

Miscarriage, Termination of Pregnancy and Neonatal Death over 18 weeks and under 24 weeks gestation

Classification:	Guideline		
Authors Name:	Tracy Rea		
Authors Job Title:	Bereavement Midwife		
Authors Division:	Women's and Children's Health		
Departments/Group this Document applies to:	Maternity		
Approval Group: Women's Health Guidelines, Women's Health CIG	Date of Approval:	26/02/2021	
	Last Review:	26/02/2021	
	Review Date:	01/02/2024	
Unique Identifier: MIDW/GL/56	Status: Approved	Version No: 14.4	
Guideline to be followed by (target staff): This document applies to Midwives and Obstetricians working with Women and Children Clinical Service Unit			
To be read in conjunction with the following documents: None			
Are there any eCARE implications? No			
CQC Fundamental standards: Regulation 9 – person centred care Regulation 10 – dignity and respect Regulation 11 – Need for consent Regulation 12 – Safe care and treatment Regulation 13 – Safeguarding service users from abuse and improper treatment Regulation 14 – Meeting nutritional and hydration needs Regulation 15 – Premises and equipment Regulation 16 – Receiving and acting on complaints Regulation 17 – Good governance Regulation 18 – Staffing Regulation 19 – Fit and proper			

Disclaimer

Since every patient's history is different, and even the most exhaustive sources of information cannot cover every possible eventuality, you should be aware that all information is provided in this document on

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the basis that the healthcare professionals responsible for patient care will retain full and sole responsibility for decisions relating to patient care; the document is intended to supplement, not substitute for, the expertise and judgment of physicians, pharmacists or other healthcare professionals and should not be taken as an indication of suitability of a particular treatment for a particular individual.

The ultimate responsibility for the use of the guideline, dosage of drugs and correct following of instructions as well as the interpretation of the published material **lies solely with you** as the medical practitioner.

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Guideline Statement

To enable staff to care for women and babies in cases where there has been a miscarriage, termination of pregnancy or a neonatal death between 18 and 24/40 gestation.

Executive Summary

- All neonatal deaths between 18- and 24-weeks gestation (Even if a termination of pregnancy) **MUST** be referred to the coroner (see checklist – Appendix 7)
- The document applies to all clinical areas that manage women who have a pregnancy loss between 18- and 24-weeks gestation

Key Messages

- **Please check EDD**
- Please put the woman's name in the ward clerk's book and ask her to cancel all consultant and ultrasound appointments. **Do not make them an appointment. The bereavement midwife will arrange this**
- **Ensure** the families are given the bereavement midwife's contact details so that she can offer support to the family. Please make sure you document the woman's contact number on the checklist (Appendix 3)
- **If parents wish to take their baby home and it is a miscarriage before 24 weeks, they can BUT it must go to the mortuary first and signed out from the mortuary, NEVER directly from labour ward. If it is a neonatal death before 24 weeks, they cannot take it home as it will have to be referred to the coroner.**
- Ensure women are admitted if IUD diagnosed with severe PET as they are at risk of eclampsia and associated morbidity and mortality.
- If woman is Rhesus negative – give Anti-D on diagnosis and also following the birth (Qureshi et al., 2014).

This document provides information for healthcare professionals caring for women who have had a miscarriage, termination of pregnancy (TOP), or neonatal death (NND) before 24 weeks gestation. The aim is to improve the experience of care for women and their families and to ensure that all aspects of care are carried out. This document contains information on the following:

1.0 Roles and Responsibilities:

It is everybody's role and responsibility to ensure that all communication is documented and that any decisions made are with the family's consent. If there is any doubt of a language barrier then an interpreter should be involved in their care.

Report relevant fetal losses / early neonatal deaths via MBRRACE-UK / Perinatal Mortality Review Tool. Fetal losses are from 22 weeks and neonatal losses from 20 weeks if the baby has shown signs of life.

<https://www.npeu.ox.ac.uk/mbrpace-uk/data-collection>

<https://www.npeu.ox.ac.uk/pmrt/faqs>

Report all neonatal losses of any gestation to the coroner, ecdop and child health

1.1 Obstetricians

- Introduce themselves
- Inform parents of situation appropriately. Scan for confirmation of death or arrange a departmental scan
- Prescribing medication for induction of labour
- Complete legal forms, for termination of pregnancy if applicable
- Gain consent for termination of pregnancy if applicable
- Ensure a management plan is documented within the maternal records
- Discuss and gain consent for postmortem if competent (See Appendix 4)
- Give moral support
- Be available for questions
- Provide input if necessary
- Provide ongoing care as required

1.2 Midwives

- Introduce themselves
- Give one to one care
- Obtaining and administrating correct prescribed medication
- Follow the management plan set by Obstetrician
- Follow policy, procedures and guidelines
- Refer to the checklist and ensure it is completed in full
- Give informed choice
- Continuity of care if possible
- Inform the Bereavement Midwife
- Inform the Chaplain (if requested)
- Support with the birth of the baby
- Discuss and gain consent for postmortem if competent

1.3 Antenatal and Newborn Screening Midwives (if TOP)

- Ensure that careful, sympathetic, supportive and detailed counselling regarding the anomaly has been provided including the prognosis and probability of effective treatment
- If opinion at a tertiary hospital is appropriate, ensure that this has been offered and gained if accepted
- Explain possibility of the risk of a live birth and its implications. For all TOPs with a gestational age more than 20 weeks, feticide should be explained and encouraged to ensure that the fetus is born dead. This is performed by an appropriately trained practitioner
- Provide ARC (Antenatal Results and Choices) booklet and other relevant support organisations
- Inform bereavement midwife
- Support for the woman and family
- Complete the Prenatal Screening Checklist (See Appendix 2)
- Prescription of relevant medication completed

- Guidance on: if a TOP is being carried out and it is considered that there is a risk of the baby being born alive; an Obstetrician must attend before and after death as they need to sign the paperwork with the GMC number. This must be documented in the maternal notes. The use of **Feticide** should be considered

- Guidance on: if admission to labour ward is required, arrange a date and time following agreement with patient

TOP is performed at the patients request where there is substantial risk that if the child was born it would suffer from such physical or mental abnormalities as to be seriously handicapped (Abortion Act 1967 (as amended) s. 1(1); Ground E, The Abortion Regulations 1991 Sch. 1 (Form HSA1), Sch. 2 (Form HSA4))

- If TOP, you need to check prior to the procedure, that two Doctors have completed HSA4-form, part 1
- HSA1 form must be completed
- After TOP, the doctor carrying out the procedure must complete HSA4-form, part 2

Feticide

For all terminations of a gestational age over 20 weeks, intracardiac potassium chloride is the recommended method to ensure that the fetus is not born alive and the dose chosen should ensure that fetal asystole has been achieved. An appropriately trained practitioner should undertake this. It should be confirmed by observing the fetal heart by an ultrasound scan for five minutes. Additionally, it is mandatory to confirm asystole by an ultrasound scan 30-60 minutes after the procedure, and before the patient leaves the hospital.

Equipment required:

- Ultrasound Scan
- Sterile procedure pack
- 15 cm needle
- 3 x 1 ml syringe
- 1 x orange needle
- 2 x green needle
- Temazepam 20mg (pre-medication)
- Strong potassium chloride (15%) for injection 1 x 10ml ampoule
- Heparin 1:1,000 1 ampoule

Admission arrangements for the patient and the designated place for the procedure are made on an individual patient episode.

When no appropriately trained practitioner is available within the unit the Prenatal Screening Co-ordinator will arrange for referral to an appropriate Tertiary Referral Centre.

