

Checklist for Home Care Health Care Providers (regulated and unregulated) After a Patient’s Death in the Home Setting (Patient Receiving Home Care Services that Died in a Private Home or Seniors’ Lodge)

This checklist supports the provincial Patient’s Death in the Home Setting Guideline. It is not exhaustive and does not replace other documentation requirements for Home Care health care providers (e.g., Paris or Meditech).

Decisions Regarding Attempting Resuscitation After Death and Determining if a Death is Notifiable	Expected Death	Unexpected Death
Health care professionals - follow Algorithm for Health Care Professionals	<input type="checkbox"/>	<input type="checkbox"/>
Unregulated health care providers - follow Algorithm for Unregulated Health Care Providers	<input type="checkbox"/>	<input type="checkbox"/>
Communicable Disease		
If the patient is infected with a communicable disease, follow standard infection control measures as needed, including the use of Personal Protective Equipment, as necessary	<input type="checkbox"/>	<input type="checkbox"/>
The health care provider shall inform all service providers (e.g., funeral home, police) that come into contact with the deceased person’s body of the disease	<input type="checkbox"/>	<input type="checkbox"/>
For patients with a Schedule 1 communicable disease, contact with the body shall be as limited as practically possible.	<input type="checkbox"/>	<input type="checkbox"/>
Expected Death in the Home Form		
Provide yellow copy of page 1 of Expected Death in the Home form to service providers that come into the home (Police, Medical Examiner, funeral home staff, etc.)	<input type="checkbox"/>	
Eye and Tissue Donation		
<ul style="list-style-type: none"> If pre-planning for eye/tissue donation has been arranged, or family is interested, contact the relevant donation program as soon as possible after the death occurred: Northern Alberta Transplant Services – 1 (866) 407-1970 Southern Alberta Organ & Tissue Donation Program – (403) 944-1110 (<i>ask to page the Donor Coordinator</i>) 	<input type="checkbox"/>	<input type="checkbox"/>
Expected and Unexpected Deaths that are Notifiable		
Do <u>not</u> alter deceased patient or environment/ scene (unless directed to do so by Police or Medical Examiner)	<input type="checkbox"/>	<input type="checkbox"/>
If requested, assist Police and Medical Examiner with access to and copies of patient’s health record	<input type="checkbox"/>	<input type="checkbox"/>
Consult with AHS Information & Privacy if you have questions/ need advice	<input type="checkbox"/>	<input type="checkbox"/>
Expected Deaths that are Not Notifiable		
Turn off any equipment in use	<input type="checkbox"/>	
Detach any equipment from body (don’t need to clamp off tubes or leave end of equipment in body)	<input type="checkbox"/>	
Remove equipment from the home	<input type="checkbox"/>	
Home Care Case Manager - inform family and/ or next of kin of the death if they were not present.	<input type="checkbox"/>	
Leaving the Home After a Patient’s Death		
If you are the only person with the deceased person’s body, check with your manager before leaving	<input type="checkbox"/>	<input type="checkbox"/>

**Checklist for Home Care Health Care Providers (regulated and unregulated) After a Patient’s Death in the Home Setting
(Patient Receiving Home Care Services that Died in a Private Home or Seniors’ Lodge)**

Home Care Case Manager - Follow Up Care After a Patient’s Death	Expected Death	Unexpected Death
Terminate support services	<input type="checkbox"/>	<input type="checkbox"/>
Arrange for the removal or return of equipment, when appropriate to do so	<input type="checkbox"/>	<input type="checkbox"/>
Advise the family and/or next of kin about appropriate disposal of medication by returning them to the pharmacy, when appropriate to do so	<input type="checkbox"/>	<input type="checkbox"/>
Ensure the provision of grief and bereavement support (including follow up bereavement visit(s)) and resources, as needed (refer to toolkit)	<input type="checkbox"/>	<input type="checkbox"/>
If death was not notifiable, assess the family and/or next of kin’s need for a home visit, as resources allow, to coordinate the bathing and dressing of the deceased patient by the appropriate Home Care health care provider	<input type="checkbox"/>	<input type="checkbox"/>
Document all follow up care for the deceased patient and family and/or next of kin on the patient’s health record	<input type="checkbox"/>	<input type="checkbox"/>
Documentation and Internal Reporting of Expected or Unexpected Death		
Complete documentation requirements for the patient’s health record, including AHS and contracted service provider documentation requirements as applicable	<input type="checkbox"/>	<input type="checkbox"/>
Inform (phone call or fax) the patient’s most responsible health practitioner (or on-call or covering physician in their absence) of the patient’s death	<input type="checkbox"/>	<input type="checkbox"/>
Ensure that all health care providers known to be actively involved with the patient’s care are informed of the death in a timely manner, especially those with scheduled visits	<input type="checkbox"/>	<input type="checkbox"/>
For pediatric patients only – Home Care Case Manager to:		
• Inform Director of Child and Family Services if they were child’s guardian	<input type="checkbox"/>	<input type="checkbox"/>
• South Sector - inform the Admitting Department at Alberta Children’s Hospital	<input type="checkbox"/>	<input type="checkbox"/>
• North Sector - inform the Aid for Symptoms and Serious Illness Support Team (ASSIST) located at Stollery Children’s Hospital	<input type="checkbox"/>	<input type="checkbox"/>
AHS Home Care health care providers – if the patient’s death is associated with safety issues, complete a Reporting Learning System (RLS) report	<input type="checkbox"/>	<input type="checkbox"/>
AHS Home Care health care providers – if the patient’s death occurred as a result of a reportable incident, call your Manager/ designate/ Home Care Administrator on Call to report the incident. Complete and submit a reportable incident form if directed to do so	<input type="checkbox"/>	<input type="checkbox"/>
Contracted Home Care service providers – if the patient’s death is associated with safety issues or occurred as a result of a reportable incident, follow any internal incident reporting processes	<input type="checkbox"/>	<input type="checkbox"/>
Health Care Provider Supports		
If you require support for yourself after the death, contact your Home Care manager or team members. AHS staff can also contact the Employee and Family Assistance Program (EFAP)	<input type="checkbox"/>	<input type="checkbox"/>