

Body Donation

for use in anatomical
education and research



Body Donation

Griffith University School of Anatomy accepts human body donations in accordance with the Queensland Transplantation and Anatomy Act 1979 and the Transplantation and Anatomy Regulation 2017, which allows members of the public to unconditionally donate their body for the purpose of anatomical education and research.

This booklet provides information regarding the Griffith University Body Donation Program and explains how to register as a Living Donor. The information is correct at the time of printing but is subject to change without notice. For the most current information please visit griffith.edu.au/griffith-health/school-anatomy

If you require further information or would like to discuss any aspects of the program, please do not hesitate to contact the Anatomy Support Officer. (See contact details at the rear of the booklet).



What is body donation?

The generous act of body donation is central to the provision of practical opportunities to study the human body in a controlled educational environment. By making this personal gift, donors make a vital contribution to training the next generation of doctors, scientists and health professionals. They also make an invaluable contribution to the work of our researchers and scientists who have dedicated their working lives to advancing scientific and medical knowledge, promoting health and finding cures to human illness.

Most bodies are used for teaching purposes and will be the subject of student examination and dissection. Studying real human bodies is an invaluable approach to learning anatomy for most health care workers, including doctors, dentists, therapists, pharmacists or exercise scientists. Some bodies are used specifically for surgical and medical research and training. They help to advance surgical techniques and scientific knowledge both nationally and internationally, thereby improving healthcare and alleviating suffering.

Please note that not everyone is a suitable body donor at the time of their death. Potential donors are encouraged to contact the Anatomy Support Officer if they have questions not answered by this booklet.

Groups that most commonly use the Griffith University anatomy facility include:

- Schools within the Griffith University Health Faculty
- Other South East Queensland university students
- TAFE students (studying an allied health course)
- Local senior high school students
- Professional groups running on-going development courses (e.g. doctors, dentists)



How do I register my intent to donate my body?

Potential donors are requested to write to the School of Anatomy indicating they wish to donate their body to the Griffith University Body Donation Program. Alternatively, potential donors can apply for a consent form via our online form:

griffith.edu.au/griffith-health/school-anatomy/contact-and-donate

The School of Anatomy will then send a consent form which potential donors must complete, sign and return in the reply paid envelope.

Once your completed and signed consent form is received and processed, you will be listed as a potential donor on the confidential 'Register of Living Donors'. You will be sent letter confirming your registration with the Body Donation Program and a card to keep in your wallet/purse. As the time of death may occur many years after the consent form is submitted, acceptance of a body into the program can only be confirmed after death.

The consent form must be signed in the presence of two witnesses over the age of 18 years who are independent of the University. Unfortunately, your Power of Attorney, the executor of your Will, or significant other cannot complete and sign the consent form on your behalf.

You do not need to include the donation in your Will, as it may not be read in time for your donation to proceed. However, should you wish to include it, a statement similar to this would be suitable. *"I have expressed the wish for and consented to the anatomical examination of my body at Griffith University and for the removal of tissue from my body to be used for medical and or scientific research purposes. I confirm that my wish and that consent has not been revoked by me."*

We provide a carbon (4 layered) consent form, the layers of which can be distributed easily. Please ensure the original (top copy) is forwarded to the University. (Refer to middle page of this brochure for help with correct completion requirements).

Your consent form will not be accepted if it is incorrectly completed. It will be returned to you for correction or additional information.

Are all body donations the same?

No. Potential donors may elect either a '**Time Limited**' or an '**Indefinite**' period.

A **Time Limited** donation is for a period of up to 3 years, after which time, the ashes may be collected by the senior available next of kin, executor or delegated other person. With a Time Limited donation the donor's remains are entirely cremated.

Indefinite donations we be retained indefinitely. There will be no specific time of cremation. The donor's ashes will not be available for collection but will be scattered at the Griffith University Memorial Garden. Some parts of the body may be prepared for long term preservation as museum or teaching specimens. For indefinite donations, it is recommended donor's families consider acceptance of the body as the time of parting with their loved one.

