



MONTANA STATE HOSPITAL POLICY AND PROCEDURE

ORGAN AND TISSUE DONATION

Effective Date: May 22, 2015

Policy: PH-05

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I. PURPOSE: To clarify issues regarding potential organ, tissue, and eye donations from Montana State Hospital (MSH) patients. To comply with State and Federal requirements for participation in organ donation programs and offering this service.

II. POLICY:

- A. MSH adheres to the Guidelines of the American Council on Transplantation. The Hospital contracts with LifeCenter Northwest, which is a designated regional organ, tissue, and eye donation agency. LifeCenter Northwest provides the services of a transplant coordinator who can answer questions that patients or families may have regarding organ/tissue/eye donation.
- B. MSH recognizes the right of every individual to determine the disposition of his/her organs and tissues upon death. When a patient has not made his/her wishes known through the donor registry, or through a properly executed document of anatomical gift, families of potential donors should be offered the option of donation. Staff of this hospital will exercise discretion and sensitivity for the circumstances, beliefs and desires of the families of potential donors.
- C. Prior to approaching the family, all patient deaths at MSH will be reported to the Donor Referral Line, regardless of age or medical/social history, to determine medical suitability for tissue and eye donations. MSH staff will provide timely notification to the donor referral line. Timely notification is defined as notification within one hour of the patient meeting imminent death, brain death, or cardiac death. Staff from LifeCenter Northwest are responsible for contacting the family, though MSH staff may assist if requested.
- D. MSH does not provide services to severely brain injured, ventilator dependent patients meeting the defined criteria for imminent death. Neither does MSH have an operating room. Therefore, no organ donations will occur on site.
- E. MSH works cooperatively with the donation agencies in reviewing death records to improve identification of potential donors.
- F. MSH works cooperatively with the donation agencies in educating staff on donation issues.

III. DEFINITIONS:

- A. *Imminent Death* - a severely brain injured, ventilator dependent patient, with either clinical findings consistent with a Glasgow Coma Scale (GCS) of 5 or less, or a plan to discontinue mechanical or pharmacological support.

IV. RESPONSIBILITIES:

- A. The on duty Nursing Supervisor or designee is responsible for making the contacts required under this policy including “timely notification;” within one hour of the patient meeting imminent death, brain death, or cardiac death to the Donor Referral Line at 1-(888) 266-4466.
- B. The Purchasing Specialist shall be responsible for maintaining the contract with the organ/tissue/eye donation organization(s).

V. PROCEDURE:

- A. At the time of all patient deaths the Nurse Supervisor or designee will contact the Donor Referral Line at **1-(888) 266-4466** to evaluate medical suitability for donation, regardless of age or medical/social history. The referral call is placed prior to approaching the family about the possibility of organ/tissue donation.
- B. The LifeCenter Northwest donor coordinator will facilitate family notification of patient’s donor registration and/or approach the family with the help of hospital staff. Once medical suitability is determined by the donor coordinator, hospital staff can introduce the topic of donation to the potential donor family and then connect the family to the donor coordinator over the phone. ***The donor coordinator is then responsible for providing donation information and gaining consent if the family wishes to donate.***
- C. The LifeCenter Northwest is responsible for making arrangements to transport the donor to an appropriate facility to perform tissue recovery. Eye only recovery may occur in the patient room, funeral home or the morgue. See Attachment B. MSH will not assume any expenses related to organ, tissue, or eye donation.
- D. In the event of pending tissue/eye donation and in consultation with the appropriate agency, the Nurse Supervisor or designee will ensure the following:
1. Tissue Donor: Cool body as soon as possible
 2. Eye Donor: Saline irrigation to eyes
Eyelids completely closed
Elevate head of bed

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- E. The Nurse Supervisor or designee will document outcomes of the referral call, medical suitability, and request (if applicable) in Sections I and II of the **Organ & Tissue Donor Inquiry/Information to Funeral Home** form (see Attachment A).
 - F. The Nurse Supervisor or designee will complete all information regarding notification and disposition in Sections III and IV of the **Organ & Tissue Donor Inquiry/Information to Funeral Home** form.
 - G. The Organ & Tissue Donor Inquiry/Information to Funeral Home form is filed in the deceased patient's medical record under the Legal section.
- VI. REFERENCES:** Hospital Licensure Standard 482.45, Organ, Tissue, and Eye Procurement.
- VII. COLLABORATED WITH:** Director of Nursing, Medical Staff.
- VIII. RESCISSIONS:** PH-05, *Organ and Tissue Donation* dated January 20, 2012; PH-05, *Organ and Tissue Donation* dated May 2, 2008; PH-05, *Organ and Tissue Donation* dated August 22, 2006; PH-05, *Organ and Tissue Donation* dated August 4, 2003; PH-05, *Organ and Tissue Donation* dated March 31, 2003; PH-05, *Organ and Tissue Donation* dated July 13, 2001; PH-05, *Organ and Tissue Donation* dated February 14, 2000; and PH-05-96-N, *Organ and Tissue Donation* dated November 1, 1996.
- IX. DISTRIBUTION:** All hospital policy manuals.
- X. ANNUAL REVIEW AND AUTHORIZATION:** This policy is subject to annual review and authorization for use by either the Administrator or the Medical Director with written documentation of the review per ARM § 37-106-330.
- XI. FOLLOW-UP RESPONSIBILITY:** Medical Director
- XII. ATTACHMENTS:** For internal use only.
- A. Organ and Tissue Donor Inquiry/Information to Funeral Home Form
 - B. LifeCenter Northwest Donor Hospital Memorandum of Agreement & Addendum

Signatures:

John W. Glueckert
Hospital Administrator

Thomas Gray, MD
Medical Director