

Retrieval Team Information

For attending retrieval team

General Notes

- 1 Please complete for each proceeding or non-proceeding donor that your retrieval team agrees a departure time to attend. If your team do not subsequently attend the donor, please complete as much of the form as relevant.
- 2 If both an abdominal retrieval team and a cardiothoracic retrieval team agree to attend, it is expected that one form will be completed per team and each form will contain information relating only to that team.
- 3 If using the paper version of the form then please ensure that the loose card sheet is inserted after the second copy of each sheet as you write, to prevent marking through to the pages below. Please use BLOCK CAPITALS. When complete, please email a copy of the form to odtdatasupportteam@nhsbt.nhs.uk and keep the paper form for your records. If not possible to email, please send the first copy to

**ODT Hub Information Services
NHS Blood and Transplant
Fox Den Road
Stoke Gifford
BRISTOL
BS34 8RR**

and retain the second copy for your files.

- 4 If using the electronic version of the form please open a blank form, complete details and email the form to odtdatasupportteam@nhsbt.nhs.uk, keeping a copy for your records.
- 5 Please complete and return this form to ODT within 3 days.

NORS teams should complete this form electronically and return to ODT Hub Information Services by email. Teams that wish to complete the form on paper must print their own forms. The most recent version of the form can be obtained from ODT Hub Information Services
Telephone 0117 975 7575

Retrieval Team Code

Cardiothoracic Teams

- 11 - Birmingham
- 12 - Harefield
- 13 - Manchester
- 14 - Newcastle
- 15 - Papworth
- 16 - Glasgow

Abdominal Teams

- 32 - Cambridge
- 33 - King's College
- 35 - Newcastle
- 37 - Birmingham
- 38 - Cardiff
- 39 - Oxford
- 40 - Royal Free
- 41 - Leeds
- 42 - Manchester
- 43 - Edinburgh

Other

- 60 - Other abdominal team (eg kidney only retrieval team)
- 61 - Other cardiothoracic team

Reason for delay accessing donor theatre

- 1 - Waiting for theatre availability
- 2 - Waiting for donor staff availability
- 3 - Waiting for another retrieval team to arrive
- 4 - Donor family requested delay
- 5 - Donor in same hospital as retrieval team base
- 6 - Back-to-back retrieval at same hospital
- 8 - Other, please specify

Reason team stood down

- 1 - Prolonged time to asystole
- 2 - Donor organs declined
- 3 - At request of SN-OD
- 8 - Other, please specify

Reason organ not retrieved

- 01 - No retrieval intended (eg organ not accepted, no consent for organ)
- 02 - Poor function/abnormality on screening tests (eg abnormal bloods; ECG etc)
- 03 - Donor co-morbidity noted at laparotomy/thoracotomy (eg malignancy)
- 04 - Grossly abnormal appearance (eg trauma; cirrhosis; impaired contractility)
- 05 - Poor perfusion
- 06 - Prolonged ischaemia
- 07 - Kidney not present
- 08 - No suitable recipients available (eg for blood group AB organ)
- 09 - No facilities (eg ICU beds) available at recipient centres
- 10 - DCD donor failed to progress within agreed stand-down time
- 11 - Severe donor instability during procedure (eg cardiac arrest)
- 12 - Other, please specify

UK TRANSPLANT REGISTRY

DONOR DETAILS			Section 1
Date donor notified	<div style="display: flex; gap: 5px;"> <div style="border: 1px solid black; width: 20px; height: 20px; text-align: center; line-height: 20px;">D</div> <div style="border: 1px solid black; width: 20px; height: 20px; text-align: center; line-height: 20px;">D</div> <div style="border: 1px solid black; width: 20px; height: 20px; text-align: center; line-height: 20px;">M</div> <div style="border: 1px solid black; width: 20px; height: 20px; text-align: center; line-height: 20px;">M</div> <div style="border: 1px solid black; width: 20px; height: 20px; text-align: center; line-height: 20px;">Y</div> <div style="border: 1px solid black; width: 20px; height: 20px; text-align: center; line-height: 20px;">Y</div> <div style="border: 1px solid black; width: 20px; height: 20px; text-align: center; line-height: 20px;">Y</div> <div style="border: 1px solid black; width: 20px; height: 20px; text-align: center; line-height: 20px;">Y</div> </div>	ODT Donor number	
Donor Hospital			

