



**QUEEN'S
UNIVERSITY
BELFAST**

Body Donation for Anatomical Examination

Information Booklet (including consent forms)

for Donor and Next of Kin/Executor

Centre for Biomedical Sciences Education (Anatomy)

School of Medicine, Dentistry & Biomedical Sciences

Queen's University Belfast

Whitla Medical Building

97 Lisburn Road

BELFAST

BT9 7AE

Contact Details:

Monday - Friday (Working Hours)

Tel: (028) 9097 2131 **Email:** anatomy@qub.ac.uk

Outside of Working Hours, Weekends or Bank Holidays

Tel: (028) 9032 9241 (BCH Operator will provide appropriate number)

GENERAL INFORMATION AND INSTRUCTIONS FOR DONOR

The study of anatomy is an essential foundation for the clinical practice of our doctors and dentists. Here at Queen's Medical School, our young medical and dental students are privileged to be able to examine donated human material for the study of anatomy.

The examination of human anatomical specimens is carried out in the Licensed Area of the Medical School in compliance with the Human Tissue Act (2004). All practices in relation to anatomical examination are regulated by the Human Tissue Authority (HTA) who periodically inspect and licence the Area.

On behalf of the Medical School, we would like to thank you for your enquiry and for considering the donation of your body for the education of future students.

If you have any questions after reading the information contained in this booklet, please do not hesitate to contact the Anatomy Office.

Dr Samantha J Taylor
Lecturer (Education) and Designated Individual

If you wish to donate your body for anatomical examination you should:

- Complete both the attached consent forms, in the presence of a witness.
- Return one completed consent form to the Centre Office (Anatomy) in the addressed envelope provided.
- Retain the second completed consent form for your records (we suggest that you keep this document with your Will or personal papers).
- We strongly recommend that you inform your Next of Kin/Executor and doctor of your intention to donate your body.
- If you decide that you no longer wish to donate your body, you are free to withdraw consent at any time. Please contact the Centre Office (Anatomy) to request removal of your name from our files.

At The Time of Death

Your Next of Kin/Executor should telephone the Centre Office (Anatomy) as soon as possible after the death occurs. Following notification of the death, the Medical School will liaise with the doctor who has certified the death in order to determine suitability of the deceased for donation.

If the body donation is accepted*, the remains will be collected and transported to the mortuary at the Medical School by the University's appointed funeral undertaker (relatives are asked not to make their own transport arrangements).

- * **No guarantee can be given that a donation will be accepted.** If the body donation cannot be accepted, responsibility for burial or cremation rests with the Next of Kin/Executor.

Once a body has been accepted, the Medical School is responsible for its preservation, storage, examination and for the removal of the remains for burial/cremation. Bodies are normally held within the Medical School for a period of 1-3 years. After this time the Next of Kin/Executor will be contacted by the Medical School regarding the release of the remains.

Registration of Death

The death must be registered with the local Registrar of Births, Deaths and Marriages who will issue you with a Disposal Certificate (Form GRO 21). If desired, a memorial service may be held at a later time in the donor's home or place of worship.

Expenses connected with the removal of the body and its cremation or burial are normally borne by the Medical School.* Provision is made for a simple

funeral with cremation at Roselawn Crematorium or interment in Roselawn Cemetery, Belfast. (NB The Next of Kin/Executor will be expected to meet the extra costs arising from any special funeral arrangements).

- * **No guarantee can be given that a donation will be accepted.** If the body donation cannot be accepted, responsibility for burial or cremation rests with the Next of Kin/Executor.

Donation of Remains

There is no upper age limit for donating a body.

Although not absolute, the following is a guide to some reasons for *not accepting* a donation. If a donor is in doubt about suitability, please feel free to contact the Centre Office (Anatomy) by telephone 028 9097 2131.