Will the University definitely accept my body?

No. Completing the consent form and registering as a Living Donor with the Body Donation Program does not guarantee acceptance into the program at the time of death. Griffith University reserves the right to decline the acceptance of a donor for any reason at the time of death. It is important that donors discuss the possibility of non-acceptance with their nominated next of kin, executor or delegated other person as it can be very distressing if they are not aware that a donation may not proceed. Griffith University recommends that donors have alternative funeral arrangements in place.

If the University is unable to accept your body at the time of death, your senior next of kin, executor or delegated other person will be advised so that they may co-ordinate your alternative funeral arrangements. On such occasions, Griffith University will not accept any financial obligation for funeral arrangements or associated costs. **For this reason it is strongly suggested that you and your family agree on the alternative funeral arrangements before your death in the event that the university cannot accept your body.**

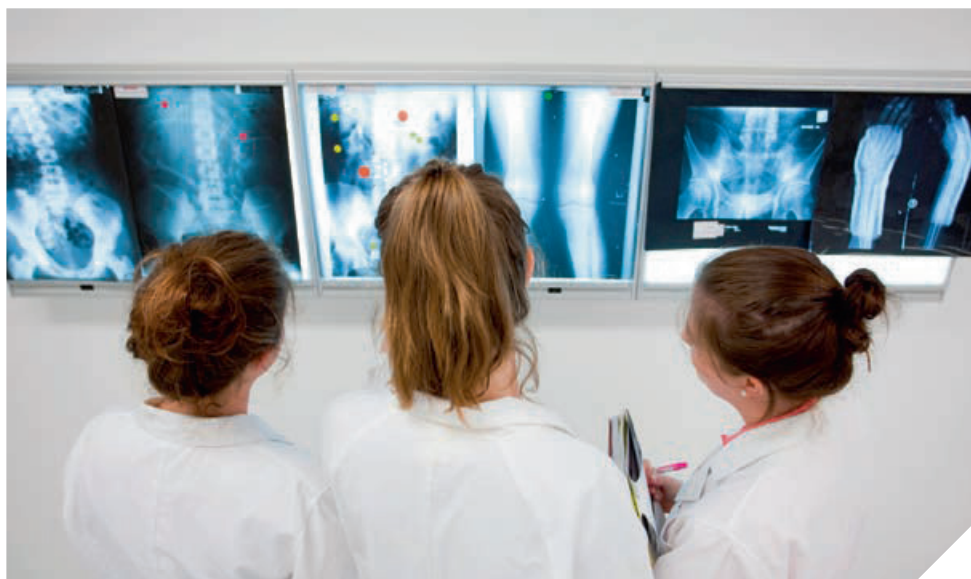
What are the circumstances that will prevent the University from accepting my body donation?

Anyone over the age of 18 and residing within our catchment area (see map on the next page) can register to be a living donor. However, the following circumstances **will** prevent acceptance at the time of death:

- School of Anatomy is closed. Reasons may include public holidays, University holidays and operational closures
- School of Anatomy has reached its donor requirements for the current teaching period
- Donors nominated next-of-kin, executor or delegated other person does not wish to proceed with the donation or is uncontactable
- Donor did not die within the acceptance area
- Donor cannot be transported to the School of Anatomy within 2–3 days after death even though they may have died within the acceptance area
- Donor is under 40kg or over 80kg in weight
- Donor has donated organs at time of death or death is notified to the coroner (with or without notice of an autopsy)
- Donor has Creutzfeldt Jacob Disease, acute dementia, an antibiotic resistant infection or other transmissible disease (including but not limited to HIV, hepatitis, measles, tuberculosis)
- Donor is septic, has severe oedema, cellulitis or a perforated or blocked bowel
- Donor has severe muscle atrophy, severe muscle contraction or is emaciated (even though they weigh between 40–80kg)
- Donor has unhealed surgical wounds, other open wounds or large pressure sores, or has had limb amputations
- Donor has had both hips and/or both knees replaced
- Donor has any condition that prevents successful scientific embalming (e.g. peripheral vascular disease, extreme blood clotting disorders, aortic aneurysm)

Griffith University School of Anatomy body donation acceptance area





What are the costs involved with the program?

