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	Department/Section:	Quality Assurance
	Document Title:	GUIDELINES ON THE DISPOSAL OF INFECTIOUS REMAINS

## PURPOSE


To provide guidelines in handling, transportation, and disposal of the corporal remains of patients with infectious disease.

## DEFINITION OF TERMS

- 1. Burial** Refers to the interment of remains in a grave, tomb, or the sea.
- 2. Cremains** Refers to the cinerary remains or the ashes resulting from the cremation of a dead body.
- 3. Cremation** Refers to the process that reduces human remains to bone fragments of fine sand or ashes through combustion and dehydration.
- 4. Crematorium** Refers to any designated place duly authorized by law to cremate dead persons.
- 5. Morgue** Refers to a place in which dead bodies are temporarily kept pending identification or burial.
- 6. Personal Protective Equipment (PPE)** Refers to the materials used to cover the human body or any part of the human body in order to prevent contamination from the disease. This includes facial mask, eye protectors or goggles, gown, gloves, etc.
- 7. Remains** Refers to the body or parts of the body of a dead person including the cremated remains.


## LEVEL

Staff Nurses, Head Nurses, Nursing Supervisors, Unit Managers, MSD, Corporate Client Relations Officer, CSSD, TQD.




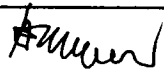

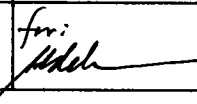
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## POLICY

1. All personnel handling the cadaver shall wear appropriate PPEs while performing their tasks. All PPEs shall be disposed of after its use.
2. Burial, preferably cremation, shall be done within 12 hours after death. However, burial of the dead body shall, to the most possible extent, be in accordance with the person's religion or customs.
3. Information on crematoriums and mortuaries contracted for cremation or burial of the remains shall be kept strictly confidential.
4. Deaths of foreign nationals shall be immediately reported to the Bureau of International Health Cooperation (BIHC). The BIHC shall then inform the Department of Foreign Affairs (DFA) which shall thereafter notified the concern embassy.
5. Shipment of cremains of foreign nationals shall strictly adhere to the guidelines of the Bureau of Quarantine (BOQ).

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**APPROVAL:**


	Name/Title	Signature	Date
Prepared by:	<b>BERNIE B. SIASON</b> Internal Quality Analyst-Non-Patient Care		03-20-2020
	<b>SUZETTE J. IDO, RN</b> Internal Quality Analyst-Patient Care		03-20-2020
Reviewed:	<b>DENNIS C. ESCALONA, MN, FPSQua</b> Quality Assurance Supervisor		03-20-2020
Recommending Approval:	<b>HENRY F. ALAVAREN, MD, FPSMID</b> Total Quality Division Officer		3/20/20
	<b>MA. ANTONIA S. GENSOLI, MD, FPCHA</b> Medical Director		3-20-2020
Approved:	<b>GENESIS GOLDI D. GOLINGAN</b> President and CEO		03/20/2020

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## PROCEDURES

### A. Removal of the body from Isolation Area and Transport to Cemetery or Crematorium.

1. Transfer the body to the mortuary as soon as possible after death.
2. Wrap the body with cloth and place in the airtight cadaver bag that is leak-proof and shall be zipped or closed tightly with tapes and bandages strips.
3. Decontaminate surface of the bag with hypochlorite solution (50-100ppm) or any approved disinfectant.
4. Ensures that the body is fully sealed in an impermeable airtight cadaver bag before being removed from the isolation room or area, and before transfer to mortuary, to avoid leakage of body fluid.
5. When properly packed in the airtight cadaver bag, the body can be safely removed for storage in the mortuary, sent to the crematorium, or placed in a coffin for burial.
6. At no instance shall unzipping the cadaver bag of the body and removal of the body be permitted.
7. The funeral establishment shall provide the transport of the cadaver to the burial site/crematorium. The vehicle shall be disinfected immediately after the cadaver has been removed.


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## B. Coordination with embassies (for non-residents)

1. Health facility, through the BIHC, shall notify the consular post immediately of the death of their national, and provide the opportunity to determine the proper manner of burial in accordance with the deceased's religion/custom.
2. In case communication with the foreigner's consulate office and/or next of kin is delayed or remains unavailable after reasonable efforts have been exerted, the burial of the deceased foreigner shall proceed and shall not exceed 12 hours..
3. The embassy shall pay the burial/cremation services. Due to urgency, the DOH may shoulder the expenses and reimbursement shall be processed subject to accounting and auditing rules and regulations.

