

Regulation(s): None
L-Tag(s): None

POLICY: A bereavement file is developed for each patient admitted to the hospice program.

PROCEDURE:

1. A bereavement file is initiated for each patient by the Bereavement Coordinator and maintained for twelve months after the patient’s death.
2. The bereavement file contains:
 - a. a copy of the bereavement plan of care for the person(s) for whom the hospice will provide bereavement services; and
 - b. bereavement notes documenting all services provided and contact with the bereaved person(s).
3. The Bereavement Coordinator or the clinician providing services updates information in the file as needed.
4. At the completion of bereavement services, the contents of the file are merged with the patient’s clinical record.

Created:	Reviewed:	Revised:	Effective:
6/18	2/11/19		4/2019
Reviewed:	Reviewed:	Reviewed:	Reviewed: