

Appendix 1

Addressograph/TRAK label if available

NHS Lothian Mortuary Services

NU Transfer Checklist

Baby's Name		700 or CHI Number		Sex
Date of Birth		Parent Names		
Date Of Death				
Post Mortem Requested delete as appropriate			Yes / No / Fiscal	
Paperwork available for post mortem;				
Authorisation for a Hospital post mortem examination			Yes / No	
Pathology Request Form – Neonatal Death			Yes / No	
Discharge Summary			Yes / No	
Case notes			Yes / No	
If the post mortem paperwork is not transferred with baby please advise location of documentation for collection by Mortuary Staff				
Personal Items (please list)				
Personal parents requests (please detail)				
			Initial Neonatal Staff	
			Mortuary Staff	
Transferred by	Print name	Transferred by	Print name	
Date of transfer		Time of transfer		

When viewing is arranged either in the NU or Mortuary please complete form overleaf.