1.4 Bereavement midwife

- Staff support and guidance
- Ensure that bereavement packs are made up ready for the midwife to take care of women who have lost their baby
- Ensure contact is made with the family as soon as appropriate, this can be before, during or after birth of the baby
- Discuss their wishes and offer support, this could be from the induction period to their options regarding funeral arrangements
- Discuss and give options for funeral arrangements
- Discuss and gain consent for postmortem
- Give contact details, landline and mobile so that anyone can contact the bereavement midwife, whatever their circumstances during working hours

- Keep in touch with the family and be available to support their wishes. i.e. go to their home if requested for as long as they need
- Keep their notes and ensure that they are filed correctly, that the most current blood results are included and the postmortem report if indicated. Blank history sheets put in the notes for the Consultant to write on at the follow-up meeting
- Once all results/reports are available the Bereavement Midwife to make a consultant appointment 10-14 weeks post-birth for the family to come and discuss what happened and answer any questions. Future pregnancies are normally discussed.
- Advise woman to contact the Bereavement Midwife in future pregnancies to ensure early antenatal/Consultant care.

1.5 Chaplaincy and spiritual care

The Chaplain can:

- Offer a service of blessing for the baby
- Give emotional and spiritual support to parents and wider family as appropriate regardless of their faith tradition if any
- Give advice on specific religious requirements of major faith traditions
- Help staff contact a faith community leader for the parents' faith tradition if required
- Help with practical ideas about funeral services
- In certain circumstances conduct funeral services
- Offer informal staff support
- Offer formal staff support by facilitating or sharing in a de-briefing process
- Chaplaincy are available 24/7 and can be contacted via switchboard out of hours

2.0 Implementation and dissemination of document

This document will be used in training healthcare professionals within the Women and Children Division. The document can be accessed electronically via the guidelines and Patient Information System on the Trust's Intranet site

3.0 Processes and procedures

3.1 Psychological support

There are steps that staff can undertake to help parents during their stay. These include:

- Check EDD, for accurate gestational age
- Keeping them fully informed about what is happening or going to happen
- Being aware of the importance of privacy
- When giving parents information to make choices it may be necessary to repeat yourself. Let them know it is alright to take time and that they can change their minds
- Whenever possible talk to parents together
- Give parents the opportunity to be with their baby
- Speak honestly to parents, and do not hurry them
- Listen to what they say and do not say
- Remember non-verbal communication skills as well as verbal

- The birth environment contributes to the woman's perception and ability to cope
- Offer Chaplaincy / spiritual support
- To prevent stress to families a recommended mortuary fridge is in the baby room on labour ward which can be used whilst the family are on labour ward. Once they have left, the baby must go to the mortuary.
- Photographs are more effective if taken against a blue or green background. A photograph of the baby being held in a pair of hands is also a nice gesture.
- Please discuss photographs - If they are reluctant to have any please emphasise that some people do change their minds and it may be useful to take some on a memory card, which they can take and keep.
- If parents wish to take their baby home and have miscarried before 24 weeks, they can BUT the baby must go to the mortuary and be signed out from the mortuary. Never directly from labour ward. If it is a live birth before 24 weeks, the baby must be referred to the Coroner so therefore cannot be released without their permission.

3.2 Care on labour ward

- Checklist for Intrauterine Death, Miscarriage, Termination of Pregnancy and Neonatal Death over 18 weeks but under 24 Weeks Gestations (See Appendix 3).

Mifepristone

Mifepristone, an antiprogestogenic steroid, sensitises the myometrium to prostaglandin-induced contractions and ripens the cervix (Mifepristone In: Joint Formulary Committee (2021) *British National Formulary*)

Women will be cared for on Labour Ward.

If induction of labour is required for TERMINATION of PREGNANCY from 16 – 23+6 weeks the medication of choice is:

- **Mifepristone** 200mg orally SINGLE DOSE 36-48 hours prior to admission. Labour Ward has their own supply in the controlled drug cupboard.
- Arrange for admission to 36 – 48 hours following administration of Mifepristone.
- On admission 400mcg **Misoprostol** inserted vaginally – Woman to lay flat for 30 minutes
- 3 hours later 400mcg **Misoprostol** orally / vaginally – repeat 3 hourly, (maximum 4 doses)
- Orally may be preferable to the women, however the side effects are less with vaginal route
- Maternal observations, Temperature and Blood Pressure, prior to each dose should be documented in eCARE
- If labour does not establish within 24 hours the consultant should review the management plan

<https://bnf.nice.org.uk/drug/misoprostol.html>

If induction of labour is required for MISCARRIAGE from 18 – 23+6 weeks the medication of choice is:

- **Mifepristone** 200mg orally SINGLE DOSE 36-48 hours prior to admission. Labour Ward has their own supply in the controlled drug cupboard.
- Arrange for admission to 36 – 48 hours following administration of Mifepristone.

- On admission 200mcg **Misoprostol** inserted vaginally – Woman to lay flat for 30 minutes
- 6 hours later 200mcg **Misoprostol** orally/vaginally – repeat 6 hourly, (maximum 5 doses)
- Orally may be preferable to the women, however the side effects are less with vaginal route

- Consider halving the dose to 100mcg of Misoprostol in the presence of previous Caesarean

- Maternal observations, Temperature and Blood Pressure, prior to each dose should be documented in eCARE
- If labour does not establish within 24 hours the consultant should review the management plan

A light diet may be taken until the onset of regular contractions, then fluids only. Give omeprazole 20mg twice a day.

A choice of analgesia should be discussed, this may include opiate analgesia, Intramuscular or via a PCA (Patient Control Analgesia) or an epidural.

If Paediatric involvement is required for babies less than 24 weeks

1. The paediatric team will not be involved in nor attend birth of babies following TOP, even if the baby is born alive.
2. In cases of impending miscarriage less than 24 weeks gestation:
 - a. Prior to the birth of the baby/babies, if time permits, a discussion between the paediatrician and the parents should take place in the following gestations:
 - i. Less than 22 weeks gestation: no paediatric involvement.
 - ii. 22+0 to 22+6 weeks gestation: only following specific parental request, having already been spoken to by the obstetric team and following consultant obstetrician to consultant paediatrician referral.
 - iii. 23+0 to 23+6 weeks gestation: paediatric involvement.
 - b. In cases of impending miscarriage with anticipated live birth of gestation less than 24 weeks, paediatric Team will attend in the following scenarios:
 - i. If dates are uncertain but thought to be ≥ 22 weeks' gestation, the paediatric team will attend the birth. Decision to resuscitate the baby will be at discretion of the paediatric team based on the condition of the baby at birth and any parental wishes expressed.
 - ii. If dates are certain and:
3. 23+0 – 23+6 weeks: paediatric team will attend the birth. A final decision to resuscitate will be made at the time of birth and will depend on the condition of the baby and parental wishes; unless an antenatal decision has been made not to resuscitate the baby as agreed with the parents.
4. Less than 23 weeks: No paediatric involvement unless parental wishes and obstetric consultant to paediatric consultant referral.

In situations where the paediatric team has not been required to be present at the birth, the responsibility for viewing the baby in order to complete the death certificate rests with the obstetric team.

Post birth of the baby

- Ensure privacy and allow parents to have the opportunity to be involved in the aftercare of their baby
- Postmortem (PM) booklet must be completed if baby is having a postmortem. Ensure the original paperwork goes with the baby and placenta to the mortuary. Please copy the paperwork and give a copy to the parents and a copy to remain in the maternal records

- “Wherever possible, the booklet should be given to parents when the option of a post mortem is first mentioned, before a detailed discussion about consent. Unless it is unavoidable, parents should always be offered a printed copy.”
<https://www.hta.gov.uk/policies/sands-perinatal-post-mortem-consent-package>
- Post-mortem declaration (consent) signed
- White disposal form (always send)
- Send placenta in a dry pot to the laboratory, ensuring that labels are on the pot, not the lid.
- If a baby has a congenital abnormality or dysmorphic features, discuss with the obstetric consultant and if not having a post mortem, send cytogenetics. Take a biopsy from the placental cord insertion, in place in pink tissue medium (kept in the IV freezer on labour ward) with a Churchill Hospital cytogenetics request form and send with the baby to the mortuary. Forms kept in the plastic filing box in the baby room.
- Fill out the congenital abnormalities form and send to prenatal screening (kept in the baby room in the plastic filing box).
- If abnormalities are indicated prior to birth, and parents are requesting a postmortem send all relevant paperwork with baby to the mortuary i.e. scan reports. This will help Oxford when a postmortem is being performed.