RETRIEVAL TEAM ATTENDING			Section 2
Team code <small>(see codes on inside cover)</small>	If other (60, 61), please specify		
Time agreed with Hub that fully staffed team should leave base hospital	<div style="display: flex; gap: 5px;"> <div style="border: 1px solid black; width: 20px; height: 20px; text-align: center; line-height: 20px;">D</div> <div style="border: 1px solid black; width: 20px; height: 20px; text-align: center; line-height: 20px;">D</div> <div style="border: 1px solid black; width: 20px; height: 20px; text-align: center; line-height: 20px;">M</div> <div style="border: 1px solid black; width: 20px; height: 20px; text-align: center; line-height: 20px;">M</div> <div style="border: 1px solid black; width: 20px; height: 20px; text-align: center; line-height: 20px;">Y</div> <div style="border: 1px solid black; width: 20px; height: 20px; text-align: center; line-height: 20px;">Y</div> <div style="border: 1px solid black; width: 20px; height: 20px; text-align: center; line-height: 20px;">Y</div> <div style="border: 1px solid black; width: 20px; height: 20px; text-align: center; line-height: 20px;">Y</div> </div>	at <small>(24 hr)</small>	<div style="display: flex; gap: 5px;"> <div style="border: 1px solid black; width: 20px; height: 20px; text-align: center; line-height: 20px;">H</div> <div style="border: 1px solid black; width: 20px; height: 20px; text-align: center; line-height: 20px;">H</div> <div style="font-size: 10px;">:</div> <div style="border: 1px solid black; width: 20px; height: 20px; text-align: center; line-height: 20px;">M</div> <div style="border: 1px solid black; width: 20px; height: 20px; text-align: center; line-height: 20px;">M</div> </div>
Time that fully staffed team actually left base hospital	<div style="display: flex; gap: 5px;"> <div style="border: 1px solid black; width: 20px; height: 20px; text-align: center; line-height: 20px;">D</div> <div style="border: 1px solid black; width: 20px; height: 20px; text-align: center; line-height: 20px;">D</div> <div style="border: 1px solid black; width: 20px; height: 20px; text-align: center; line-height: 20px;">M</div> <div style="border: 1px solid black; width: 20px; height: 20px; text-align: center; line-height: 20px;">M</div> <div style="border: 1px solid black; width: 20px; height: 20px; text-align: center; line-height: 20px;">Y</div> <div style="border: 1px solid black; width: 20px; height: 20px; text-align: center; line-height: 20px;">Y</div> <div style="border: 1px solid black; width: 20px; height: 20px; text-align: center; line-height: 20px;">Y</div> <div style="border: 1px solid black; width: 20px; height: 20px; text-align: center; line-height: 20px;">Y</div> </div>	at <small>(24 hr)</small>	<div style="display: flex; gap: 5px;"> <div style="border: 1px solid black; width: 20px; height: 20px; text-align: center; line-height: 20px;">H</div> <div style="border: 1px solid black; width: 20px; height: 20px; text-align: center; line-height: 20px;">H</div> <div style="font-size: 10px;">:</div> <div style="border: 1px solid black; width: 20px; height: 20px; text-align: center; line-height: 20px;">M</div> <div style="border: 1px solid black; width: 20px; height: 20px; text-align: center; line-height: 20px;">M</div> </div>
Reason for delay (if > 30 mins)			
Time agreed with Hub that fully staffed team should arrive at donor hospital	<div style="display: flex; gap: 5px;"> <div style="border: 1px solid black; width: 20px; height: 20px; text-align: center; line-height: 20px;">D</div> <div style="border: 1px solid black; width: 20px; height: 20px; text-align: center; line-height: 20px;">D</div> <div style="border: 1px solid black; width: 20px; height: 20px; text-align: center; line-height: 20px;">M</div> <div style="border: 1px solid black; width: 20px; height: 20px; text-align: center; line-height: 20px;">M</div> <div style="border: 1px solid black; width: 20px; height: 20px; text-align: center; line-height: 20px;">Y</div> <div style="border: 1px solid black; width: 20px; height: 20px; text-align: center; line-height: 20px;">Y</div> <div style="border: 1px solid black; width: 20px; height: 20px; text-align: center; line-height: 20px;">Y</div> <div style="border: 1px solid black; width: 20px; height: 20px; text-align: center; line-height: 20px;">Y</div> </div>	at <small>(24 hr)</small>	<div style="display: flex; gap: 5px;"> <div style="border: 1px solid black; width: 20px; height: 20px; text-align: center; line-height: 20px;">H</div> <div style="border: 1px solid black; width: 20px; height: 20px; text-align: center; line-height: 20px;">H</div> <div style="font-size: 10px;">:</div> <div style="border: 1px solid black; width: 20px; height: 20px; text-align: center; line-height: 20px;">M</div> <div style="border: 1px solid black; width: 20px; height: 20px; text-align: center; line-height: 20px;">M</div> </div>
