

Coroners Case - Checklist

Medical staff:

- ☐ Contact Coroner Ph: 0800 266 800
- ☐ Email/fax Record of Death (CR2204) to Coroner (see top of form). Place original in patient notes
- ☐ If PM required, also send Coroners Autopsy Request (CR0020). Place original in patient notes
- ☐ **As soon as case is accepted by Coroner**, contact Auckland Police Northern Communications: 571 2800 (see additional notes)
- ☐ Fill out Verification of Death (Cor31). This is to go with body/Police
- ☐ Contact child's GP, Primary Team and referring physician
- ☐ Complete Discharge Summary
- ☐ Ensure ACC form is completed if relevant

Patient Nurse:

- ☐ Arrange for patient notes to be photocopied (see additional notes). Original to go with body, photocopy to stay in PICU
- ☐ Death Notice (CR2669). Ensure Funeral Director section is filled out. Blue copy with body/Police, yellow copy in patient notes
- ☐ Bereavement Information (CR2043). Fax to CLT x22698. Leave in blue Bereavement folder at front desk
- ☐ Notify LMC if appropriate. If unsure of midwife, contact Fetal Medicine Midwives: 021 954389 and leave a message
- ☐ Notify Ronald McDonald House if appropriate (with family's permission)
- ☐ Ensure ID band on child
- ☐ Ensure family are aware of process for returning home. Contact Social Worker for assistance if required.

If family wish to accompany body, contact the Coroner's Office (NIIO) 0800 266800. They will arrange this with Auckland Bereavement Service. Give family Lab Plus pamphlet.

With Family:

- ☐ Coronial Services booklet
- ☐ PICU Bereavement Service pamphlet
- ☐ Memory Book, appropriate support information, e.g. SANDS pack, Empty Arms book, Kenzie's Gift book for siblings