LOPA
Recovery Coordinator I/II
Training Documentation

PHASE II: Case Initiation

Orientee: _____ Preceptor completing form: _____

Preceptor Instructions: *It is the designated preceptor's responsibility to complete the required training documentation.*
Use the following abbreviations to document the orientee's degree of training for each referral:

OBSERVATION ONLY – O
COMPLETES WITH ASSISTANCE- CA
COMPLETES INDEPENDENTLY- I

The attached comment page should be utilized to capture any additional finding throughout the phase training.

DATE and Donor # (referral)	Reviews brain death determination relative to hospital policy and LOPA policy	Reviews LOPA consent form and med/soc for accuracy	Communicates and faxes all required paperwork to the placement staff on call	Communicates effectively with recovery surgeon	Obtains coroner's clearance	Notifies APC, OR tech, placement, and surgeons of case	Notifies tissue team and eye bank	Sends serology and HLA as necessary and notifies appropriate HLA and serology lab personnel	Conducts detailed evaluation of donor	Obtains UNOS ID # from UNET

DATE of Evaluation	Donor # or Referral #	PHASE Case Initiation: Additional Comments or Findings