

## **Procedures for Funeral Homes to follow for Montana Body Donation Program:**

1. **“First call”** – Pick up remains from site of death and transport to funeral home.
  - Obtain cause of death & information from hospital, doctor or next of kin. This information is necessary for the MBDP to be able to make a decision for accepting/declining a donation.
  - Some of the reasons for declining a donation:
    - death occurred out of state and would require excessive time and expense to return body to MSU
    - next of kin do not agree with donation of body
    - open or unhealed wounds at time of death
    - massive systemic infections (e.g., MRSA)
    - diseases such HIV, hepatitis, multiple sclerosis or amyotrophic lateral sclerosis (Lou Gehrig’s disease)
    - death due to trauma (e.g., car accident or homicide)
    - an autopsy has been performed
    - exceptionally emaciated or obese
    - too much time has elapsed between death and initial embalming by local funeral home director
    - space available at MSU
2. **Contact MBDP** – Telephone numbers are listed below:
  - MSU (406) 994-4411, 8am - 5pm, Mon. thru Fri.
  - Cell phone (406) 599-0572, after 5pm, weekends & holidays
3. **Perform arterial embalming** via femoral artery to remove blood and to ensure adequate preservation until the body arrives at MSU. Whenever possible, we need a femoral artery injection so that we can achieve a complete preservation. Injections into the carotid artery make it more difficult to accomplish a thorough infusion, and they destroy delicate structures in the neck that our students must dissect and study.
  - Primary embalming must be completed within **6-12 hours** after death
  - 2 gallons of low index formaldehyde embalming solution is preferred.
  - Please place arms & hands at side of donation.
  - Please tie off vessels when finished with primary embalming.
  - Use cheesecloth or cotton at the embalming site to absorb fluid. Please do not use absorbent powder.
  - Please use caps under eyelids and tie mouth shut.
4. **Funeral Home please provide:**
  - Burial-transit permit with proper signatures.
  - Declaration of Consent Form or Next of Kin Declaration of Consent Form in case MBDP does not have form on file.
  - The preference of the next of kin for final disposition of the body.
  - Name and address of next of kin so that we can correspond with them.
5. **Transportation arrangements with MBDP:**
  - Body transported to MSU by MBDP employee.
  - MBDP travels up to 250 miles from Bozeman to accept donation.
  - Beyond 250 miles from Bozeman, a donation can be accepted if the next of kin or estate pays additional costs for the funeral home to transport remains to another funeral home within the 250 mile radius of MSU. The MBDP will then be responsible for bringing the donation to Bozeman.
  - Occasionally, the funeral home may agree to transport the donated body to MSU, if a mutually satisfactory arrangement can be made to cover costs.