



This policy describes the Registries procedure for arranging a partial-body autopsy.

1. Receive the telephone call

2. Autopsy Checklist

Speak with the initial caller and complete as much of the Autopsy Checklist (F401) as possible. This includes information from the attending or personal physician about the availability of independent board certified pathologists and/or pathology laboratories in the vicinity of the deceased.

Complete the rest of the Autopsy Checklist (F401) using the information in the files or the database.

3. Check Registrant file

Check the deceased Registrant's file to ensure that the 'Authority for Autopsy' form is current and that the USTUR has a duly authorized 'Release of Medical and Radiation Exposure Information' form. If either of these documents is not current and the deceased has a case number assigned, the next-of-kin may volunteer to sign new forms in order to permit the USTUR to proceed with the autopsy.

Determine if the Registrant is Category 1, 2, or 3. If the Registrant is a Category 3 Registrant, no autopsy will be performed.

If no file is present, check the Inactive Listing, the Registrant Listing, the USTUR database, or, if an 'Out Card' is filed, refer to the person listed. As stated above, the next-of-kin may sign forms authorizing the Registries to proceed with the autopsy.

4. Confirm autopsy with next-of-kin

Check with the next-of-kin, when possible, to confirm that they want the USTUR to proceed with the autopsy, since they have the final right of refusal. The Registries will pay for the autopsy, including any transport of the body that might be necessary, plus a \$500.00 honorarium to the deceased's next-of-kin or estate, if desired. The Registries are not responsible for funeral or burial costs.

5. Required tests

The Registries reserve the right to reject the body or tissues from any Registrant known to have, or suspected of harboring any serious contagious disease. Thus, the body shall be tested for HIV, HBV and HCV by a hospital or another suitably qualified laboratory. If these tests were performed during the terminal hospital stay, they do not need to be repeated. The deceased Registrant's body may be received by the USTUR and the autopsy performed only after the Registries have received notification of HIV/HBV/HCV test results.

6. Contact physician/medical personnel

Call the attending physician or other medical personnel associated with the deceased to obtain the name of a pathologist or pathology laboratory.

7. Locate local pathologist

Locate a local pathologist to perform the autopsy. Explain to the pathologist who we (the USTUR) are and what specific services we are asking him/her to provide. Obtain both a phone

and FAX number and the pathologist's street address - NOT a P.O. Box - in order to ship the containers.

Arrange timely return shipping of cooled tissue samples from the local funeral home or medical/coroner facility to the USTUR/NHRTR laboratory. Samples should not be shipped on a Friday to avoid receiving samples over the weekend. Instead, request that they be kept cool and shipped on the following Monday.

8. Fax forms to pathologist

FAX the following to the pathologist:

- a. Partial Body Specimen Worksheet (F402b);
- b. Instructions to Pathologist (R401);

- c. Copy of Autopsy Agreement from the Registrant's file;
- d. Copy of Release of Medical and Radiation Exposure Information from the Registrant's file.

9. Shipment of sample containers

Work with the staff at the NHRTR laboratory to prepare labeled sample containers and bags, and to have them shipped to the pathologist.

10. Receipt of samples and containers

Inform the laboratory staff of the scheduled arrival of the containers at the Richland USTUR/NHRTR laboratory. Confirm that someone will be available to accept the samples.