



## Clinical Process Instruction Manual

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### Tissue Pre-Recovery Process Instruction

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#### Policy:

Trillium Gift of Life Network (TGLN) begins to coordinate tissue recovery once the Tissue Coordinator (TC) accepts the tissue (the tissue bank accepts ocular tissue). The Provincial Resource Centre (PRC) is responsible for coordinating tissue recovery, including (but not limited to) operating room (OR) logistics. The process specifics for each site are specified in the Tissue Hospital Profiles where one exists.

For the purpose of this document, the “TGLN Coordinator” facilitating the case refers to the Tissue Coordinator (TC), but in some instances the Clinical Services Coordinator (CSC) and/or a dispatched Organ and Tissue Donor Coordinator (OTDC) may fill the role.

For multi-tissue exclusive donors, the tissues are recovered in the following order:

- 1) Ocular Tissue
- 2) Cardiac Tissue
- 3) Skin Tissue
- 4) Musculoskeletal Tissue

#### Process:

1. To ensure the body is not released before tissue recovery can take place, the PRC faxes a copy of the *Hold Body Form* to the donor hospital, Healthcare Professional (HCP) in accordance with the hospital profile.
2. At the time of approach for consent to donate, The TGLN Coordinator will request authorization to transfer the patient for the purpose of surgical recovery where consent is for multiple tissues. Consent to transfer should always be sought as it is preferable for multi tissue recoveries to take place in the recovery suite at the Forensic Services & Coroners’s Complex (FSCC)/Ontario Forensic and Pathology Services complex (OFPS). This prevents logistical and resource issues at the donor hospital (OR cannot accommodate tissue recovery times or provide the required staff to circulate), unfeasible travel distance for multiple multi-tissue recovery coordinators (MTRC) with supplies/equipment, time constraints). Arrangements to transfer the body shall not be made if authorization to do so is not requested or obtained.
3. Body transfer is to be completed as per *Transfer of Body for Recovery Process Instruction, CPI-9-506*. For donors transferred to the FSCC/OFPS – OFPS dispatch must be notified of anticipated donor arrival and recovery times and all pertinent documentation (consent, coroners permission form) must be forwarded prior to donor arrival.



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4. All body transfer costs are the responsibility of TGLN management. The next-of-kin are not to be held responsible for any costs related to body transfer for the purposes of donation, which includes returning the body to the families desired funeral home when recovery is completed.
5. If authorization to transfer is not obtained, The TGLN Coordinator will request an OR at the hospital as per Hospital Profile requirements. This information is documented in TGLN's donor chart. OR booking and requirements are shared with the Tissue-on-call and the TGLN multi-tissue recovery team.
6. The TGLN Coordinator facilitates any additional donor testing or documentation (e.g., hemodilution calculation) required by the tissue bank, pathologist or coroner prior to recovery (if feasible).
7. The TGLN Coordinator contacts the Tissue-on-call and the TGLN multi-tissue recovery team and provides them with the OR time, OR requirements and OR contact.
8. The TGLN Coordinator communicates to the OR contact person all information obtained regarding the TGLN multi-tissue recovery team.
9. The TGLN Coordinator advises the TGLN multi-tissue recovery team and OR contact person, to inform the TGLN Coordinator of any delays or changes to the established plan.
10. Upon completion of recovery, the TGLN multi-tissue recovery team informs the PRC. The TGLN Coordinator documents this information in TGLN's donor chart

#### Records:

- No records.

#### References:

- *Transfer of Body for Recovery Process Instruction, CPI-9-506*
- Hold Body Form