## C. Requirements for Burial/Cremation

1. The attending physician shall:
  - a.) Issue the death certificate;
  - b.) report the death to the City/Municipal Health Office (CHO/MHO) within 48 hours after the death; and
  - c.) forward to the local civil registrar concerned within 30 days after death for registration.
2. The health facility shall accomplish all documentary requirements related to burial/cremation in coordination with the CHO/MHO
3. No burial/cremation shall take place without a validly issued death certificate.

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**A. Removal of the body from Isolation Area and Transport to Cemetery or Crematorium.**

PERSON RESPONSIBLE	ACTIVITY
Staff Nurse	<p>START</p> <p>Wraps the body with cloth and place in the airtight cadaver bag that is leak-proof and shall be zipped or closed tightly with tapes and bandages strips</p>
Staff Nurse	<p>Decontaminates surface of the bag with hypochlorite solution (50-100ppm) or any approved disinfectant.</p>
Staff Nurse	<p>Ensures that the body is fully sealed in an impermeable airtight cadaver bag before being removed from the isolation room or area, and before transfer to mortuary, to avoid leakage of body fluid.</p> <p>A</p>

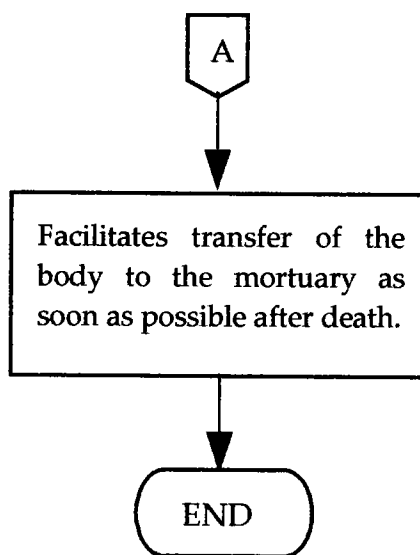



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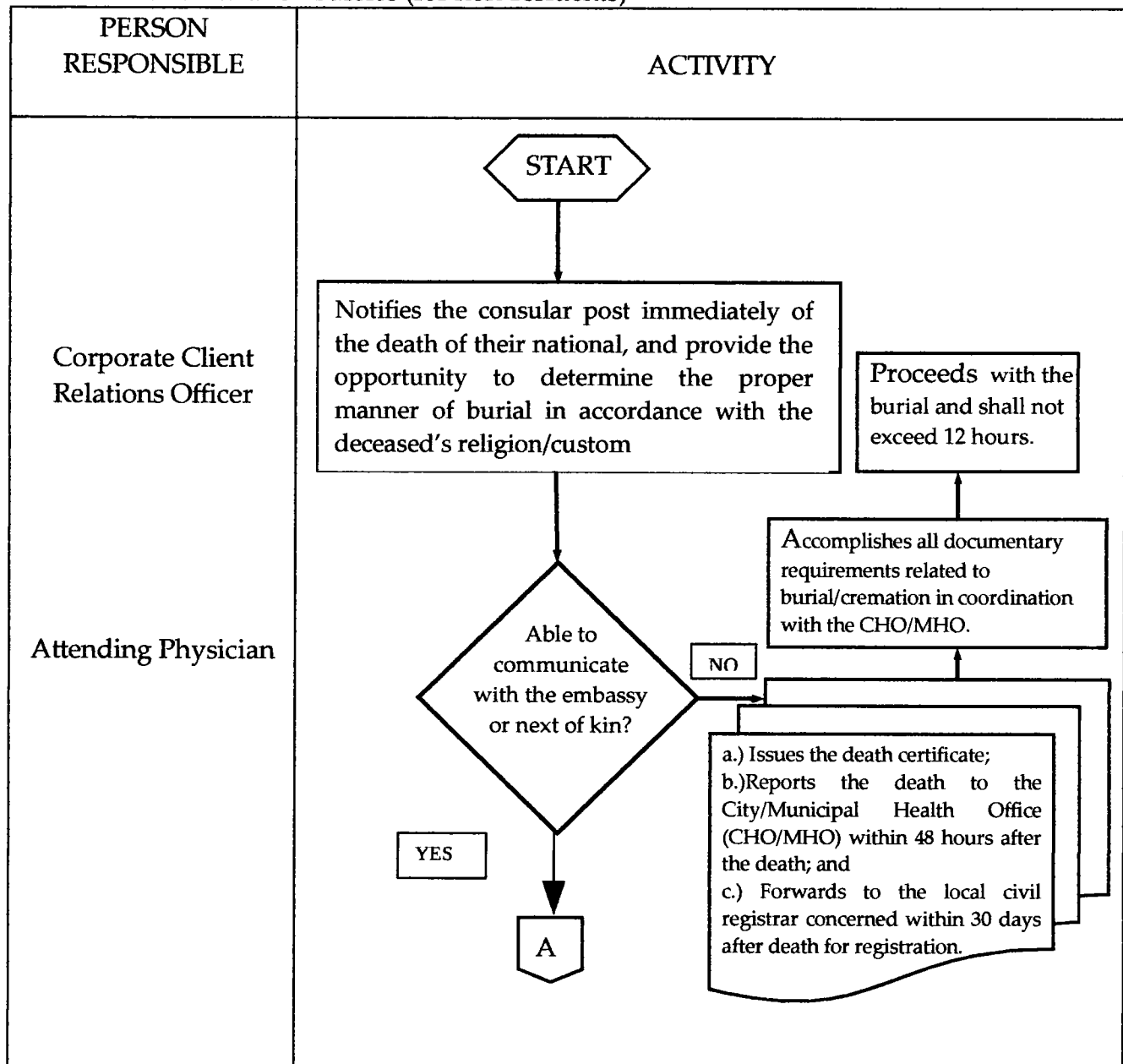
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Head Nurse/Nurse  
Supervisor



