

## PATHWAYS ABILITIES SOCIETY

### **PROCEDURE: DEATH, DYING AND DO NOT RESUSCITATE ORDERS**

**Applies to:** All Personnel, Volunteers, Persons Served and Tenants

Original Date: 1993

Effective Date: December 5, 2022

Replaces Procedure Dated: April 4, 2022

1. Regardless of the circumstances, the person in receipt of the notification of a death provides companionate support to those affected. They follow-up and ensure the person and/or their network is supported.

#### **Unexpected Death**

1. If you think someone has died and/or find someone not breathing call 911 immediately. Respond to the prompting questions asked by the operator.

2. Do not touch or remove anything from the immediate area. Do not move the body.

3. Notify the supervisor; they notify the executive director or their designate.

4. Remove the person's ShareVision Individual Information Sheet from their binder and send it with attending personnel.

5. The supervisor or their designate contacts the primary contact and tells them, "An ambulance has been called and the person is on their way to the hospital."

6. The supervisor or their designate notifies the funding body and regulatory bodies. They refer and adhere to Community Living BC's End of Life policy and procedure.

7. The person who found the person completes a Critical Incident Report form in ShareVision and submits it to the supervisor.

8. The supervisor notifies the executive director that a form has been completed.

9. The executive director or designate provides the funding body and regulatory body with appropriate copies. The person reporting to CLBC includes as much information as possible about the incident.

10. The immediate area is not touched, and nothing is removed until authorization is received from the regulatory and/or funding bodies.

11. The Licensed Practical Nurse (LPN) arranges a debriefing session and/or support and counseling.

#### **Death in a Home or Home Share**

1. If the death is unexpected follow steps 1-11 under Unexpected Death.

2. If a physician deems a person as palliative:
  - Notify the LPN and executive director.
  - The LPN or designate contacts CLBC and Residential Care Licensing (in the case of Pathways' homes) and the person's family unless this is against the individual's wishes.
3. If applicable, supply the attending physician with the individual's representation agreement and contact information for the person/people listed in the representation agreement.
4. After the individual passes:
  - Follow the Incident Reporting and Critical policy and procedure.
  - Contact the Ministry of Social Development (currently as of the date of the procedure Jennifer.Donetz@gov.bc.ca) and inform them of the date of the individual's death, the individual's name, and their date of birth.

### **Do Not Resuscitate (DNR) Orders**

1. Upon intake, if an individual receiving services has a DNR order, the Community Placement Developer- Intake will:
  - Indicate the DNR order on the Individual Information Sheet.
  - Upload a copy of the DNR order to the individual's site under Protocols.
  - Provide a copy of the order to the executive director.
  - Notify the LPN that the DNR order exists.
2. If a DNR order is implemented for an individual when they are already attending services, the supervisor or manager responsible for the service area will:
  - Update the Individual Information Sheet.
  - Upload a copy of the DNR order to the individual's site under Protocols.
  - Provide a copy of the order to the executive director.
  - Notify the LPN that the DNR order exists.
3. The supervisors or managers responsible for the service areas that the individual attends ensure staff, volunteers and home share providers in those service areas are aware that a DNR order is on file.

### **Death of a Tenant**

1. If you think someone has died and/or find someone not breathing call 911 immediately. Respond to the prompting questions asked by the operator.
2. Do not touch or remove anything from the immediate area. Do not move the body.
3. Notify the manager and/ or the executive director.
4. The person who found the person completes a Critical Incident Report form in ShareVision.
5. The immediate area is not touched, and nothing is removed until authorization is received from the regulatory and/or funding bodies.