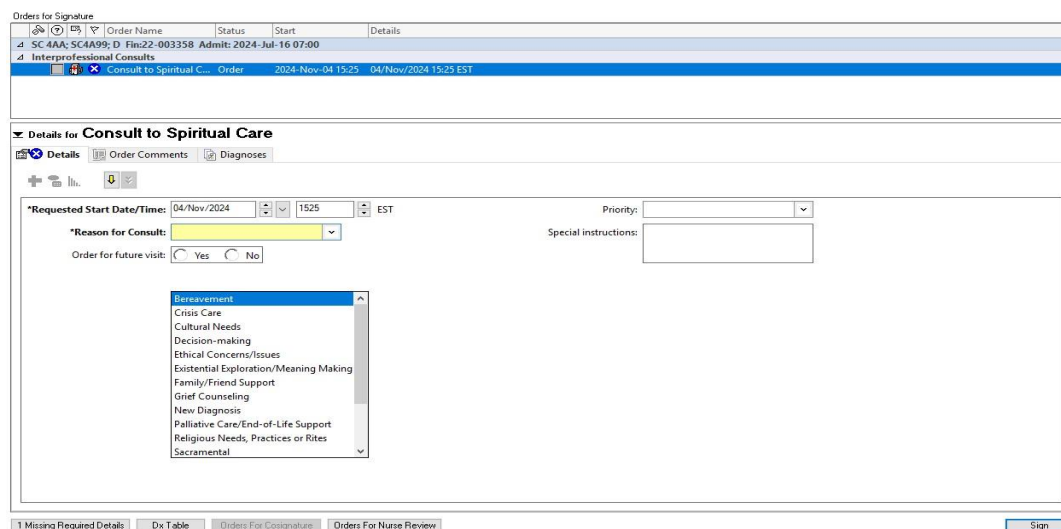   d.   When charting is complete, press the green checkmark ✔ to sign and save

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)
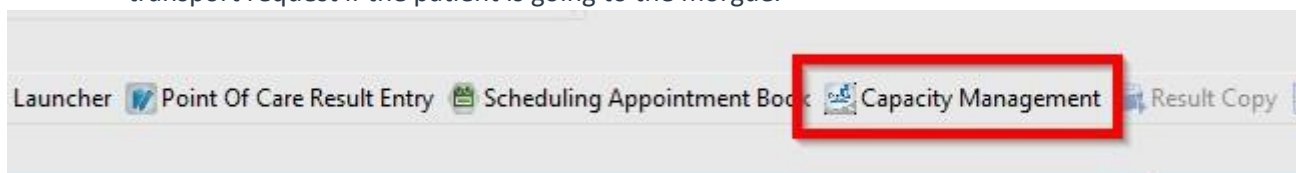

Search and select **Physician name** and select appropriate communication type. Then press OK.
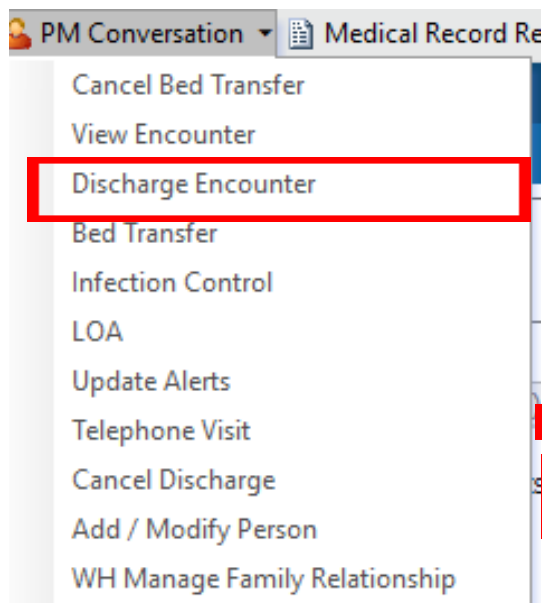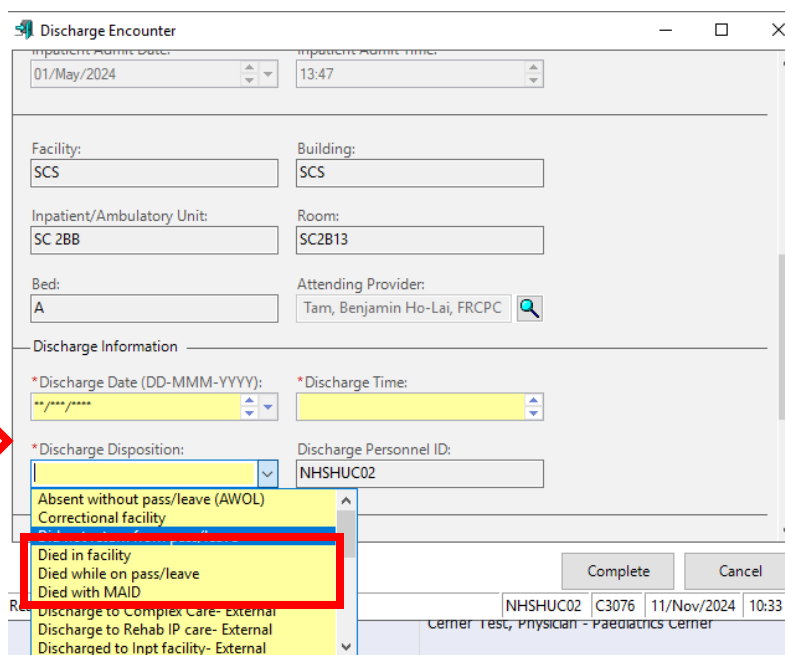

Enter in order details and click **Sign** when complete.

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.

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.