The University covers all of its operational costs if your body is accepted at the time of your death. There will be no costs passed on to your estate for transferring your body to the University, registering your death or disposal by way of cremation.

The University will not accept the cost of private memorial services arranged by your next of kin, executor or delegated other person. Similarly, the University does not accept costs for private death notices in newspapers and the costs of private memorialisation (e.g. plaques in cemetery or crematorium gardens etc).

Can I withdraw from the program?

Yes. Included in the letter sent to you by the School of Anatomy confirming your registration as a Living Donor is a form for you to complete should you wish to withdraw your consent at any time. You may also withdraw your participation in the program at any time by notifying the School in writing.

Will my donation details be kept confidential?

Yes. The University undertakes to maintain donor confidentiality throughout the body donation process. Personal details acquired are used only for the assessment of donor acceptability, and for the purpose of fulfilling legislative responsibilities such as providing information to the Registrar of Births Death and Marriages.

A person whose private information is held by the University can at any time review their information and ask the University to change it.

Sample consent form - please follow this step-by-step guide when completing your carbon copy consent form. Incorrectly completed forms will not be accepted.

STEP 1

Complete your personal details in the spaces provided. **Place initials in all boxes. Do not use X or ✓.**



Body Donation Program
School of Anatomy
Gold Coast campus
Griffith University Qld 4222
Australia
Ph: (07) 5678 7700
Fax: (07) 5678 9166

CONSENT FORM

Title: Surname: Given Names:
Street Address: Suburb: Postcode:
Home Ph: Mobile: Date of Birth: Male ☐ Female ☐
I have read the conditions of donation, as detailed in the Body Donation Program Information Booklet and hereby donate my body to the Griffith University, School of Anatomy, under the provision of the Queensland Transplantation and Anatomy Act 1979 and the Transplantation and Anatomy Regulation 2017, to be used in whatever way shall be deemed most beneficial for the purpose of anatomical education and research. I understand some circumstances may prevent acceptance of my body by the University. I authorise the School of Anatomy to consult with my medical practitioner, access my medical records to obtain information necessary to ascertain my suitability for donation at the time of death, and provide this information to my next of kin, if requested, should my body be deemed unsuitable for donation.

STEP 2

Choose your donation type. **Indefinite OR Time Limited, but not both.**

<input type="checkbox"/> Initial <input type="checkbox"/> Indefinite donation	<input type="checkbox"/> Initial <input type="checkbox"/> Time limited donation
A body donated in this way will be retained for an indefinite period of time. There will be no specific time of cremation. The donor's ashes will not be available for collection but will be scattered at the Griffith University Memorial Garden. Some parts of the body may be prepared for long term preservation as museum or teaching specimens. For indefinite donations, it is recommended donors' families consider acceptance of the body by the Griffith University Body Donation Program, as the time of parting with their loved one.	The University will utilise a body donated in this way for between 3 weeks and 3 years from receipt of the body. The remains will be cremated after that time. Please initial your choice for distribution of your ashes from the following: <input type="checkbox"/> My ashes are to be scattered at the Griffith University Memorial Garden. OR <input type="checkbox"/> My next of kin or delegated alternative is to be contacted when my ashes are ready for collection.

STEP 3

If you choose **Time Limited**, please now select the option you prefer for distribution of your ashes. **Initial University garden OR Next of Kin.**

STEP 5

Provide name and contact details of your next of kin, executor or delegated other person who will help you at your time of need. If you have more than one, please attach an additional page of information to be recorded on your file.

Initial any, all, or none of the following, according to your wishes: (Your choices will not affect your ability to donate.)

