

COMMISSIONER, BRUHAT BANGALORE MAHANAGARA PALIKE

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No:COMM/PSR/ /2020-21
4-1961

Date: 21-07-2020

Protocol to be followed in case of deaths of Covid 19 Positive/ Suspected cases

Subject: Protocol to be followed in case of Deaths of suspected and confirmed Covid - 19 positive cases (Ref :COMM/PSR/134/2020-21, Dt: 17/07/20) REVISION - 1

A. Protocol in case of death of Covid 19 Positive patients admitted in Hospitals

1. **Cause of death certificate (Form 4)** should be issued by the treating hospital mentioning Covid 19 positive status and other existing comorbidities.
2. Aadhar card copy or any proof of identity of the deceased should be collected by the hospital authorities.
3. Covid positive report copy or any other documentary proof of the positive status of the patient should be collected by the hospital authorities.
4. Details of the deceased should be updated in the online patient management portal prescribed, mentioning **any of the following available details** - the SRF No/ ICMR No/ BU No./ contact number that was given at the time of testing in case of Institutions/Hospitals who have access to the portal.
5. If any PHC/ CHC/ Taluk Hospitals/ District Hospital/ BBMP Hospital/ any other hospital / Nursing Home/ Private Clinic does not have access to the BBMP portal, such Institutions are required to send a copy of the cause of death certificate (form No. 4) with **any of the following available details** - the SRF No/ ICMR No/ BU No./ contact number that was given at the time of testing, entered on it, by email to 2020covid.hospital@gmail.com.
6. The body should be packed as per the Standard Protocol issued by the Government (Ref-1)
7. The body should be transferred to the crematorium/ Burial ground by the BBMP Ambulance/ BBMP Hearse van of the concerned BBMP zone, by personnel with proper PPE kits.
8. Personal Protective Equipment should be provided by the zonal BBMP officials to the crematorium staff.

B. Protocol for Suspect Covid 19 case Deaths of patients admitted in Hospitals

1. Testing for Covid 19 status of the deceased should be done immediately using Rapid Antigen Test kit by the concerned hospital/ or by the jurisdictional BBMP Medical Officer Health (MOH), if Rapid Antigen Test kit is not available at the hospital.
2. **Cause of death certificate (form No.4)** should be issued by the treating hospital immediately depending on the status of the Covid 19 test done. If the test is positive for Covid 19, **Cause of death certificate (Form 4)** should be issued by the treating hospital mentioning Covid 19 positive status and other existing comorbidities. If the Covid 19 test is negative, the cause of death should be stated as '*Death due to natural causes cannot be ruled out. However the exact cause of natural death could not be commented due to existing circumstances (COVID 19 PANDEMIC)*'.

3. Aadhar card copy or any proof of identity of the deceased should be collected by the hospital authorities.
4. Details of the deceased should be updated in the online patient management portal prescribed, mentioning **any of the following available details** - the SRF No/ ICMR No/ BU No./ contact number that was given at the time of testing in case of Institutions/Hospitals who have access to the portal.
5. If any PHC/ CHC/ Taluk Hospitals/ District Hospital/ BBMP Hospital/ any other hospital / Nursing Home/ Private Clinic does not have access to the BBMP portal, such Institutions are required to send a copy of the cause of death certificate (form No. 4) with **any of the following available details** - the SRF No/ ICMR No/ BU No./ contact number that was given at the time of testing, entered on it, by email to **2020covid.hospital@gmail.com**.
6. Body should be packed according to the Standard Protocol issued by the Government (Ref-1) if it is found to be case of Covid 19 positive. In case of Covid 19 negative result, regular protocols may be followed as for natural death in the hospital.
7. In case the deceased is been found to be Covid 19 positive, the body should be transferred to the crematorium/ Burial ground by the BBMP Ambulance/ BBMP Hearse van of the concerned BBMP zone, by personnel with proper PPE kits. In case the deceased is detected to be Covid 19 negative, the body should be handed over to the relatives for cremation/ burial.
8. Personal Protective Equipment should be provided by the zonal BBMP officials to the crematorium staff, compulsorily.
9. In case of the Covid 19 test report coming as positive, the jurisdictional BBMP authorities are directed to initiate further action as per protocol (contact tracing and necessary action).