Time that fully staffed team arrived at donor hospital	<div style="display: flex; gap: 5px;"> <div style="border: 1px solid black; width: 20px; height: 20px; text-align: center; line-height: 20px;">D</div> <div style="border: 1px solid black; width: 20px; height: 20px; text-align: center; line-height: 20px;">D</div> <div style="border: 1px solid black; width: 20px; height: 20px; text-align: center; line-height: 20px;">M</div> <div style="border: 1px solid black; width: 20px; height: 20px; text-align: center; line-height: 20px;">M</div> <div style="border: 1px solid black; width: 20px; height: 20px; text-align: center; line-height: 20px;">Y</div> <div style="border: 1px solid black; width: 20px; height: 20px; text-align: center; line-height: 20px;">Y</div> <div style="border: 1px solid black; width: 20px; height: 20px; text-align: center; line-height: 20px;">Y</div> <div style="border: 1px solid black; width: 20px; height: 20px; text-align: center; line-height: 20px;">Y</div> </div>	at <small>(24 hr)</small>	<div style="display: flex; gap: 5px;"> <div style="border: 1px solid black; width: 20px; height: 20px; text-align: center; line-height: 20px;">H</div> <div style="border: 1px solid black; width: 20px; height: 20px; text-align: center; line-height: 20px;">H</div> <div style="font-size: 10px;">:</div> <div style="border: 1px solid black; width: 20px; height: 20px; text-align: center; line-height: 20px;">M</div> <div style="border: 1px solid black; width: 20px; height: 20px; text-align: center; line-height: 20px;">M</div> </div>
Reason for delay (if > 30 mins)			
Was there a flight involved in the journey from base hospital to donor hospital?	<small>No = 1 Yes = 2</small>		
Time that your team gained access to donor theatre	<div style="display: flex; gap: 5px;"> <div style="border: 1px solid black; width: 20px; height: 20px; text-align: center; line-height: 20px;">D</div> <div style="border: 1px solid black; width: 20px; height: 20px; text-align: center; line-height: 20px;">D</div> <div style="border: 1px solid black; width: 20px; height: 20px; text-align: center; line-height: 20px;">M</div> <div style="border: 1px solid black; width: 20px; height: 20px; text-align: center; line-height: 20px;">M</div> <div style="border: 1px solid black; width: 20px; height: 20px; text-align: center; line-height: 20px;">Y</div> <div style="border: 1px solid black; width: 20px; height: 20px; text-align: center; line-height: 20px;">Y</div> <div style="border: 1px solid black; width: 20px; height: 20px; text-align: center; line-height: 20px;">Y</div> <div style="border: 1px solid black; width: 20px; height: 20px; text-align: center; line-height: 20px;">Y</div> </div>	at <small>(24 hr)</small>	<div style="display: flex; gap: 5px;"> <div style="border: 1px solid black; width: 20px; height: 20px; text-align: center; line-height: 20px;">H</div> <div style="border: 1px solid black; width: 20px; height: 20px; text-align: center; line-height: 20px;">H</div> <div style="font-size: 10px;">:</div> <div style="border: 1px solid black; width: 20px; height: 20px; text-align: center; line-height: 20px;">M</div> <div style="border: 1px solid black; width: 20px; height: 20px; text-align: center; line-height: 20px;">M</div> </div>
If delay > 1 hr from arrival at hospital to accessing donor theatre, please state reason <small>(see codes on inside cover)</small>	If other, please specify		
Was your team intending to use warm perfusion in the donor hospital?	<small>No = 1 Yes = 2</small>		
If yes:	In-situ	<small>No = 1 Yes = 2</small>	Ex-situ
			<small>No = 1 Yes = 2</small>
Retrieval team membership - name of lead surgeon in attendance for your team <small>(please provide forename and surname only)</small>			
Please indicate:	Number of assisting surgeons	Scrub nurse	Theatre practitioner
		<small>No = 1 Yes = 2</small>	<small>No = 1 Yes = 2</small>
	Advanced Perfusion Specialist		
	<small>No = 1 Yes = 2</small>		
Name(s) of assisting surgeon(s) for your team <small>(please provide forename and surname only)</small>			
	1.		
	2.		