I consent to the use of my body for ethically approved research. ☐ Initial ☐ ☐ ☐

I consent to the loan of my body to other Universities within Australia. ☐ Initial ☐ ☐ ☐

I consent to the loan of my body to Universities outside Australia. ☐ Initial ☐ ☐ ☐

I consent to my name being recorded into the Book of Remembrance. ☐ Initial ☐ ☐ ☐

Name to be recorded in the Book of Remembrance (if different to above).....

Name, address and relationship of your senior-most next of kin, Executor or delegated alternate person:

Surname:..... Given Names:..... Relationship:.....
Address:..... Phone:.....

Donor's Signature:..... **Date:**.....

Name of Witness 1:..... Name of Witness 2:.....
Signature:..... Date:..... Signature:..... Date:.....
Address:..... Address:.....
Phone:..... Phone:.....

Note: By signing this form, witnesses declare that they are over the age of 18 years, are independent of the University, and that this Consent Form was signed and dated by the donor in their presence. It is essential that your next of kin and/or Executors of your Last Will and Testament be fully informed of your intentions to donate so as to fulfill your wishes.

For further information please contact the School of Anatomy on (07) 5678 7700 before signing this form.

Please forward this copy to the Griffith University School of Anatomy



PLEASE NOTE:

Please press firmly when writing. Do not separate pages until completed.
Please forward only the original (white copy) to the School of Anatomy.

STEP 4

Initial in the boxes for the consent that you are giving.

STEP 6

Sign the consent form in the presence of **2 witnesses.** Have your witnesses complete their details in the spaces provided. **All 3 dates must match.**

What do I do if my contact details change?

You will need to notify the School of Anatomy, in writing or by personal email, of any changes of address, phone number, next of kin or executor. The school will then confirm these changes by reply letter.

What does my family do at the time of my death?

At the time of your death, your senior next of kin, executor or delegated other person must promptly notify the School of Anatomy. The School of Anatomy has a 24 hour message service. Somerville Funerals should also be contacted if your death occurs outside of business hours, on the weekend, or over a holiday period.

School of Anatomy +61 7 5678 7700

Somerville Funerals +61 7 5531 1722

Your nominated next of kin, executor or delegated other person will be asked to give consent to the donation. Please note that if your next of kin objects to the donation, the School of Anatomy will cancel the donation. For this reason we recommend making your wishes clearly known.

The School of Anatomy staff will then consult with your attending medical staff to determine the suitability of your remains for teaching and research purposes. This is known as screening.

If my body is accepted what happens next?

When a donor body arrives at the School of Anatomy, an embalming process will promptly be carried out which will preserve the tissues in a sterile condition. The body will then be placed in cold storage until required, at which time it will be used for the teaching of anatomy to students and health professionals, for anatomical research activities and may be loaned to other universities as stipulated by your specific instructions on your signed consent form.

In time, when educational and research activities have been completed the University will arrange for, and meet the expenses of cremation through a reputable funeral director and crematorium. Your ashes will then be available for collection by your next of kin, or scattered in the University's memorial garden. In some instances where a donor has agreed to an Indefinite Donation, the University may choose to retain a tissue sample or selected body part or parts indefinitely for teaching purposes. (Refer to 'Are all body donations the same?')

Can I visit the anatomy facility?

Out of respect for our donors and issues of security in general, members of the public do not have access to the anatomy facility, however visits may be approved on a case by case basis subject to approval from the Head of School.

Can my family arrange a private funeral or memorial service?

It is important that the University receives your body within 2–3 days of your death. Private funeral or memorial services can be held, however the expense must be covered by your estate or next of kin etc. Your family can elect to hold a private ceremony before your body is transferred to the School of Anatomy, or alternatively arrange for a private memorial service without your body. The School of Anatomy must be made aware of your families intentions to hold a private funeral service prior to your body being transferred to the University.

The School of Anatomy holds an annual Thanksgiving Service to express gratitude to those who have donated their bodies to the University.