3.3 Viewing the baby

Ideally if parents indicate that they wish to see their baby before leaving labour ward, keep the baby in the fridge in the baby room on labour ward and use a cold cot when viewing.

- Should the parents wish to see their baby once he/she has gone to the mortuary, ideally they should arrange this through their chosen funeral directors who can collect him/her as soon as the family wish and they will give them support whilst they see their baby before the funeral.
- However: If parents wish to see their baby after it has been taken to the mortuary an appointment must be arranged for parents to view their baby in the viewing room. Mortuary staff can be contacted on ext: 85828 or contact the Bereavement Midwife on ext 87157 or bleep 1981.
- If parents have gone home and wish to return at the weekend or evening, contact the support team and the midwife can go to the mortuary and either bring the baby up to labour ward or use the viewing room, attached to the mortuary. The support team have access to the mortuary. If mortuary team members are needed then they can be contacted through switchboard, 08.00 till 20.00 at weekends.

3.4 Taking their baby home

Check the coroner has agreed with the cause of death if a neonatal death as they can object and request a post mortem on the baby

Also, if mental health issues-sought advice from mental health professionals to ensure they get support in the community and if it is suitable for them to take the baby home

If the parents wish to take their baby home and not return the baby, they can if the baby is under 24 weeks gestation and not showed signs of life. It would be their responsibility to make their own arrangements. If they wish to bury their baby in the garden, for instance, if a rented home, they need to get authorisation from their landlord before doing so

If appropriate, i.e More than 18 weeks and not macerated: Ask parents' if they want to take their baby home for the day/overnight. If they say yes, please let them take the cuddle cot (blue box). Ensure a 1 litre bottle of sterile water is included (we can get this from theatres) and ensure the guidance leaflet is enclosed (Appendix 8)

If they want to take the baby home: Tell the parents' the purpose of using the cuddle cot is to keep the baby cool, which will help to keep their baby from deteriorating

The baby must **always** leave through the mortuary. Never elsewhere. The mortuary staff will give guidance on transporting the baby from the hospital to their home and back to either the hospital or funeral directors of their choice. The hospital will provide a funeral for all babies under 24 weeks unless it's a neonatal death. A live birth has to be registered by Law and therefore the parents will need to register the birth and death. All losses under 24 weeks, do not require registration, unless the baby showed signs of life.

IF they are taking the baby home, Appendix 9, MUST be completed and given to the parents. The parents then take the form to the mortuary. The directions for the mortuary: Go past ED (emergency department) and carry on past Oak House, around the bend and when they see a sign for 'MAIN STORES' to take that left turn and drive to the end. The mortuary is there and they need to press the door bell. The mortuary staff will ask them for the form and give them their baby.

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Legislation

Note re: links to legislation.gov.uk website. Versions may be revised, annotated or original as enacted. A 'List of all changes' made by subsequent legislation affecting the statute or statutory instrument may be viewed by opening the statute or statutory instrument on the legislation.gov.uk website and clicking the 'More Resources' tab.

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5.0 Governance

5.1 Document review history

Version number	Review date	Reviewed by	Changes made
14.4	Oct 2022	Tracy Rea	Additions to checklists
14.3	12/2021	Tracy Rea	Addition of appendix 9: Release form
14.2	16/11/2021	Anja Johansen- Bibby	Pg 7 & 8. Dosages for IOL changed in line with RCOG, NICE guidance, and FIGO from 2017.
14.1	09/2021	Tracy Rea	Minor amendments made inline with national requirements.
13	01/2018		Reviewed and updated

5.2 Consultation History

Stakeholders Name/Board	Area of Expertise	Date Sent	Date Received	Comments	Endorsed Yes/No
Julie Cooper	Head of Midwifery	29.1.18	30.1.18	Yes	Yes
Ed Neale	Divisional Director	29.1.18	30.1.18	Yes	Yes
Zuzanna Gawlowski	Neonatal Consultant	16/02/2021	17/02/2021	Yes	Yes
Women's maternity guideline group	Women and children	26/02/21		No	
Maternity CIG	Women and children	05/03/2021		No	

5.3 Audit and monitoring

A= Auditable Standard

Audit/Monitoring Criteria	Tool	Audit Lead	Frequency of Audit	Responsible Committee/Board
<ul style="list-style-type: none"> Checklists will be audited to determine the effectiveness of this tool. Any detrimental outcomes. Statement of Concerns to be reported to the Risk Lead who will take/liaise with the Guidelines Group. 	<ul style="list-style-type: none"> Checklist Datix. 	Bereavement Midwife	Case by case review	Labour Ward Forum

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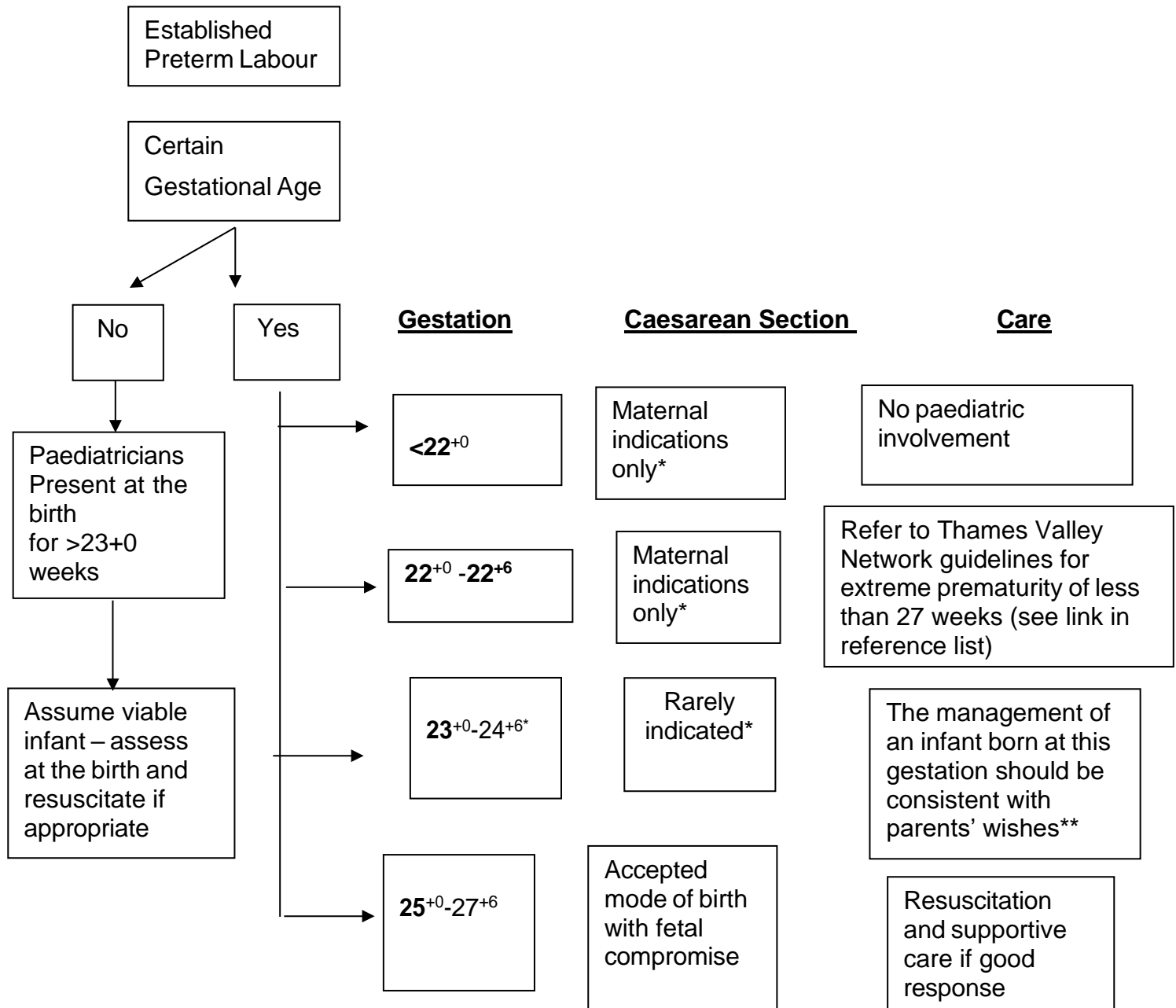
This document is uncontrolled once printed. Please check on the Trust's Intranet site for the most up to date version.

