

Requesting Pediatric/Stillborn Autopsies from Alberta Children’s Hospital

Applicability This document applies to all Laboratory personnel of the Central Zone, Red Deer Pathology Department.

Purpose This document describes the process/procedure for Central Zone sites to request a pediatric or stillborn autopsy.

NOTE: Central Zone is responsible for North Zone. This process/procedure is applicable to any request coming from a North Zone site.

Procedure

Step	Action	Detail
1.	Complete Calgary Laboratory Services Autopsy consent form in full (all section MUST be completed).	<ul style="list-style-type: none"> • Use AHS Consent for Autopsy #160012 (Rev2014/15). <ul style="list-style-type: none"> • Name, date of birth, Health Care Number • Date/Time of Death • Current Location • Legal Next of Kin • Signed by both immediate next-of-kin (see consent form for specifics) and physician requesting the autopsy. • The witness cannot be the physician requesting the autopsy. • The consent is valid only if signed after the date/time of the patient’s death.
2.	Label the autopsy consent and the baby as follows:	<p>A live born</p> <ul style="list-style-type: none"> • Ensure there is a demographic label placed on the outer packaging and an identification tag (that contains the demographic information) attached to the baby. It is also helpful if an additional label is placed on the outer package stating “Baby of” (mom’s name and ULI #). • Label autopsy consent form with the baby’s demographic label on the front and back sides. • Print 2 extra labels and clip to Vital Stats paperwork. <p>A stillborn</p> <ul style="list-style-type: none"> • Ensure the Mother’s demographic label with the additional comment “baby of” is placed on the outer packaging and directly on the identification tag (that contains the demographic information) attached to the baby. For the little ones, a wrist band which includes the demographics; placed around the abdominal area works well.

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(Authorized individuals are: lab personnel designated in their zone/program or provincial role to produce print copies)

		<ul style="list-style-type: none"> Label autopsy consent form with the Mother's patient demographic label on the front and back sides. Write "Baby of" above the Mother's patient demographic label. Print 2 extra labels with mom's name and write "baby of" and clip to Vital Stats paperwork.
3.	Once the autopsy consent form is completed, call ACH Pathology staff at 403-955-7305, to inform them that the autopsy consent form is going to be faxed. Leaving a message is sufficient.	
4.	Fax both sides of the autopsy consent form to ACH Pathology staff at 403-955-7025.	
5.	Once the autopsy consent has been reviewed by ACH Pathology staff; they will call you to let you know if anything else is needed or if anything needs to be clarified.	
6.	Send the Original forms of the Vital Statistics documents listed below with the baby (the Originals must be sent in the event that the family wants to pick up the body):	<p>For a Stillbirth</p> <ul style="list-style-type: none"> Send completed Notice of Live birth or Stillbirth. Send completed Registration of Stillbirth. Send completed Medical Certificate of Stillbirth. Send completed Consent for Autopsy. <p>For a live birth</p> <ul style="list-style-type: none"> Send completed Registration of Death. Send completed Medical Certificate of Death. Send completed Consent for Autopsy.
7.	Sending site to provide <u>copies</u> of the Patient Care Records with the body, including:	<ul style="list-style-type: none"> Ultrasound reports. Prenatal records for current pregnancy. Labor and delivery records. Mother's hospital chart for current admission. Infant's hospital chart (if livebirth).
8.	Relevant laboratory investigations (if performed), including: maternal type and screen, maternal serology, maternal serum screen, cytologic testing, gestational diabetes screen, group B strep screen, Kleihauer-Betke test, hemoglobin A1C, TORCH screen, hemophilia workup.	
9.	Send the placenta fresh (preferred) or in formalin.	<ul style="list-style-type: none"> Any testing (cytogenetics, microbiology, stillbirth protocol) that the attending wants done on fresh placenta must be collected at the delivery site and processed through the local laboratory.

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Page 2 of 4

		<ul style="list-style-type: none"> Label placenta container with the Mother's Patient demographic label. Indicate specimen site on the label (placenta) and submit with Surgical Requisition (though Anatomical Pathology Requisitions from North or Central Zone will be accepted, the Calgary Laboratory Services Anatomical Pathology Placenta Requisition CLS Form # REQ9036AP is preferred).
10.	When it's confirmed that the baby is being transported to the Alberta Children's Hospital for an autopsy the sending site will contact ACH Admitting/Vital Statistics at (403) 955-7212 and ask to speak with the lead clerk. Provide name of patient and that they are on their way from Red Deer Regional Hospital or other North and Central zone sites for an autopsy.	
11.	Transport to and from Alberta Children's Hospital is to be arranged by, and is at the expense of, the sending location (North or Central Zones).	
12.	When delivering to the Alberta Children's Hospital, the funeral home presents to Admitting Vital Stats. The funeral home driver is required to provide photo ID and all supporting paperwork. Admitting will provide the Deceased Patient or Stillborn Transfer and Release form, contact Security and direct the transport driver to the loading dock. Security will accompany the driver to the morgue to sign in the baby and placenta – NB Security will require the drivers photo ID as well.	
13.	Please provide a contact name and number of the funeral home who is picking up the baby.	
14.	Admitting/Vital Stats will contact the funeral home for pickup, once the autopsy is complete and the baby is ready for release.	
15.	When picking up, the funeral home presents to Admitting/Vital Stats to pick up the Deceased Patient or Stillborn Transfer and Release paperwork and then be directed to the loading dock to be met by Security.	Security will require the Deceased Patient or Stillborn Transfer and Release form in order for Security to release the baby back to the funeral homes care.

Procedural Notes

- Any assistance or questions can be forwarded to Linda Southern at the Red Deer Hospital 403-314-6098.

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Page 3 of 4

References

- N/A

Related Documents

- N/A

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Page 4 of 4