



Organ Donation Retrieval Checklist For Theatre

This checklist is to assist the Theatre Co-ordinator and team in the build-up and during an organ donation retrieval in Theatres at Queens Hospital

Theatre Co-ordinator	
Transplant Co-ordinator	

Time theatre informed of Organ Donation Retrieval					
Identify theatre to be used for retrieval	Theatre 1				
	Theatre 2				
	Theatre 3				
	Theatre 4				
	Theatre 5				
	Other Theatre (identify)				
Prepare Theatre (plant, damp dusting etc)					
Liaison between Theatre & Transplant Co-ordinators	At Request	1 Hour	2 Hour	3 Hour	
Anticipated Start Time					
Anticipated Surgery Time					
Identify staff required to assist the transplant team	Theatre Role			Number Required	
	Scrub Practitioner				
	Circulator/Theatre Support Worker				
	ODP				
Staff designated to the retrieval theatre	Name		Theatre Role		

Refreshments for Retrieval Team	Ordered	
	Collected/Delivered	
Team Brief in Theatre Seminar Room		
Retrieval Team set up in theatre		
Theatre Process (insert time where appropriate)	Patient sent for	
	Patient arrives	
	WHO checklist/Stop moment	
	Surgery starts	
	Surgery ends	
	Last Offices Performed (Death in Theatre checklist) with Transplant Co-ordinator	
Patient transferred immediately post-surgery	Recovery	
	Other Area/Theatre (identify)	
	Mortuary	
Family to visit the patient prior to transfer to Mortuary	Yes/No	Where
Time patient Transferred to the Mortuary		

Special considerations or requests from Transplant Co-ordinator or team	
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Special considerations or requests from Patient's family	
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Checklist Completed by Name
..... Signature