Steps to follow at the time of death - Version 1- 8th December 2022

Thank you for registering as a potential donor to the Queen Square Brain Bank (QSBB) brain donor scheme. Please keep this guide for future reference. The information is also available on the website [www.ucl.ac.uk/ion/qsbb](http://www.ucl.ac.uk/ion/qsbb)

We would be grateful if QSBB is informed if a prospective donor becomes seriously ill.

Please contact QSBB on 020 7837 8370.

**Steps to follow at the time of death of a potential donor**

The QSBB team appreciate this is a difficult time and are committed to supporting the next of kin.

1. **Please organise verification of death:**

A qualified medical practitioner (GP/Nurse/Hospital Doctor) must be contacted to confirm the death.

1. **If the donor dies at home or in a care home, please contact the Funeral Director:**

The Funeral Director should be advised that verification of death is imminent and that they will be required to take the donor into their care and refrigerate at 4⁰C as soon as possible, preferably within four hours.

**If the donor dies in hospital** verification is usually followed by immediate transfer to the on-site mortuary.

1. **Whilst awaiting the attendance of the GP and Funeral Director:**

Please keep the donor’s environment cool to help preserve the tissue for use in research.

1. **Please contact QSBB on 020 7837 8370 (24 hours):**

Outside of office hours, at weekends and bank holidays, the Brain Bank answerphone will give the caller the telephone number of the duty officer to contact.

The QSBB team work closely with the Funeral Director and local hospital staff to complete the donation within a maximum of 4 days from the time of death.

For further information, please also refer to the QSBB Information on Tissue Donation provided at the time of registration to the donor scheme.