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#### B. Coordination with embassies (for non-residents)







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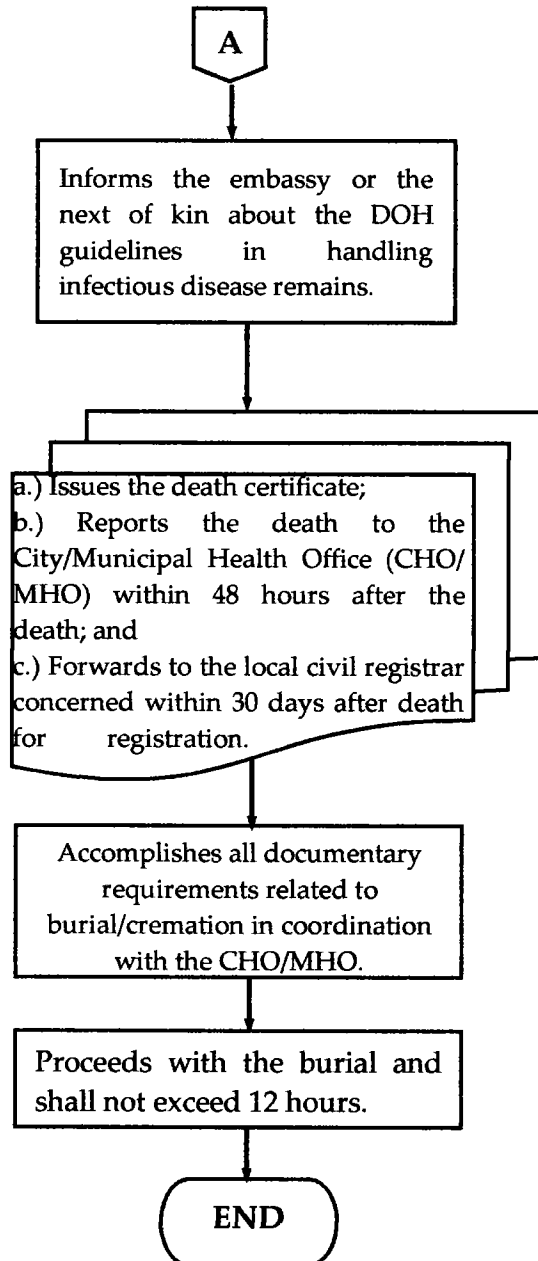
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Corporate Client  
Relations Officer

Attending Physician

Department of  
Health



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### STAFF NURSE

1. Wraps the body with cloth and place in the airtight cadaver bag that is leak-proof and shall be zipped or closed tightly with tapes and bandages strips.
2. Decontaminates surface of the bag with hypochlorite solution (50-100ppm) or any approved disinfectant.
3. Ensures that the body is fully sealed in an impermeable airtight cadaver bag before being removed from the isolation room or area, and before transfer to mortuary, to avoid leakage of body fluid.
4. Facilitates transfer of the body to the mortuary as soon as possible after death.

### CORPORATE CLIENT RELATIONS OFFICER


1. Notifies the consular post immediately of the death of their national, and provide the opportunity to determine the proper manner of burial in accordance with the deceased's religion/custom

### ATTENDING PHYSICIAN

1. Issues the death certificate;
2. Reports the death to the City/Municipal Health Office (CHO/MHO) within 48 hours after the death; and
3. Forwards to the local civil registrar concerned within 30 days after death for registration.

### DEPARTMENT OF HEALTH

1. Shoulders the expenses and reimbursement shall be processed subject to accounting and auditing rules and regulations.

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## DISSEMINATION

Intranet (Communicator)

Weekly Management Meeting

## REFERENCE:

DOH Circular No. 2020-0047