



Rancho Los Amigos National Rehabilitation Center

ADMINISTRATIVE POLICY AND PROCEDURE

SUBJECT: ORGAN/TISSUE DONOR PROTOCOL

Policy No.: B515

Supersedes: October 5, 2018

Revision Date: December 21, 2022

Page: 1 of 4

PURPOSE:

To meet Federal and State legal requirements to determine organ and tissue donation intent of patients/Decedents and/or ensure the terminal patient or decedent's next of kin is aware of the option of anatomical gift including organ/tissue donation.

To provide established guidelines for notification of appropriate agencies of potential organ or tissue donors at Rancho Los Amigos National Rehabilitation Center.

POLICY:

Healthcare workforce members at Rancho Los Amigos National Rehabilitation Center "Rancho" shall notify the organ procurement agency by telephone of all instances of patient deaths and where applicable instances of imminent deaths.

The patient's physician is responsible for death declaration of patients who sustained irreversible cessation of circulatory and respiratory function or irreversible cessation of all function of the entire brain including brain stem. A second licensed physician is required when determining death using the neurologic criteria. Neither the physician making the initial declaration of death nor the physician making a second independent declaration may participate in the procedures for removing or transplanting an organ.

Any person employed or contracted by the Department of Health Services is prohibited from receiving any reimbursement from donor harvesting organization for harvesting organs in County facilities.

The unit nurse manager, house supervisor, or designee is responsible for ensuring the organ donation agency is notified timely.

PROCEDURE:

1. Death Declaration

- A. Cardiac Death is defined as irreversible cessation of circulatory and respiratory functions. A single physician may determine that death has occurred using cardiopulmonary criteria.
- B. Brain Death is defined as irreversible cessation of all functions of the entire brain, including the brain stem. An independent declaration of death by a second licensed physician is required when determining death using neurologic criteria. Refer to Administrative Policy B866 – "Declaration of Brain Death."

EFFECTIVE DATE: February 1988

COUNTY OF LOS ANGELES • DEPARTMENT OF HEALTH SERVICES

APPROVED BY: *Ben [Signature]*

2. It is the responsibility of the licensed physician directly overseeing the care of the patient to determine the manner in which the patient's death will be communicated to the patient's family or surrogate decision maker.
3. Notification Process: **The Organ or Tissue Procurement Agency must be notified of all deaths and imminent deaths within one hour.** The unit nurse is responsible for contacting the organ donation agency. The organ donation agency contact is:

One Legacy (24 hour referral) (800) 338-6112

- A. The organ donation agency shall be contacted for **all causes** of deaths
 - B. The organ donation agency shall be contacted for imminent death including, but not limited to:
 - i. . The patient has severe, acute brain injury and the patient is on mechanical ventilation and has
 - ii. a Glasgow Coma Score (GCS) equal or greater than 5.
 - iii. . Whereas applicable, when there is discussion/plan to withdraw care including mechanical
 - iv. Ventilator support.
 - C. The organ or tissue procurement agency will issue a confirmation number or Death Notification
 - b. Number upon receipt of notification. The confirmation number shall be documented by nursing
 - c. Staff on the patient's medical record.
4. Responsibility of Organ and Tissue Agency:
- A. Once the organ or tissue procurement agency determines the decedent is suitable for organ/tissue donation, the agency will obtain consent from the potential donor's family or legal surrogate. The decedent's family or legal surrogate shall be informed that donation is voluntary. The original consent document shall be placed in the patient's medical record.
 - B. It is the responsibility of the organ procurement agency to coordinate with the United Network for Organ Sharing (UNOS) to match suitable donors and recipients and ensure compliance of regulatory standards. Trained UNOS approved transplant centers are authorized to recover organs at Rancho. Rancho is not required to perform credentialing reviews or grant privileges of PSA membership to members of the organ recovery teams.
 - C. Whereas available, Rancho shall provide necessary testing and support required by the organ procurement agency. However, Rancho does not have operating rooms available on a 24 hour basis. Rancho workforce members will assist the procurement agency in coordinating the transfer of the patient to the designated or appropriate hospital.
 - D. All "pending" or confirmed Coroner's case; it is the responsibility of the organ procurement agency to obtain authorization from the Los Angeles Coroner prior to harvesting the organ(s).

D. The procurement agency will work with the facility on the following:

1. Educating staff on donation issues.
2. Reviewing death records to improve identification of potential donors.
3. Maintaining potential donors while necessary testing and placement of organs and tissues take place.

5. Diligent Search for Unidentified Potential Donors and Next-of-Kin

In case the potential donor is unidentified or has identified available next of kin, a diligent search will be conducted for 24 hours to identify and locate such individuals. The diligent search shall include Clinical Social Work, Los Angeles County Sheriff's Department or other law enforcement agencies, and others who may offer search assistance.

Under California Health and Safety Code Section 7150.15, "...The hospital shall certify and authorize such non-availability and shall authorize and specify removal and donation of such parts. The search shall include a check of local law enforcement missing persons records, examination of personal effects, the questioning of any persons visiting the decedent, before his/her death, or in the hospital, accompanying the decedent's body or reporting the death, in order to obtain information that might lead to the location of any persons who might be authorized to consent such donation. The search may be initiated in anticipation of death, but the determination of non-availability shall not be made until search has been underway for at least 24 hours..."

Diligent Search begins and ends when the hospital's designated person(s) documents in the patient's chart. The following information is to be included, but not limited to:

A. Begins:

1. Date and time search initiated; and by whom
2. Individuals/agencies involved in the search
3. Steps taken throughout the process:
 - a. Notification of local law enforcement agency and accessing missing person's records.
 - b. Examination of personal belongings.
 - c. Questioning persons who may visit the patient in the hospital.
 - d. Finger printing the patient by appropriate authorities.
 - e. Individuals contacted and telephone numbers.

B. Ends with:

1. Patient is identified.
2. Legal next-of-kin are located.
3. Patient is identified and legal next-of-kin are located.
4. Patient expires.
5. Hospital's time frame for a diligent search has elapsed after steps began.

6. Consent

One Legacy will obtain consent from the potential donor family.

Under Health and Safety Code 7150.40, consent to anatomical gifts may be obtained in the order listed:

- A. An agent who could have made an anatomical gift immediately before decedent's death.
- B. Spouse/Domestic Partner.
- C. Adult Child.
- D. Either parent.
- E. Adult Sibling.
- F. Adult grandchildren
- G. Grandparent.
- H. An adult who exhibited special care and concern for the decedent during the decedent's lifetime.
- I. Guardian or Conservator of the decedent at the time of death.
- J. Any other person authorized to dispose of the remains of the unclaimed dead provided that reasonable effort has been made to locate and inform persons listed above.

7. Recovery of Tissues

Recovery of tissue shall be in accordance with policy and procedure of contractors who will provide personnel and required equipment.

References:

Uniform Anatomical Gift Act (UAGA) (Health and Safety Code Sections 7150-7151.40)
California Health and Safety Code 7184
RLANRC Administrative Policy B866 "Declaration of Brain Death"
Joint Commission on Accreditation of Healthcare Organizations 2013 Comprehensive Accreditation
RLANRC Administrative Policy B805 "Non-Beneficial Care, DNR, and POSLT"
Joint Commission Organ Procurement Standards LD 3.110, 2007

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