C. Protocol for Covid 19 Positive case deaths at home

1. The jurisdictional BBMP Medical Officer Health (MOH) should be intimated regarding the death that has taken place. The MOH should go to the residence of the deceased for further action.
2. Photographs of the body of the deceased should be taken by the jurisdictional BBMP MOH at the residence of the deceased, to rule out any injuries/ unnatural death and preserved for reference purpose. If unnatural death is suspected, they should consult the nearest medical colleges for further advice and needful.
3. If death is natural, **Cause of death certificate (Form 4A)** should be issued by the jurisdictional BBMP MOH mentioning Covid 19 positive status and other existing comorbidities.
4. Aadhar card copy or any proof of identity of the deceased should be collected.
5. Covid 19 positive report copy of the deceased person should be collected.
6. The Institutions should send a copy of the cause of death certificate (form No. 4A) with **any of the following available details** - the SRF No/ ICMR No/ BU No./ contact number that was given at the time of testing, entered on it, by email to **2020covid.hospital@gmail.com**.
7. Body should be packed at the residence of the deceased itself by the team of the jurisdictional BBMP Medical Officer Health (MOH) according to the Standard Protocol issued by the Government (Ref-1)
8. The body should be transferred to the crematorium/Burial ground by the BBMP Ambulance/ BBMP Hearse van of the concerned BBMP zone, by personnel with proper PPE kits.
9. Personal Protective Equipment should be provided by the zonal BBMP officials to the crematorium staff, compulsorily.

D. Protocol for suspected Covid 19 deaths at home

1. The jurisdictional BBMP Medical Officer Health (MOH) should be intimated regarding the death that has taken place. The MOH should go to the residence of the deceased for further action.
2. Photographs of the body of the deceased should be taken by the jurisdictional BBMP MOH at the residence of the deceased, to rule out any injuries/ unnatural death and preserved for reference purpose. If unnatural death is suspected, they should consult the nearest medical colleges for further advice and needful.
3. Testing for Covid 19 status of the deceased should be done immediately at the residence of the deceased using Rapid Antigen Test kit by the jurisdictional BBMP Medical Officer Health (MOH).
4. **Cause of death certificate (form No.4 A)** should be issued by the jurisdictional BBMP Medical Officer Health (MOH) immediately depending on the status of the Covid 19 test done. If the test is positive for Covid 19, **Cause of death certificate (Form 4 A)** should be issued mentioning Covid 19 positive status and other existing comorbidities. If the Covid 19 test is negative, the cause of death should be stated as *'Death due to natural causes cannot be ruled out. However the exact cause of natural death could not be commented due to existing circumstances (COVID 19 PANDEMIC)'*.
5. Aadhar card copy or any proof of identity of the deceased should be collected.
6. The jurisdictional BBMP Medical Officer Health (MOH) should send a copy of the cause of death certificate (form No. 4 A) with **any of the following available details** - the SRF No/ ICMR No/ BU No./ contact number that was given at the time of testing, entered on it, by email to **2020covid.hospital@gmail.com**.
7. Body should be packed at the residence of the deceased itself by the team of the jurisdictional BBMP Medical Officer Health (MOH) according to the Standard Protocol issued by the Government (Ref-1) if it is found to be case of Covid 19 positive.
8. In case the deceased is been found to be Covid 19 positive, the body should be transferred to the crematorium/ Burial ground by the BBMP Ambulance/ BBMP Hearse van of the concerned BBMP zone, by personnel with proper PPE kits. In case the deceased is detected to be Covid 19 negative, the body should be handed over to the relatives for cremation/ burial.
9. Personal Protective Equipment should be provided by the zonal BBMP officials to the crematorium staff, compulsorily.
10. In case of the Covid 19 test report coming as positive, the jurisdictional BBMP authorities are directed to initiate further action as per protocol (contact tracing and necessary action).

PLEASE NOTE:

1. All hospitals should maintain a register for all Covid related deaths occurring either in the hospital or at home, with the details of name, age, SRF No/ ICMR No/ BU No./ telephone number that was given at the time of testing and Aadhar card copy/ any id proof and date and time of death. All documents pertaining to death and treatment should be maintained for death audits to be provided to the BBMP when required.
2. All crematoriums/ burial grounds in Bengaluru city should accept dead bodies of Covid 19 victims compulsorily irrespective of zone in which the patient resided. The crematoriums/ burial grounds in Bengaluru city are hereby directed to function from 9 AM till 8 PM everyday till further orders.
3. Crematorium/ Burial Ground staff should take the necessary precautions and follow standard protocols for cremation/ burial for both Covid 19 positive dead bodies.

4. In case of inter-district or inter-state patient deaths either at hospital or home for positive or suspect cases, the hospitals/ or jurisdictional BBMP Medical Officer Health (MOH) should issue the death certificate in the prescribed formats mentioned above and after the necessary formalities of packing and disinfection of the body, hand over the body for cremation. In case of inter-district or inter-state transportation of the body, the hospitals/ or jurisdictional BBMP Medical Officer Health (MOH) should additionally provide a letter with the patient details that states '*Death has occurred due to Covid 19. The necessary disinfection procedure has been performed and packing of the body has been done in accordance with prescribed guidelines, to ensure reduced risk of infection. Cause of Death certificate has been issued. Authorities are requested to provide all necessary help to facilitate the transport of the body to hometown for cremation/ burial*'.
5. For all non covid 19 and natural deaths, routine/ existing procedures for cause of death certification should be followed.