5.4 Equality Impact Assessment

As part of its development, this Guideline and its impact on equality has been reviewed. The purpose of the assessment is to minimise and if possible remove any disproportionate impact on the grounds of race, gender, disability, age, sexual orientation, religion or belief, pregnancy and maternity, gender reassignment or marriage and civil partnership. No detriment was identified. Equality Impact assessments will show any future actions required to overcome any identified barriers or discriminatory practice.

Equality Impact Assessment			
Division	Women and children	Department	Maternity
Person completing the EqIA	Tracy Rea	Contact No.	87157
Others involved:		Date of assessment:	23/03/21
Existing policy/service	Yes	New policy/service	No
Will patients, carers, the public or staff be affected by the policy/service?		Yes	
If staff, how many/which groups will be affected?		All staff	
Protected characteristic	Any impact?	Comments	
Age	NO	Positive impact as the policy aims to recognise diversity, promote inclusion and fair treatment for patients and staff	
Disability	NO		
Gender reassignment	NO		
Marriage and civil partnership	NO		
Pregnancy and maternity	NO		
Race	NO		
Religion or belief	NO		
Sex	NO		
Sexual orientation	NO		
What consultation method(s) have you carried out?			
<i>Emails and meetings</i>			
How are the changes/amendments to the policies/services communicated?			
<i>emails and meetings</i>			
What future actions need to be taken to overcome any barriers or discrimination?			
What?	Who will lead this?	Date of completion	Resources needed
Review date of EqIA	03/2024		

Appendix 1: Management of Threatened Birth at Extremely Low Gestational Age



* Caesarean section offers no benefit to the fetus <25 weeks gestation and should be performed only when indicated for the health of the mother.

** There are wide variations in prognosis and outcome for infants born at this gestation. The management of an infant born at this gestation should be consistent with parents' wishes. For infants without fatal congenital abnormalities, and with parents who wish resuscitation the clinician's decision to resuscitate at birth should depend on the infant's condition. Objective criteria include condition at birth, lack of bruising and presence of spontaneous respiratory efforts.

Appendix 2: Prenatal Screening Checklist

Patient Addressograph

	Preadmission	Signature	Date
1)	Counselling		
	Paediatric referral offered: <ul style="list-style-type: none"> • Tertiary referral centre • Local 		
	Discussion points; <ul style="list-style-type: none"> • Possibility of live birth risk and its implications explained. 		
	<ul style="list-style-type: none"> • Feticide may be offered if the gestation is greater than 20 weeks 		
	<ul style="list-style-type: none"> • Induction procedure fully explained to the patient 		
2)	Form HSA1 (Abortion Act Certificate A) completed and signed by two doctors		
3)	Drug chart completed according to regime, signed and taken to pharmacy		
4)	Inform Labour Ward of expected admission		
5)	Appointment given for administration of Mifepristone Date:..... Time:..... Check guideline for the possibility of second dose being required		
6)	Admission arrangements made: 1. Labour Ward (at least 36 hours after Mifepristone administration)		
7)	Form HSA 4 (Abortion Act 1967 Sept 2006) in notes for Labour Ward Consultant to complete following procedure.		
8)	All paperwork taken to Labour Ward		
9)	Does the Consultant want: <ul style="list-style-type: none"> a) Postmortem <input type="checkbox"/> b) Cytogenetics <input type="checkbox"/> c) Placenta to histology only <input type="checkbox"/> 		

Appendix 3: Checklist for Intrauterine Death, Miscarriage, Termination of Pregnancy and Neonatal Death from 18 weeks and under 24 weeks gestations

A

Patients telephone number please: A

Patient Addressograph

First Section (Admission until birth)		Signature	Date
1.	Persons to be informed Consultant obstetrician (include name) on duty informed (between 9am and 5pm) Name:		
	Own consultant (include name) informed as soon as appropriate Name:		
2.	Inform community midwife Name: A Bereavement midwife ext. 87157 (between 8.00am – 3.30pm, Mon-Friday) or mobile 07833 482243		
	If there is a language barrier, contact the big word on 0800 7573100 and they will arrange an interpreter		
3.	Ensure that the woman is kept hydrated and if immobile wearing TED stockings Check EDD, if baby has died before 24 weeks but delivered after 24 weeks, this is not a stillbirth What gestation? A <input type="text" value="/40"/> Date of birth Date of death if different to date of birth (i.e by scan or feticide) Give the woman guidance and information packs that are provided and inform them that there is information in the pack discussing postmortem and funeral advice Please make sure you give the appropriate patient information leaflet i.e. If a neonatal death, give that leaflet		

	<p>Give them the SANDs booklet, ensuring the 'book mark' is included</p> <p>Please give the lactation choices after bereavement leaflet, so they can make an informed choice about expressing milk or not</p> <p>Please give the physio leaflet</p>																									
	<p>If a termination, check the 'termination of pregnancy' Consent Form has been completed by the doctor who has prescribed the medication – midwife needs to ensure this is completed</p> <p>Ensure that a management plan is documented in maternal records</p> <p>MATERNAL BLOODS A</p> <p><u>Admission bloods If known cause i.e. TOP</u></p> <ul style="list-style-type: none"> • GP & SAVE • Kleihauer (even if positive blood group) • Full blood count • MRSA nasal swab <p>If unexplained death over 24 weeks, ideally at diagnosis or before the birth. Tick them off please to ensure none are missed:</p> <table border="1" data-bbox="159 1254 804 2085"> <tr><td>Albumin level</td></tr> <tr><td>Urate level</td></tr> <tr><td>Alanine aminotransferase level</td></tr> <tr><td>Creatinine</td></tr> <tr><td>Liver function screen</td></tr> <tr><td>Bile acid</td></tr> <tr><td>Thyroid function</td></tr> <tr><td>Full blood count</td></tr> <tr><td>Blood film microscopy</td></tr> <tr><td>Haemoglobin A1c level</td></tr> <tr><td>Clotting screen</td></tr> <tr><td>Glucose level</td></tr> <tr><td>Group and antibodies screen x2</td></tr> <tr><td>Lupus anticoagulant</td></tr> <tr><td>Cardiolipin Ab level</td></tr> <tr><td>Anti- nuclear Ab level (Hep-2)</td></tr> <tr><td>Factor V genotype</td></tr> <tr><td>Prothrombin 20210 gene screen</td></tr> <tr><td>Kleihauer screen (regardless of blood group)</td></tr> <tr><td>Cytomegalovirus IgM level</td></tr> <tr><td>Cytomegalovirus IgG level</td></tr> <tr><td>Toxoplasma IgM serology</td></tr> <tr><td>Parvovirus B19 IgM blood</td></tr> </table>	Albumin level	Urate level	Alanine aminotransferase level	Creatinine	Liver function screen	Bile acid	Thyroid function	Full blood count	Blood film microscopy	Haemoglobin A1c level	Clotting screen	Glucose level	Group and antibodies screen x2	Lupus anticoagulant	Cardiolipin Ab level	Anti- nuclear Ab level (Hep-2)	Factor V genotype	Prothrombin 20210 gene screen	Kleihauer screen (regardless of blood group)	Cytomegalovirus IgM level	Cytomegalovirus IgG level	Toxoplasma IgM serology	Parvovirus B19 IgM blood		
Albumin level																										
Urate level																										
Alanine aminotransferase level																										
Creatinine																										
Liver function screen																										
Bile acid																										
Thyroid function																										
Full blood count																										
Blood film microscopy																										
Haemoglobin A1c level																										
Clotting screen																										
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Cytomegalovirus IgM level																										
Cytomegalovirus IgG level																										
Toxoplasma IgM serology																										
Parvovirus B19 IgM blood																										

