Health Care Facility Fatality Management Plan - Template Checklist
Issues from Target Capability Critical Task Analysis (CTA)

Plan Element Completed			Florida DOH Fatality Management Target Capability Team Essential Task Definition
Yes	**No**	**In Process**	
Planning/Training Issues			
			Identify entity responsible for developing and maintaining fatality surge plans, procedures, programs and systems across all hazards at local level for non traumatic deaths (health care based).
			Ensure that this entity involves Medical Examiner, emergency preparedness, public health, hospitals, and funeral directors, at a minimum, in the development of plans and procedures
			Develop and maintain comprehensive fatality management mission critical list (i.e. facilities, personnel, agencies)
			Develop contingency plan for obtaining surge personnel for fatality management
			Develop plans, procedures, protocols, and systems for facility security operations
			Develop plans, procedures, protocols, and systems for triage of potential Medical Examiner and non-Medical Examiner jurisdiction cases
			Develop plans, procedures, protocols, and systems for Morgue Operations (refrigerated storage)
			Develop plans, procedures, protocols, and systems for patient Identification
			Develop plans, procedures, protocols, and systems for release of remains to Medical Examiner or funeral service.
			Develop contingency plans for release of identified but unclaimed remains (indigent burial program)
			Develop and implement training programs for fatality management
			Develop and implement exercise programs for fatality management
Operational Issues			
			Activate and implement fatality surge plan
			Identify legal authority (attending physician) for signing natural death certificates
			Identify health care staff for antemortem data collection if applicable to support patient identification verification process.
			Identify morgue (refrigerated storage) capacity needs

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			Identify key morgue (refrigerated storage) staff needs
			Conduct collection of antemortem information as needed for verification of patient identity.
			Contact Medical Examiner for case review if jurisdiction is unclear.
			Implement facility protocol for verifying and documenting patient identity
			Notify next-of-kin to obtain funeral service choice
			Notify Medical Examiner and law enforcement agency of any unidentified patient deaths.
			Coordinate with medical facility/ Department of Public Health/general medical community to provide patient tracking reports of incident related deaths.
			Coordinate with public health and regulatory agencies to develop plans, procedures, and protocols to protect fatality management personnel from infectious diseases, environmental, radiological, chemical, and other hazards when handling remains
			Arrange for segregation of contaminated remains if applicable
			Provide fatality management inputs to an incident action plan (IAP)
			Notify appropriate legal authority (attending physician) for signing death certificate when Medical Examiner declines jurisdiction
			Sign the death certificate
			Secure patient valuables and personal effects for return to next of kin
			Remove remains to refrigerated storage if applicable
			Implement a balanced approach to address the faith and cultural sensitivities of families and loved ones
			Release remains to funeral service provider selected by next-of-kin or local authorities if no next-of-kin are identified
			Return effects to next-of-kin (if possible)
			Reconstitute fatality management supplies
			Participate in operational review of fatality management operations
			Provide information to fatality management personnel on where and how to obtain medical, psychological, and financial assistance