RETRIEVAL INFORMATION

Section 3

Did your team stand down from this donor before knife to skin?

No = 1
Yes = 2

If Yes, Time that your team stood down

D	D	M	M	Y	Y	Y	Y
---	---	---	---	---	---	---	---

at
(24 hr)

H	H	:	M	M
---	---	---	---	---

Reason your team stood down (see codes on inside cover)

If other, please specify

If No, Time that your team started operating (knife to skin)

D	D	M	M	Y	Y	Y	Y
---	---	---	---	---	---	---	---

at
(24 hr)

H	H	:	M	M
---	---	---	---	---

Time that donor operation ended (skin closure) (if relevant for your team)

D	D	M	M	Y	Y	Y	Y
---	---	---	---	---	---	---	---

at
(24 hr)

H	H	:	M	M
---	---	---	---	---

Time that team left donor theatre

D	D	M	M	Y	Y	Y	Y
---	---	---	---	---	---	---	---

at
(24 hr)

H	H	:	M	M
---	---	---	---	---

Time team arrived back at base

D	D	M	M	Y	Y	Y	Y
---	---	---	---	---	---	---	---

at
(24 hr)

H	H	:	M	M
---	---	---	---	---

If DCD heart retrieved and team members travelled onwards with DCD heart:

Time those team members left donor theatre

D	D	M	M	Y	Y	Y	Y
---	---	---	---	---	---	---	---

at
(24 hr)

H	H	:	M	M
---	---	---	---	---

Time team members arrived back at base

D	D	M	M	Y	Y	Y	Y
---	---	---	---	---	---	---	---

at
(24 hr)

H	H	:	M	M
---	---	---	---	---

ORGAN DETAILS - complete this section only if team did not stand down before knife to skin

Section 4

For all retrieved organs, grade of damage after retrieval must be reported using the codes below:

- 10. No Effect/No Damage. Surgical damage is absent or has no clinical effect.
- 11. Mild Effect. Damage is present but organ can be repaired for transplant.
- 12. Moderate Effect. Damage may contribute, with other significant factors, to a decision not to use the organ.
- 13. Severe Effect. Damage is severe and would be sufficient in isolation to result in decline for transplantation. The organ could have been used if no damage was present.

Organ	Retrieved by your team? *	Damage information	If not retrieved, reason(s) including supplementary text if required (see codes on inside cover)		
	No = 1 Yes = 2**	Grade of damage If code 11, 12 or 13, describe damage	Primary	Secondary	Tertiary

Right Kidney

Left Kidney

Liver

Pancreas

Heart
No = 1
Yes = 2**
Yes, for tissue = 3

Left Lung

Right Lung

* code as 'No' for organs returned to the body and not dispatched from theatre.
** organs removed for transplant or research purposes.

Abdominal teams should not complete information for lungs. Cardiothoracic teams should not complete information for abdominal organs.

ORGAN IMAGING		Section 5								
For each organ, was an electronic image taken by the SNOD or NORS team during the organ retrieval surgery and/or back-table work?	No = 1 Yes = 2	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%; text-align: center;">Right Kidney</td> <td style="width: 25%; text-align: center;">Left Kidney</td> <td style="width: 25%; text-align: center;">Liver</td> <td style="width: 25%; text-align: center;">Pancreas</td> </tr> <tr> <td style="text-align: center;">Heart</td> <td style="text-align: center;">Left Lung</td> <td style="text-align: center;">Right Lung</td> <td></td> </tr> </table>	Right Kidney	Left Kidney	Liver	Pancreas	Heart	Left Lung	Right Lung	
Right Kidney	Left Kidney	Liver	Pancreas							
Heart	Left Lung	Right Lung								
If yes, has the image been sent for onward transmission to recipient team(s)?	No = 1 Yes = 2	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%; text-align: center;">Right Kidney</td> <td style="width: 25%; text-align: center;">Left Kidney</td> <td style="width: 25%; text-align: center;">Liver</td> <td style="width: 25%; text-align: center;">Pancreas</td> </tr> <tr> <td style="text-align: center;">Heart</td> <td style="text-align: center;">Left Lung</td> <td style="text-align: center;">Right Lung</td> <td></td> </tr> </table>	Right Kidney	Left Kidney	Liver	Pancreas	Heart	Left Lung	Right Lung	
Right Kidney	Left Kidney	Liver	Pancreas							
Heart	Left Lung	Right Lung								

COMMENTS (BLOCK CAPITALS ONLY)	Section 6
Please note any comments about delays, difficulties at donor hospital, transport problems etc. For cardiothoracic teams, please note if a scout from the team attended the donor prior to the complete team attending.	

FORM COMPLETER DETAILS	Section 7								
Form completed by									
Contact telephone number	Date <table style="display: inline-table; border-collapse: collapse; margin-left: 10px;"> <tr> <td style="border: 1px solid black; width: 20px; height: 20px; text-align: center;">D</td> <td style="border: 1px solid black; width: 20px; height: 20px; text-align: center;">D</td> <td style="border: 1px solid black; width: 20px; height: 20px; text-align: center;">M</td> <td style="border: 1px solid black; width: 20px; height: 20px; text-align: center;">M</td> <td style="border: 1px solid black; width: 20px; height: 20px; text-align: center;">Y</td> <td style="border: 1px solid black; width: 20px; height: 20px; text-align: center;">Y</td> <td style="border: 1px solid black; width: 20px; height: 20px; text-align: center;">Y</td> <td style="border: 1px solid black; width: 20px; height: 20px; text-align: center;">Y</td> </tr> </table>	D	D	M	M	Y	Y	Y	Y
D	D	M	M	Y	Y	Y	Y		

Please complete and return this form to ODT within 3 days - email odtdatasupportteam@nhsbt.nhs.uk