	Maternal and paternal karyotypes SST yellow bottle Cytogenetics form		
	If the woman is Rhesus negative – give Anti-D on diagnosis and also following the birth. Please put in batch number on diagnosis: Please put batch number following birth:		
	MATERNAL SWABS <u>If unexplained death under 24 weeks</u> Chlamydia (cervical swab - yellow swab) GBS (LVS - black swab) MRSA Nasal swab (black swab)		
	Please make sure you use the partogram for all maternal observation, contractions, and fetal heart if applicable		
	Please explain the appearance the baby may look. i.e the skin maybe peeling		

Second Section (Birth)		Signature	Date
4.	Give parents the opportunity to hold their baby if they wish		
	Weigh and examine baby and record here and in maternal records kg (Keep placenta in the baby room and send the same time as baby to the mortuary) One label to be attached to the baby through the cord clamp or ankles/wrists if appropriate Label MUST say: Mothers name (the label can say baby of....) Mothers NHS number Date of birth of baby		
	Was the cold cot or cold mat used. Please circle		
	Was the butterfly room used? Yes or No (please circle) If not, what room number and why?.....		
	Dress the baby. If not appropriate, then use a knitted gown or wrap sensitively. If parents do not wish their baby to be dressed, then just wrap appropriately		
	Cot card and labels to be given to the parents if they wish		
	Offer spiritual support, which may include a blessing of the baby. If parents would like this, they should be given the option of calling their own minister. Alternatively, call the Chaplain on 86061 or Bleep 1389/1245 (9am to 4pm, Mon-Fri). Chaplaincy is a 24/7-hour service so contact via switchboard out of hours		

	<p>Take photographs using the digital camera and print (unless parents decline). (kept in neonatal cupboard in IV room on LW)</p> <p>Use a new memory card for each family so that they can take away. The memory card is in the memory box or if not wanting a memory box, spare memory cards are in the drawers in the baby room</p>		
	Suggest parents take their own photographs on our camera and their mobile phone		
	Take foot and handprints using the ink wipe in memory box		
	Offer foot casts <i>if</i> appropriate and ask a member of staff who has had the training to do so		
	Lay the baby on an inco pad, once dressed to prevent leakage and label with mother's label (unless the baby has a number)		
	Complete one NVF Cremation Forms (always, unless a neonatal death)		
	Deliver the NVF form to the Chaplaincy department		
	Please give Cabergoline 1mg (one dose only, for milk suppression) unless a contra-indication i.e blood pressure, before discharge , Unless parents have decided to express and donate their milk		
5.	<p><u>ONLY</u> complete this section if a <u>neonatal death</u></p> <p>If under 22 weeks, paediatricians do not need to attend but an obstetrician does as they will need to complete the paperwork as have a GMC number</p> <p>Inform Paediatricians (bleep 1631) to confirm if baby is alive and then no signs of life (if a live birth over 22 weeks) in order to allow them to sign the death certificate.</p>		

<p>The Coroner must be informed of a live birth then death. Complete the form 'Coroners' kept in TEAMS, Maternity Safety Huddle, under Bereavement and select the coroners form. Complete and save and also save as a download. Complete and email direct to the Coroner's office (email address on the form) and bereavement midwife. If having difficulties, you can write the information on appendix 3 and scan to yourself on the 'tap and go' printer and send to yourself and then email coroners and bereavement midwife.</p> <p>Contact Hearing Screening on Ext 87329.</p> <p>If a neonatal death, the child health department must be informed whatever gestation ASAP following birth. Email them on cms.chis@nhs.net (You can also contact them on 01707 396888)</p> <p>If a neonatal death it must be certified by a paediatrician or doctor and a CAUSE of DEATH certificate completed. (Yellow medical certificate kept with the stillbirth certificates). Please scan to yourself and email to the registry office. Keep the original copy in the notes. registrars@milton-keynes.gov.uk tracy.rea@mkuh.nhs.uk</p> <p>Please add the name of the parents and baby and a contact number so the registrars can contact the family direct and register the baby. The registry office is doing it this way because of covid.</p> <p>The grey medical certificate book (Cremation form 4) must always be filled out as well by the paediatrician or doctor. A draft is with the yellow book. Parent's to be informed that they must register the death within 5 working days.</p> <p>Please make sure you give the appropriate patient information leaflet i.e. If a neonatal death, give that leaflet</p> <p>If a livebirth – Do usual eCARE as a NHS number is required</p> <p>Ensure death is reported on RADAR if a live birth</p>	<p>RADAR number:</p>	
--	----------------------	--

	<p>You MUST complete the online form as a requirement from the child death overview panel, whatever the gestation of a livebirth ASAP following birth:</p> <p>https://www.ecdop.co.uk/BLMK/Live/public</p>		
--	--	--	--

Second Section (Birth)		Signature	Date
6.	<p>If Postmortem is not required:</p> <p>Ensure placenta and baby remain together when sent to the mortuary. Place placenta in a dry pot, never in formalin. Label pot, not the lid A</p> <p>A) ALWAYS: please complete appendix 4, 'Postmortem/placenta request form for histology' (last 2 pages only) for all placentas. This is a mandatory requirement to complete these two pages when sending all placentas</p> <p>B) White disposal form (Always)</p> <p>C) If abnormalities noted or a consultant has requested take placental tissue from the cord base. Membranes and placenta. Place in pink tissue medium (kept in freezer in IV room on LW) and send with baby to the mortuary. If running low, ring 01865 226001 and ask for more to be sent to labour ward</p> <p>D) Complete cytogenetics form (In plastic filing box in the baby room under abnormalities).</p> <p>E) Register of Congenital Abnormalities form (NCARDS) to be sent to Prenatal Screening Co-ordinator if indicated (forms in the baby room filing cabinet)</p>		
7.	<p>If Postmortem is required or requested:</p> <p>Post Mortem (PM) consent to be explained and gained by a Consultant Obstetrician, Obstetric Registrar, Bereavement Midwife or a Midwife if competent</p> <p>When completing the form, please put YES or NO. Must not put ticks and crosses as Oxford will not accept the form and therefore will delay the post</p>		

<p>mortem.</p> <p>Please make sure 'Changing your mind' is completed (front page). Section 5. Don't forget to write yes or no for the placenta. This also needs to be confirmed on the last page of the post mortem/placenta request form for histology - Just above where you write your name</p> <p>Ensure placenta and baby remain together when sent to the mortuary. Place placenta in a dry pot, never in formalin. Label pot, not the lid</p> <ul style="list-style-type: none"> a) Send blue histology card with placenta and membranes b) White disposal form (always send) c) Completed one Cremation Form 9 (always send) d) DO NOT take cytogenetics if the baby is having a postmortem as the pathologist will do so (Make sure you have ticked NO to 'Have you sent a sample to cytogenetics') e) Placental swabs, Maternal and fetal side for microbiology culture and sensitivity – Use ecare and send to our lab 		
<p>Photocopies of any relevant: -</p> <ul style="list-style-type: none"> a) Scan reports (Always) b) Copy of the notes if relevant 		
<p>Please scan and email a copy of the post mortem, including histology form to:</p> <p>caz.costar@nhs.net tina.cowburn@ouh.nhs.uk mortuary@ouh.nhs.uk tracy.rea@mkuh.nhs.uk</p> <p>It is easier to send to yourself and then forward on, if you have not got the email addresses on you.</p>		
<p>The person gaining consent must contact the consultant paediatric pathologist at the John Radcliffe hospital (JRH) (Oxford) Tel: - 01865 221246 (out of hours and leave a message) or mortuary 01865 220495 (working hours) to notify and discuss requirements prior to transferring the baby</p>		

