



Policy Name: <p style="text-align: center;">BEREAVEMENT FOLLOW-UP</p>	Policy Number: <p style="text-align: center;">4-0405</p>
Approved By: <p style="text-align: center;">Executive Team</p>	Effective Date: <p style="text-align: center;">AUGUST 1, 1999</p>
Reason for Revision: Click on item below and select item from list. <p style="text-align: center;">CONTENT- Enter BELOW Reason for change Ex: Combined Policy ## and ##.</p> <p style="text-align: center;">Changes in procedures 3. f and g, eliminated due to loss of volunteer support.</p>	Date Revised: <p style="text-align: center;">August 3, 2022</p> Next Date for Review: <p style="text-align: center;">August 3, 2025</p>
Section: <p style="text-align: center;">Section 04 - Loss, Grief and Bereavement Support</p>	Page No: <p style="text-align: center;">Page 1 of 2</p>

Policy

Bereavement follow-up support will be provided to family members for up to one year following the death of a resident. Grief and bereavement support will be coordinated by the Spiritual Care Coordinator and Social Worker.

REQUIRED FORMS AND EQUIPMENT REFERENCES

Electronic forms location – FORMS
 Hardcopy forms location – Nursing Station file cabinet.

1. Bereavement Follow-Up

CROSS REFERENCES

Policy 0407 – Telephone Bereavement Follow-Up

Procedure

1. Formal bereavement support will be provided by the Spiritual Care Coordinator and Social Worker. Nursing Care Staff and Volunteers will provide informal bereavement support.
2. Bereavement follow-up support will be recorded on the Bereavement Follow-Up Form.
 - a. Unit Clerks will complete demographic information at intake.
 - b. After the death of a resident, the Unit Clerk completes the Bereavement Follow-Up Form and places the form in the Bereavement Follow-Up binder.
 - c. All follow-up information will be documented on the Bereavement Follow-Up form by staff.
 - d. The Bereavement Follow-Up binder must always be returned to the workstation.
 - e. The Bereavement Follow-Up forms will be archived at one year or when support is no longer required.



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3. Bereavement follow-up may include:
 - a. Comfort Cart;
 - b. Bereavement boxes;
 - c. Telephone follow-up calls at 2 and 6 months;
 - d. 1 on 1 family support with the Spiritual Care Coordinator;
 - e. Resources for community and grief support;
 - f. Sympathy cards and Bereavement insert - sent out to family members after death;
 - g. Remembrance Service and Reception (bi-monthly);

4. Programs will be monitored and developed as needed by the Spiritual Care Coordinator.

5. Bereavement Follow-Up will be evaluated by the Spiritual Care Coordinator with the assistance of the Social Worker.