The following above mentioned protocol shall be adhered to strictly, to facilitate timely release of the dead body and to ensure proper procedure of cremation/ burial of the dead.

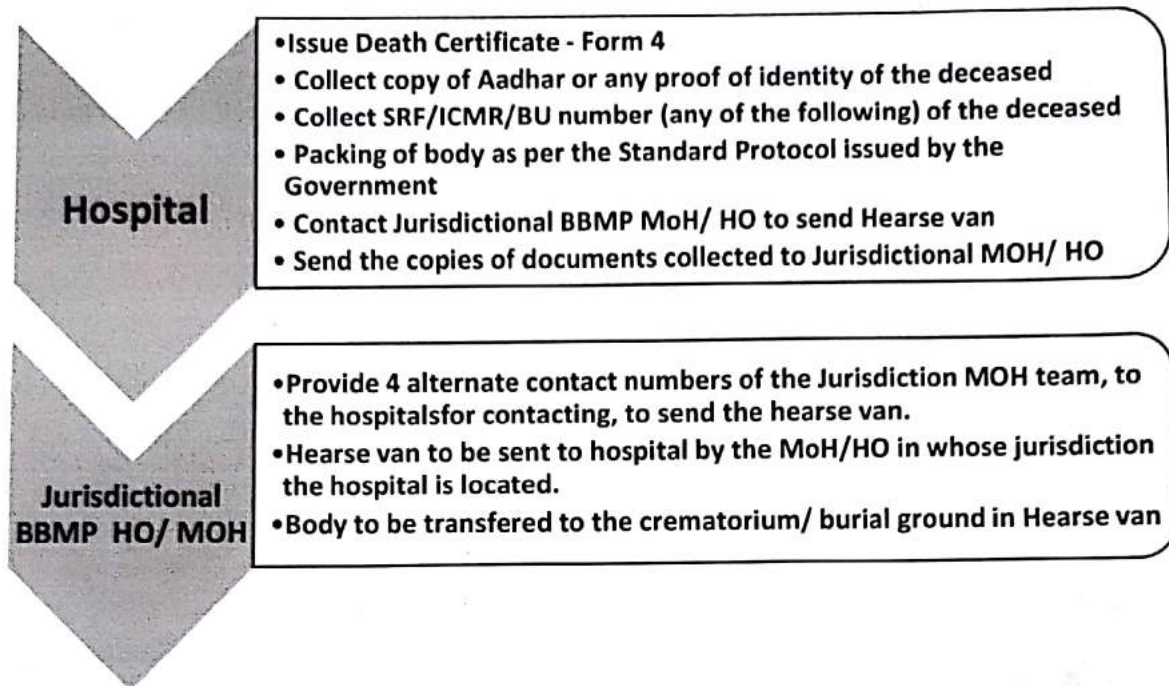

Commissioner, 21/1/2020
Bruhath Bengaluru Mahanagara Palike.

Copy to the following for information and necessary action:

