Consultant Mortality Checklist

Name of Baby: _____ **Date of birth:** _____

Named Consultant for FU:_____ **Date of death:** _____

NHS Lothian

Initial	**Immediate**
☐	Confirm death and document in Badger
☐	Complete Datix

Within 24h or next working day

☐	Issue death certificate-Certificate goes to mortuary (certificates may be in locked draw)
☐	Complete neonatal death registration form
☐	Complete discharge summary (copy to all relevant specialties involved in care)
☐	Alert Procurator Fiscal if relevant*** (sfiueast@copfs.gov.uk)
☐	Trak decease baby*
☐	Complete care of deceased patient infection risk form
☐	Inform neonatal secretaries**, obstetrician and other paed specialty teams of death by email
☐	Contact GPs of both parents (will need to get GP details for non birth parent to enable this to happen)
☐	PM discussion + animation (https://vimeo.com/272820256)
☐	PM consent Plus PM request form
☐	Notify Pathology of PM consent by email (*NeonateRIE.Pathology@nhslothian.scot.nhs.uk*) + phone (27177)
☐	Ensure managing lactation and Memory milk gift donation after loss has been discussed
☐	Inform family about PMRT and Key Contact role
☐	Provisionally reserve time slots for bereavement counselling with secretrary 6-8wks
☐	Tell families about bereavement support service (1mo, 3mo, 6mo, 9mo)

	Post Mortem
☐	Communicate gross findings to family and document

Within 8 weeks

☐	Bereavement counselling meeting occurs
☐	Give Book of Rememberance letter
☐	Write to parents (copy to GP/HV/Key contact) to record meeting
☐	If parents decline invitation to meet send letter of acknowledgement

*Trak decease

Login to Trak

Change user location to "Maternity Clinical User RIE"

Select correct patient from NNU holding area

Select ATD Menu

Select Dec'd

Enter details of death (date, time etc)

Enter password and update

**Neonatal secretaries email:
loth.nnumedicalsecretaries@nhslothian.scot.hs.uk

***Death certificate review service support No:
03001231898 - can advise about what you can put on a death certificate and when to contact PF