	Register of Congenital Abnormalities form (NCARDS) to be sent to our Prenatal Screening Co-ordinator if indicated (forms in the baby room filing cabinet)		
	Inform Milton Keynes University Hospital Foundation Trust (MKHFT) Mortuary ext: 85828 that the baby will require a postmortem		
8.	Ensure that the baby is correctly and clearly labelled before leaving labour ward		
	Offer the parents the blanket that their baby has been given		
	Ensure the baby is wrapped and the face is covered when going down to the mortuary		
	Contact support team to request the 'Angel Box'. Bleep 1480		
	Offer a miscarriage memory box		
	For a severe growth restricted baby, a doctor must do a referral letter for thrombophilia screening for 10-12 weeks post delivery. This must be done and can be referred via eCARE Name of doctor responsible for sending referral		
	Cancel all future consultant, dopplers and ultrasound appointments (ward clerk can do this, so put an address label with all relevant information in her black book. This is kept by the ward clerk's computer)		
	Ensure all births for babies included TOPs are completed in eCARE Complete eCARE: Ensure pregnancy episode is closed and the woman is discharged to generate a GP letter		

9.	<p>Taking the baby home:</p> <p>Prior to asking the next question- check the coroner has agreed with the cause of death if a neonatal death</p> <p>Also, if mental health issues-sought advice from mental health professionals to ensure they get support in the community and if it is suitable for them to take the baby home</p> <p>Ask parents' if they want to take their baby home for the day/overnight. If they say yes, please let them take the cuddle cot (blue box). Ensure a 1 litre bottle of sterile water is included (we can get this from theatres) and ensure the guidance leaflet is enclosed (Appendix 8)</p> <p>If they want to take the baby home: Tell the parents' the purpose of using the cuddle cot</p>		
	<p>is to keep the baby cool, which will help to keep their baby from deteriorating</p> <p>The baby must always leave through the mortuary. Never elsewhere. The mortuary staff need to be contacted on 85828 and will give the family guidance on transporting the baby from the hospital to their home and back to either the hospital or funeral directors of their choice. The hospital will provide a funeral for all babies under 24 weeks unless it's a neonatal death (a live birth must be registered by Law)</p> <p>IF they are taking the baby home, Appendix 9, MUST be completed and given to the parents. The parents then take the form to the mortuary back doors to collect their baby. They will not be given their baby unless they have the release form. PLEASE see 3.4 in the guideline for guidance</p>		
10.	<p>When the parents are leaving or before if appropriate – inform them their baby will go to the mortuary</p>		

Third Section (Discharge)		Signature	Date
11.	<p>When filling out the orange discharge sheet for the community midwife, please attach a purple history sheet</p>		
	<p>Ensure a copy of the discharge sheet is left in the notes for the bereavement midwife</p>		

Ensure that the woman has been offered/given pain relief to take home and any other relevant TTOs		
Inform community midwife on discharge Name.....		
All notes to be returned to the bereavement midwife. Please leave in designated place in the sister's office		

Any other relevant information

- Sex of baby =
- EBL =
- SVD or C/S =
Please cross out which is not relevant
- Perineum Intact
 - 1st degree
 - 2nd degree
 - 3rd degree
- Baby observations =
- Weight =
- Is this a TOP, a miscarriage or a neonatal death (cross out which is not relevant)

For audit purposes:

1. Placenta delivered, using syntometrine syntocinon - or physiological third stage -
2. Manual removal of placenta -

Any other comment or observation?

Appendix 4: Postmortem consent form

Sands and the Human Tissue Authority (2013) Post mortem consent form: your wishes about the post mortem examination of your baby incorporating Sands and the Human Tissue Authority (2013) Optional section on retaining organs for the Sands Post mortem consent form.

Postmortem consent form

Your wishes about the postmortem examination of your baby

Your wishes about the postmortem examination of your baby

Mother	Baby
Last name	Last name
First name(s)	First name(s)
Address	Date of birth
	Date of death (if liveborn)
Hospital no.	Hospital no.
NHS no.	NHS no.
Date of birth	Gender (if known)
Consultant	Consultant
Father/Partner with parental responsibility	Address (if different from the mother's)
Last name	
First name(s)	
Preferred parent to contact, tel. no.:	
Other, eg, religion, language, interpreter	
.....	
<p>How to fill in this form:</p> <ul style="list-style-type: none"> • Please show what you agree to by writing YES in the relevant boxes. Write NO where you do not agree. • Record any variations, exceptions and special concerns in the Notes to the relevant section or in Section 5. • Sign and date the form. The person taking consent will also sign and date it. 	

Changing your mind

After you sign this form, there is a short time in which you can change your mind about anything you have agreed to.

If you want to change your mind, you must contact:

[Name, department] [tel.]
Before [time] on [day] [date]

Please be assured that your baby will always be treated with care and respect.

Section 1: Your decisions about a postmortem examination *select one of these 3 options.*

A complete postmortem This gives you the most information. It includes an external examination, examining the internal organs, examining small samples of tissue under a microscope, and taking x-rays and medical photographs. Tests may also be done for infection and other problems and the placenta may also be examined.

If you think you may have another baby in the future and are worried that the problem might occur again, a complete postmortem is the best way to try to find out.

I/We agree to a complete postmortem examination.

OR

A limited postmortem This is likely to give less information than a complete post mortem.

A limited postmortem includes an external examination, examining the internal organs in the area(s) of the body that you agree to, examining small samples of tissue under a microscope, and taking x-rays and medical photographs. Tests may also be done for infection and other problems and the placenta may also be examined.

I/We agree to a limited postmortem examination.

Please indicate what can be examined:

abdomen chest and neck head other

OR

An external postmortem This may not give any new information.

An external postmortem includes a careful examination of the outside of the baby's body, x-rays and medical photographs. The placenta may also be examined.

I/We agree to an external postmortem examination.

Section 2: Tissue samples *Only if you consent to a complete or limited postmortem*

With your agreement, the tissue samples taken for examination under a microscope will be kept as part of the medical record (in small wax blocks and on glass slides). This is so that they can be re-examined to try to find out more if new tests or new information become available. This could be especially useful if you think you may have another baby in the future.

I/We agree to the tissue samples being kept as part of the medical record for possible re-examination. *If consent is **not** given, you must note below what should be done with the tissue samples. See Section 8 Item 6 for more information.*

Notes to Sections 1 and 2 if required

.....



Section 3: Genetic testing

To examine the baby's chromosomes or DNA for a possible genetic disorder or condition, the pathologist takes small samples of skin, other tissue and/or samples from the placenta (afterbirth). With your agreement, this material will be kept as part of the medical record so that it can be re-examined to try to find out more if new tests or new information become available. This could be especially useful if you think you may have another baby in the future.

I/We agree to genetic testing of samples of skin, other tissue and/or the placenta.
If samples should not be taken from any of these, please note this below.

I/We agree to the genetic material being kept as part of the medical record for possible re-examination. See Section 8 Item 6 for more information.

Notes to Section 3 if required

Section 4: Keeping tissue samples for training professionals and for research

Section 4 covers additional separate consent that you may decide to give. It will not affect what you have already agreed to above, what is done during the postmortem, or the information you get about your baby's condition, but it may be helpful for others in the future.

With your agreement, the tissue samples may also be examined for quality assurance and audit of pathology services to ensure that high standards are maintained.

I/We agree to the tissue samples being kept and used for quality assurance and audit.

Tissue samples, medical images and other information from the postmortem can be important for training health professionals. Identifying details are always removed when items are used for training.

I/We agree to anonymised tissue samples, images and other relevant information from the postmortem being kept and used for professional training.