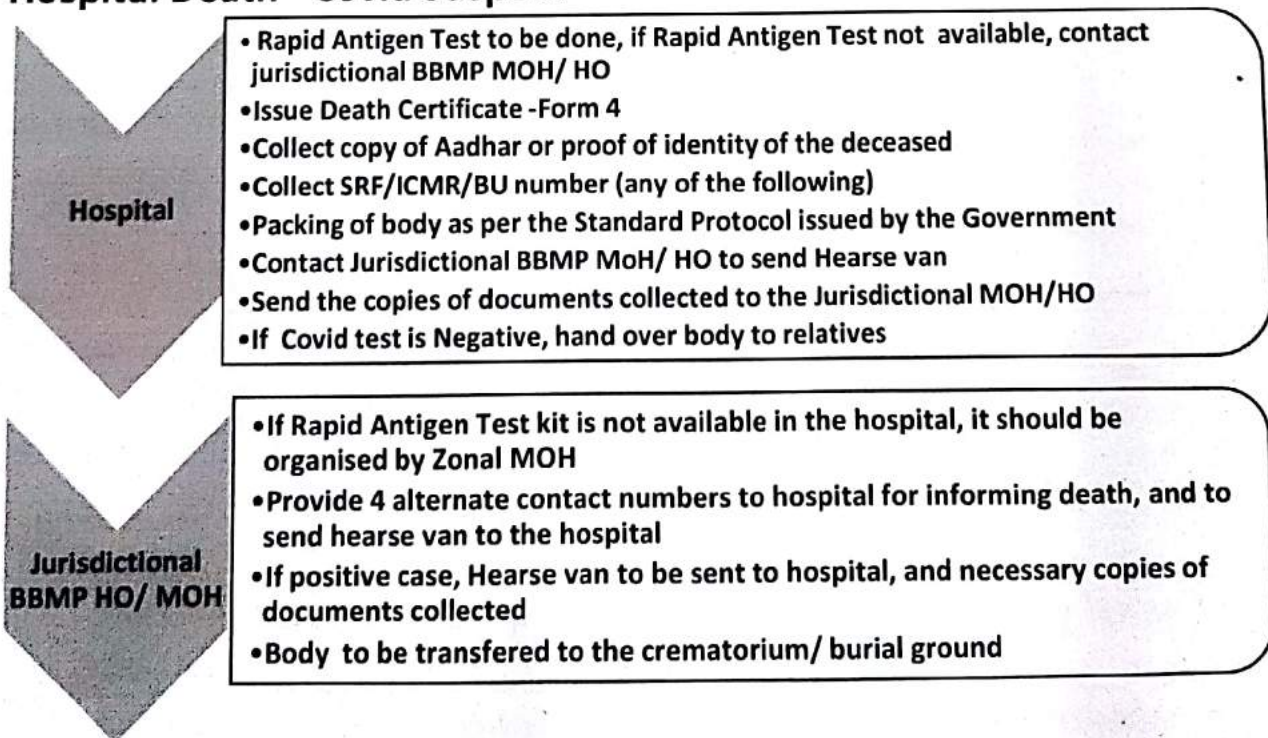
1. Chief Secretary, Government of Karnataka.
2. ACS, Health & Family Welfare, Government of Karnataka.
3. Mission Director, National Health Mission, Anand Rao Circle, Bangalore.
4. Principal Secretary, Medical Education.
5. The Commissioner, Health and Family Welfare Department.
6. All Special Commissioners, BBMP.
7. Deputy Commissioners, Bangalore Urban & Rural.
8. Director, Health Family Services, Anand Rao Circle, Bangalore - disseminate to All Hospitals & Health Officers concerned for immediate action and compliance.
9. Director, Medical Education Dept, Anand Rao Circle, Bangalore - disseminate to All Hospitals & Health Officers concerned for immediate action and compliance.
10. Zonal Joint Commissioners, BBMP.
11. All District Health Officers, Bangalore Urban & Rural.
12. All District Surgeons, Bangalore Urban & Rural.
13. CHO (Public Health & Clinical) – disseminate to All Hospitals & Health Officers concerned for immediate action and compliance.
14. Ambulance and Hearse Van Coordination Team, BBMP
15. 108 Coordination Team, Bangalore Urban & Rural.
16. PRO, BBMP to inform all Standing Committee Chairpersons, BBMP and Elected Representatives.
17. Zonal Officers, BBMP Covid – 19 Coordination Committee
18. Cluster heads- Govt. Medical Colleges, Govt. Hospitals, Private Medical Colleges, Private hospitals, CCC.
19. Office copy.

FLOW CHART OF COVID – 19 DEATH CERTIFICATION PROTOCOL
(Ref: Order no COMM/PSR/G-1961/2020-21 dated 21-07-2020)
RESPONSIBILITIES OF HOSPITALS AND JURISDICTIONAL BBMP HO/MOH

Hospital Death - Covid Positive



Hospital Death - Covid Suspect



Date: 21-07-2020

Commissioner, BBMP

Home Death - Covid Positive

**Jurisdictional
BBMP HO /
MOH**

- Patient's family to contact Jurisdictional BBMP MOH/HO
- MOH team to go to the house of the deceased and confirm death
- MOH to issue Death Certificate Form - 4A
- Collect Aadhar or proof of identity of the deceased
- Collect SRF/ICMR/BU number (any of the following) of the deceased
- Packing of body as per the Standard Protocol issued by the Government
- Hearse van to be sent to the home of the deceased
- Body to be transferred to the crematorium/ burial ground

Home Death - Covid Suspect

**Jurisdictional
BBMP HO /
MOH**

- Patient's family to contact Jurisdictional BBMP MOH/ HO
- MOH team to go to the house of the deceased and confirm death
- Rapid Antigen Test (RAT) to be done
- MOH to Issue Death Certificate Form - 4A
- Collect Aadhar or proof of identity of the deceased
- Collect SRF/ICMR/BU number (any of the following) of the deceased
- Packing of body as per the Standard Protocol issued by the Government
- Hearse van to be sent to the home of the deceased
- Body transferred to the crematorium/ burial ground
- If Rapid Antigen Test is Negative, handover the body to relatives for cremation/ burial with due precautions.

Note:

1. The Hearse van service is provided by BBMP and no fees are levied for the same
2. Any grievance in this regard may be lodged at the BBMP control room number 080-22975595/ 080-22225657

Date: 21-07-2020

Commissioner, BBMP