


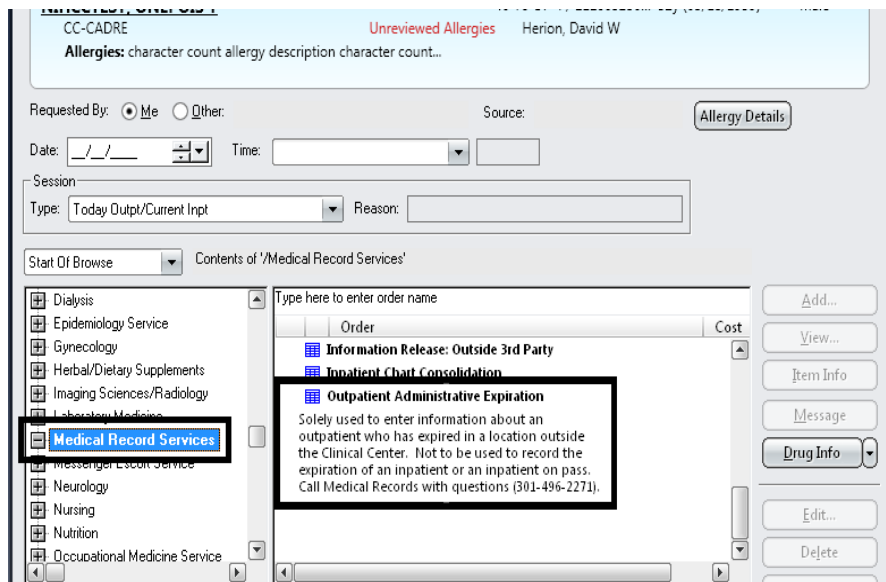
Monday Morning Practice Pearls #37

You learn that one of your patients, who is not an inpatient, has died. What documentation is required?

When a patient dies outside of the NIH, the CC refers to this as an “Outpatient Expiration”. Whether the patient is currently on your study or not, there are 2 things that you will need to do.

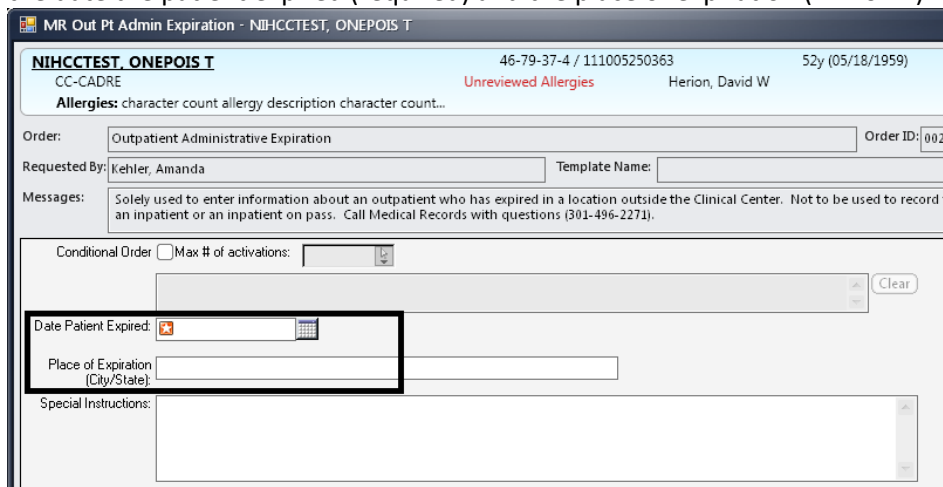
Step 1: Enter an Outpatient Expiration Service Request in CRIS

- Click on the ‘Enter Order’ icon. 
- Click on the + next to ‘Medical Record Services’
- Find the “Outpatient Administrative Expiration” from the list of services and double click



The screenshot shows the CRIS interface for a patient named David W. Herion. The 'Medical Record Services' menu is expanded, and the 'Outpatient Administrative Expiration' service is highlighted. A tooltip for this service reads: "Solely used to enter information about an outpatient who has expired in a location outside the Clinical Center. Not to be used to record the expiration of an inpatient or an inpatient on pass. Call Medical Records with questions (301-496-2271)." The interface also shows fields for 'Requested By', 'Date', 'Time', 'Session', and 'Type'.

- Enter in the date the patient expired (required) and the place of expiration (if known).



The screenshot shows the 'MR Out Pt Admin Expiration' form. The 'Date Patient Expired' field is highlighted with a red box, and the 'Place of Expiration (City/State)' field is highlighted with a black box. The form also includes fields for 'Order ID', 'Requested By', 'Template Name', and 'Special Instructions'.

Step 2: Document the death

Using a structured progress note, document the death in CRIS. Since the first step is an order, source documentation about the death is still necessary, especially if the patient is still on-study. Include:

- how you found out about the death (this may even be from a death notice)
- date of death, if know
- cause of death, if known

REMEMBER: if the patient is still on-study, you may need to submit an expedited adverse event report to the sponsor, especially if still on active treatment, so check your protocol.