- **Post mortem examination**
- **Transmissible diseases** (such as Hepatitis, HIV, AIDS, Septicaemia, Tuberculosis (TB))
- **Sudden onset of senile dementia/Alzheimer's disease/CJD.**
- **Infective jaundice**
- **MS (Multiple Sclerosis):** depending on the severity of the condition, cases of MS may or may not be suitable. If you wish to donate your brain for research into MS please contact the MS Society Tissue Bank by telephone 020 7594 9734 or email ukmstissuebank@imperial.ac.uk
- **Recent history of C. Difficile / MRSA**
- **Severe peripheral vascular disease and oedema**
- **Recent operations:** where the wound has not healed.
- **Arthritic deformity** (e.g. severe deformity of joints).
- **Obesity:** excessive weight
- **Extensive Cancer**
- **Organs donated for transplantation:** Where organs have been donated for transplantation, the body *will not* be accepted; the only exception being

the donation of the corneas of your eyes. For further information please contact the Donor Co-ordinator, Clarendon Dock, Belfast on 0300 1232323.

- **Skin Condition:** The doctor will be asked about the condition of the donor's skin, and in particular about the presence of bedsores. Small sores may be acceptable, but deep sores are not.

If the body is not suitable for anatomical examination the Next of Kin/Executor will be informed as soon as possible so they may make the necessary funeral arrangements.

NB: *It is not normally possible to accept a donation if the death occurs outside of Northern Ireland.*

GUIDANCE NOTES FOR DONORS COMPLETING THE CONSENT FORM

Please read this section carefully as it explains what you may give consent for.

Under the Human Tissue Act (2004), there is no limit on the length of time a donated body can be retained for examination. The Queen's University Medical School normally retains donated remains for a period of 1-3 years. However, if you wish to restrict the time that your entire body is retained, you have an opportunity to do so in the attached consent form (under question 1).

Please ensure the attached consent form is signed and dated in the presence of a witness* otherwise it will not provide valid consent for acceptance of your body for Anatomical Examination.

* A witness must be 18 years of age (or over).

INSTRUCTIONS FOR NEXT OF KIN/EXECUTOR WHEN A DONOR DIES

You should read the previous information carefully and then proceed as follows:

The doctor who attended the donor during his/her last illness should be asked to provide a Death Certificate as soon as possible after death. It is important to inform the doctor that the deceased has donated their body to the Medical School, Queen's University, Belfast.

The death should be reported as soon as possible to the Centre Office (Anatomy) at Queen's University, Belfast telephone number:

(028) 9097 2131 (during working hours)

If a death occurs during the night, notification should be given as soon as possible the following morning.

Outside of normal working hours (including weekends and bank holidays) when the Centre Office is closed, the switchboard operator at the Belfast City Hospital *(028) 9032 9241* will provide the appropriate number to contact.

The Medical School will contact the doctor who has certified the death and together they will make a decision as to whether or not the donated body can be accepted. You will be informed within a short time about the decision.

NB: *No guarantee can be given that a donation will be accepted.*

If the donation is accepted

1. The Medical School will arrange for the University's funeral undertakers to collect and transport the body to the Medical School, QUB.
2. The Next of Kin/Executor should take the Death Certificate to the office of the local Registrar of Births, Deaths and Marriages and advise him/her of the wishes of the deceased. The Registrar will issue a Disposal Certificate (**Form GRO 21**) which must be returned to the Centre Office (Anatomy).
3. The Next of Kin/Executor will be sent additional forms which will need to be completed and also returned to the Centre Office (Anatomy). **It is very important that we receive these documents as soon as possible.**

If a donation is not accepted

The Next of Kin/Executor should proceed with the normal arrangements for burial or cremation. It is regretted that the Medical School cannot make any financial contribution to these private arrangements.

To Obtain Consent Forms Please Contact:

Centre for Biomedical Sciences Education (Anatomy)
School of Medicine, Dentistry & Biomedical Sciences
Queen's University Belfast
Whitla Medical Building 97 Lisburn Road
BELFAST BT9 7AE

Tel: (028) 9097 2131 **Email:** anatomy@qub.ac.uk