

DEPARTMENT: Administration
POLICY NAME: Transporting Deceased Patients to Meritus Medical Center
POLICY NUMBER:
ORIGINATOR: Injury Prevention/EMS Specialist
EFFECTIVE DATE: 12/03
REVISION DATE(s): 5/10, 11/10, 4/3/19
REVIEWED DATE: 8/06, 1/13, 6/2/14, 8/21/2017

SCOPE

Emergency Medical Services Program

PURPOSE

Applies to all deceased patients transported to Meritus Medical Center by prehospital ambulances.

POLICY

- A. When transporting a body to the morgue, EMS will contact Resource Nurse or Medical Control and request Security be notified to provide access to the morgue. Do not remove anything from the body. Gloves are kept by the log book near the telephone. Before leaving the morgue EMS will:
 - 1. Place the body in a body bag.
 - 2. Identify the body with name, date of birth, sex and date and time of body delivered and by whom. Place a tag on the right ankle of the body and a tag on the body bag near the feet.
 - 3. Enter the information indicated in the log book near the telephone in the morgue.
 - 4. Notify the switchboard operator of the information listed in "E" of this policy.
- B. The body is to be placed in the walk-in cooler, on a body cart using the top shelves first. Note: Two bodies can be placed on each body cart, one above and one below. If the body carts are full (4 bodies), use the old refrigerator placing the body and the cadaver lifter head first in one of the pull out drawers. Notify the switchboard operator by dialing "0".
- C. Replacements for body bags, tags, and head blocks are available from the lab, ext. 8720. The tags have been placed inside the body bags. Please take only one body bag per body for use or replacement.
- D. If the body was bagged prior to arrival at the morgue, but not tagged, extra tags are available from the lab, ext. 8720, with a new body bag (tags are inside the bag). Yellow tags are to be used for infectious bodies, white tags for those not infectious. Tags are to

be completed and attached to the right ankle. The second tag is to be completed and placed on the body bag near the feet. The head of the patient is to be placed where the zipper closes..

E. EMS should dial "0" and notify the switchboard of the following:

1. Name of the deceased, if known
2. Date of birth, if known
3. Sex
4. Date and time body delivered
5. Agency transporting the body
6. Name of attending physician, if known
7. Funeral home, if known

F. Switchboard operator will notify the appropriate law enforcement agency who will then determine if the medical examiner needs notified. EMS does not notify the medical examiner.

Document Information

Document Title

Transporting Deceased Pts to MMC

Document Description

how to handle deceased patients

Approval Information

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Standard References:

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