Tissue samples, medical images and other relevant information from the postmortem can also be useful in research into different conditions and to try to prevent more deaths in the future. All research must be approved by a Research Ethics Committee.

I/We agree to tissue samples, images and other relevant information from the post mortem being kept and used for ethically approved medical research.

You can withdraw consent for any of the above at any time in the future. To do so, please contact the hospital and ask for the histopathology department.

Section 5: Keeping one or more organs for diagnostic purposes

In most cases, all the organs will be returned to your baby's body after the post mortem examination. But occasionally the doctors may recommend keeping one or more organs for longer, to carry out further detailed examination to try to find out more about why your baby died. This might take some weeks and so could affect the timing of your baby's funeral. The person who discusses the post mortem with you will tell you if it is likely.

- I/We agree to further detailed examination of the organ(s) specified below:**
- Any organ**
- The following organ(s)**

If you agree to further detailed examination, you also need to decide what should be done with the organ(s) after the examination:

- I/We want the hospital to dispose of the organ(s) respectfully as required by law.**
- I/We want the organ(s) returned to the funeral director we appoint for separate cremation or burial.**
- I/We want to delay the funeral until the organ(s) have been returned to my/our baby's body.**

Alternatively, after the further detailed examination, you may decide to donate the organ(s) for one of the following purposes:

- I/We agree to donate the organ(s) to be used to train health professionals.**
- I/We agree to donate the organ(s) to be used for ethically approved medical research.**

If you agree to donate one or more organ(s), they will be respectfully cremated as required by the Human Tissue Authority when they are no longer needed.

If you change your mind about this donation at any time in the future, and want to withdraw your consent, please contact the hospital and ask for the histopathology department.

Notes to Section 5 if required

.....

Any other requests or concerns

.....

.....

Do you consent for disposal of the placenta after post-mortem? Yes or NO (Please circle)

If no, would you like it to remain with the baby Yes or No (Please circle)

Section 6: Parental consent

- I/We have been offered written information about postmortems.
- I/We understand the possible benefits of a postmortem.
- My/Our questions about postmortems have been answered.

Mother's name Signature

Father's/Partner's name Signature

Date Time

Section 7: Consent taker's statements *To be completed and signed in front of the parents.*

- I have read the written information offered to the parents.
- I believe that the parent(s) has/have sufficient understanding of a postmortem and (if applicable) the options for what should be done with tissue and organs to give valid consent.
- I have recorded any variations, exceptions and special concerns.
- I have checked the form and made sure that there is no missing or conflicting information.
- I have explained the time period within which parents can withdraw or change consent and have entered the necessary information at the beginning of this form.

Name Position/Grade

Department Contact details (Ext/Bleep)

Signature Date Time

Interpreter's statement (if relevant)

- I have interpreted the information about the postmortem for the parent(s) to the best of my ability and I believe that they understand it.

Name Contact details

Signature Date Time

POSTMORTEM / PLACENTA REQUEST FORM FOR HISTOLOGY

PAEDIATRIC PATHOLOGY CONTACT INFORMATION	FOR LABORATORY USE
DR D FOWLER (01865) 220504 DR CM BOWKER (01865) 222022 SECRETARY (01865) 221246 MORTUARY OFFICER (01865) 220495 LABORATORY (01865) 220492 AUTOPSY REFERRALS – BEFORE SENDING THE CASE ALWAYS CONTACT THE DEPARTMENT TO FOREWARN US AND RELAY ANY IMPORTANT INFORMATION.	LABORATORY NUMBER: DATE RECEIVED: PATHOLOGIST: NOTES:

PLEASE REMEMBER TO INCLUDE THE PLACENTA!

MOTHER'S DETAILS	
HOSPITAL NO NAME PREV SURNAME D.O.B LMP EDD	ADDRESS CONSULTANT WARD HOSPITAL

SPECIMEN / REQUEST
IS THE REQUEST FOR EXAMINATION OF: <input type="checkbox"/> A STILLBORN / FOETAL DEATH? <input type="checkbox"/> A NEONATAL / INFANT DEATH? <input type="checkbox"/> THE PLACENTA ONLY? <input type="checkbox"/> OTHER: DATE:

RELEVANT CLINICAL DETAILS AND HISTORY

PAST OBSTETRIC HISTORY							
YEAR	PLACE	SEX	WEIGHT	GESTATION	DELIVERY	COMPLICATIONS	OUTCOME

HAVE YOU SENT A SAMPLE TO CYTOGENETICS
<input type="checkbox"/> YES <input type="checkbox"/> NO

COMPLICATIONS IN PRESENT PREGNANCY			
THREATENED ABORTION	Y / N	GROWTH RESTRICTION	Y / N
HYPERTENSION	Y / N	OTHER (DETAILS BELOW)	Y / N
POLYHYDRAMNIOS	Y / N		
OLIGOHYDRAMNIOS	Y / N		
APH	Y / N		

SUMMARY OF PRESENT DELIVERY		
(SUMMARY OF COMPLICATIONS, DELIVERY ETC): FETICIDE (if applicable) MEMBRANE RUPTURE 1ST STAGE 2ND STAGE DELIVERY	DATE	TIME

BABY / FOETUS	
NAME (if given)	HOSPITAL NO (if applicable)
GENDER (if known)	PAEDIATRICIAN (if applicable)
DOB	ESTIMATED DATE OF DEATH
WEIGHT AT DELIVERY	ESTIMATED TIME OF DEATH
GESTATION AND/OR AGE	FATHER'S NAME (if different)

APPEARANCE
BABY / FOETUS / PLACENTA
<input type="checkbox"/> FRESH
<input type="checkbox"/> MACERATED
<input type="checkbox"/> VERY MACERATED

PROVISIONAL DIAGNOSES

QUESTIONS FOR THE PATHOLOGIST

PLEASE INCLUDE:	
COPIES OF THE ULTRASOUND SCAN REPORTS	
COPIES OF ALL GENETICS RESULTS	
THE PLACENTA	
POST MORTEM CONSENT FORM	

ABNORMALITIES / ANOMALIES
PLEASE GIVE DETAILS OF <u>ANY</u> ABNORMALITIES (and/or attach copies of the prenatal diagnosis scan / genetics reports)

FOR NEONATAL DEATHS ONLY	
NEONATAL COURSE: Brief summary of the neonatal course	DEATH CERTIFICATE (clinical cause of death)

<p><u>Do the parents agree to disposal of the placental tissue as per Oxford University Hospital protocol? Yes/ No For IUD/ S/BIRTH & TOP's NOT FOR ABNORMALITY NOT Placentas from live born babies.</u></p>

CONTACT DETAILS OF MEMBER OF STAFF COMPLETING THIS FORM	
NAME	DATE
SIGNATURE	STATUS
TELEPHONE NO	BLEEP

Section 8: Notes for the consent taker

1. "Anyone seeking consent for hospital PM examinations should have relevant experience and a good understanding of the procedure. They should have been trained in dealing with bereavement and in the purpose and procedures of PM examinations and they should have witnessed a PM examination" (Human Tissue Authority, Code of Practice 3, 2009).
2. Written information about postmortems should be offered to all parents before you discuss the form with them.
3. If the parents have a specific request that you are not sure about, contact the pathologist **before the form is completed**.
4. Make sure that an appropriate time and date are entered in the *Changing your mind* section at the beginning of the form, and the parent(s) understand what to do if they change their minds. The postmortem should not begin unless this section is completed. **It is your responsibility to ensure that, if the parent(s) change their minds, they will be able to contact the person or department entered on this form.** If the parents do not want a copy of the form, they should still be given written information about changing their minds.
5. Write the mother's or the baby's hospital number in the box at the foot of each page of the form. For a baby who was born dead at any gestation use the mother's hospital number; for a baby who was born alive use the baby's hospital number.
6. **Sections 2 and 3: Tissue samples and genetic material** If the parents do not want tissue samples or genetic material kept as part of the medical record, explain the different options for disposal (below) and note their decisions in the relevant section.

If disposal is requested, it will usually take place only after the full postmortem report has been completed. The options are disposal by a specialist hospital contractor; release to a funeral director of the parents' choice for burial; or release to the parents themselves. For health and safety reasons, blocks and slides cannot be cremated. Genetic material is normally incinerated.
7. Send the completed form to the relevant pathology department, offer a copy to the parent(s), and put a copy into the mother's (for a stillbirth or miscarriage) or the baby's (for a neonatal death) medical record.
8. Record in the clinical notes that a discussion about the postmortem examination has taken place, the outcome, and any additional important information.
9. **Possible further examination of one or more organs** Very rarely, it may be recommended that an organ is kept for more detailed examination after the baby is released from the mortuary. In this case, the form *Consent to further examination of organs for diagnostic purposes* should be completed, as well as this form.
 - **If you already know that this is recommended**, discuss it with the parents and also explain how it might affect funeral arrangements. If they consent, complete the form *Consent to further examination of organs for diagnostic purposes* now, and staple the two forms together. Record the consent in the *Notes to Sections 1 and 2* on this form.
 - **If the pathologist recommends further examination after the postmortem has begun**, they will contact you or the unit. The parents should then be contacted as soon as possible to discuss their wishes and to explain how keeping the organ might affect funeral arrangements. If they consent, the form *Consent to further examination of organs for diagnostic purposes* should be completed and copies distributed as above. A note should be added to the medical record that consent was given, including how it was given (face-to-face, email, fax etc).

Appendix 5: Maternity Bereavement Discharge Form

Maternity Bereavement discharge form

Please ensure all information is complete before discharge to community midwife.

To be completed by delivering midwife:

Sticker and confirm address:

Telephone numbers:

Partners name:

Medical centre:

Community Midwife:

Bereavement
Care

Postmortem
Y or N

Important information:

Date and time of birth	
Parity	
Type of birth	
EBL	
Anti D given	Y or N
Name of baby	
Sex	
Weight	
Gestation	

To be completed by hospital discharge midwife:

Date and time of discharge:

No days on discharge:

Discharged by:

To be completed by community midwife:

Date for visit:	No days	Initials	Comments/Reason for visit

Date for visit:	No days	Initials	Comments/Reason for visit

To be completed by community midwife:

Date discharged from community midwife:		Discharged by:	
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Appendix 6: NVF Form

FORM NVF

FOR BURIAL OR CREMATION
CERTIFICATE OF MEDICAL PRACTITIONER OR MIDWIFE
IN RESPECT OF NON-VIABLE FOETUS

I HEREBY CERTIFY that I have examined the non-viable foetus.

Of _____

Address _____

Delivered on _____

Gestation _____

Which was less than twenty four weeks gestation.

NAME (IN BLOCK CAPITALS)

(signature)

Address _____

Date _____ Registered qualifications _____

FORM F

AUTHORITY TO CREMATE
(to be completed by the Crematorium team only)

Whereas application has been made for the Cremation of the remains of the above-described non-viable foetus.

And whereas I have satisfied myself that all the requirements of the Cremation Acts, 1902 and 1952 and of the Regulations made in pursuance of those Acts, have been complied with, and that there exists no reason for any further enquiry or examination.

I hereby authorise the Superintendent of the Crownhill Crematorium to cremate the said remains.

Date: _____ Signature: _____
Medical Referee to the Crownhill Crematorium

If having difficulty sending the coroners referral from the worktop computer, hand write the attached form and scan an email to yourself and then forward to coroners.office@milton-keynes.gov.uk. Please copy tracy.rea@mkuh.nhs.uk so we get a response straight away.

Appendix 7: Neonatal Death under 24 weeks: Referral to Coroner

Neonatal Death Referral to Coroner



Please complete and email to coroners.office@milton-keynes.gov.uk

Name of person referring neonatal death	
If a termination of pregnancy, please state this here (please include contact number)	
Date and time referred	

Section 1:

Please complete for Neonatal Death – At any stage in pregnancy

Mother's name and date of birth		Sex (delete as appropriate)	Male Female
Father's name and date of birth		Contact number for parents	
Date and time of birth		Name of baby (if you are not aware of the parents chosen name, please leave blank)	
Date and time of death			
APGAR Scores		Contact details for certifying clinician (Please include details of bleep no and when on duty)	
Hospital no.			
Place of death (ward)			
Parents home Address			

**Section 3:
Please complete for Neonatal Death**

<p>Pregnancy History</p> <p>Low/High Risk – any underlying condition?</p> <p>1st pregnancy?</p> <p>Any trauma suffered during pregnancy</p> <p>Any concerns during pregnancy</p> <p>Any previous admission for reduced fetal movements</p> <p>Any fetal abnormalities/concerns noted during pregnancy</p>	
<p>Circumstances</p> <p>Date admitted</p> <p>Reason for admission/attendance</p> <p>Details of how stillbirth confirmed prior to delivery if applicable</p> <p>Labour induced/natural</p> <p>Time of delivery</p> <p>Condition of baby/placenta including appearance, weight, any obvious abnormalities</p> <p>IF neonatal death Apgar scores etc</p>	

**Section 4:
Please complete for Neonatal Death**

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Details of clinician filling out stillbirth/death certificate	Name of Clinician
(Cause) 1a	
1b	
1c	
2	

Once complete, please email to coroners.office@milton-keynes.gov.uk and tracy.rea@mkuh.nhs.uk

Once we have discussed with the Coroner we will contact you to let you know that the stillbirth/neonatal death can be registered.

Thank you

Appendix 8



Cuddle Cot Guide Set Up

1. Place **silver insulation mat under** cooling pad (shiny side up) in moses basket/cot (Ensure the mat hoses are not twisted and fit through the holes in the basket if it has them) **cover with thin sheet.**
2. Plug unit in and place on a **stable surface** allowing space around unit during colling.
3. **Connect Hose** to unit and mat.
4. Open **Filler Cap** (blue cap) on top of the unit and put **2x drops** of the biocide into the unit.
5. Fill the unit with **sterile water** for irrigation, **slowly and carefully** fill to near the top of viewing window on side of unit. **Replace Filler Cap.**
6. Switch on unit by pressing on/off button on the top of the unit. The mat will fill.
7. Watch viewing window and **keep over half full throughout use.**
8. **Press 'c/f'** button on the top of unit to set temperature (**8°C/46°F**) press up/down arrow buttons to do this. Then press **Enter button** to confirm temperature set.

The unit can take up to 45 minutes to reach the temperature set!

1. Switch off unit (press on/off button) **DO NOT** unplug until the fan stops.
2. Disconnect mat from the hose by pressing **release clips.**
3. Clean mat with **sterile wipes**
4. Disconnect hose from unit by pressing button **under unit** and **gently** pulling hose.

Drain both hose and unit using drainage key. (insert key and press valves to empty water over sink.)

Ensure all equipment i.e unit with filler cap, both cooling mats, foils, Biocide, and drainage key are returned to the box prior to storage.



Appendix 9: Release Form

Form for parents who wish to take their baby home

This is to confirm that (name(s) of parent(s))

of (address), _____

DOB of baby _____

Mothers MRN number _____

Have chosen to take their baby's body from Milton Keynes University Hospital

<p>I/We, the parent(s), hereby take full responsibility for our baby whilst they are in our care. We will (tick as appropriate):</p> <p><input type="checkbox"/> return our baby to the hospital on (date) _____</p> <p><input type="checkbox"/> our own funeral arrangements.</p> <p>Parent(s) Name(s) (please print):</p> <p>_____</p> <p>Signature _____ Signature _____</p> <p>Date _____</p> <p>In case of need or concern please contact Labour Ward telephone: 01908</p> <p>Labour Ward on telephone: 01908</p>
--

Mortuary only

M number

Location

Name of staff member (please print): -----

Signature: -----

Date: -----

Name of person collecting baby (please print): -----

Signature: -----

Date: -----