What is the Griffith University Thanksgiving Service?

A Thanksgiving Service is held annually to express gratitude to those who have donated their bodies to the University and make a vital contribution to the training of the next generation of scientists and professionals in medicine and allied health. Family and friends of donors, university staff and community representatives will be notified of the service and invited to attend. The services run a year behind the calendar date of death. For example, donors who pass away between January and December of any calendar year will be remembered in the Thanksgiving Service in the following year. The date for the Thanksgiving Service is updated annually on our web page.



What happens if I die outside of the acceptance area?

If you live outside of the acceptance area you are not able to register as a Living Donor. If you live within the acceptance area but then die outside of it, your body donation will not proceed.

Images of a Donated Body

The Discipline of Anatomy can make anatomical specimens available for digital image capture. The electronic images will be for explicit purpose of anatomical education or research by Griffith University staff and students. Donors will not be identifiable in any image. Use of electronic images is governed under University Local Protocol.

Will the people using my body know who I am?

No. The University maintains donor confidentiality throughout the body donation process. Personal details are used only for the assessment of donor suitability, record keeping or research. Only a Griffith University specimen-unique number identifies donated bodies.

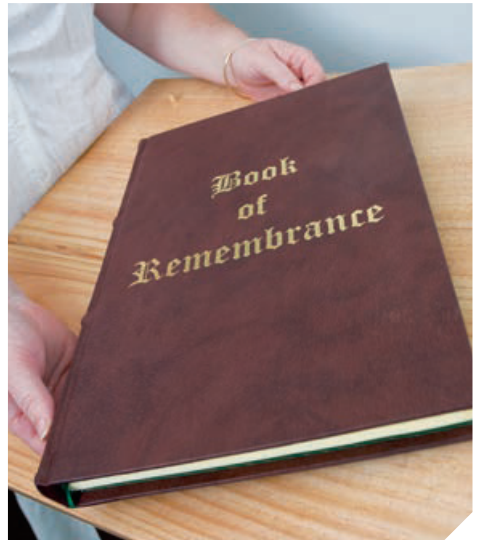
Will my name be recorded in the Book of Remembrance?

A Book of Remembrance is kept to record the names of donors who are accepted into the program and is on display in the foyer of the anatomy facilities.

**School of Anatomy
Ian O'Connor building
Level 10 — Foyer
Gold Coast campus
Queensland 4211 Australia**

It is also available for family and friends to view at each Thanksgiving Service.

You can choose to have your name recorded or omitted from the Book of Remembrance, by indicating your wish on your consent form.



What will happen with my cremated remains?

Depending on the type of donation you have chosen, your ashes will either be:

- Made available for your nominated senior next of kin, executor or delegated other person to collect
- Scattered at the University memorial garden



Where is the Griffith University Memorial Garden?

The Griffith University Memorial Garden has been established within the grounds of the Southport Lawn Cemetery, Melia Court, Southport. A large purpose designed and sculptured monument has been erected and family and friends of donors are warmly invited to visit the sculpture, place flowers at the sculpture, or just take time to sit and reflect.

Unfortunately, we cannot allow plaques for individual donors to be placed on or immediately around the base of the sculpture. However, if you or your family wish to organise a memorial plaque to be placed within the grounds of the cemetery near to the sculpture, you can contact the City of Gold Coast's Cemeteries Administration staff on:

Phone +61 7 5581 6640

Fax +61 7 5581 6005

Email cemeteries@goldcoast.qld.gov.au

The City of Gold Coast have an area reserved near to the sculpture, for donor memorialisation.

Can I make a financial donation to the Body Donation Program?

Yes. You can make a financial donation via the telephone, mail or online. Alternatively, you can leave an endowment or bequest in your Will. Your financial support will contribute to ensuring that the School of Anatomy at Griffith University will continue to make that all important difference in the education of our students and researchers.

Please be assured that all donations are eligible for tax deductions.

The Development and Alumni Office at Griffith University is responsible for handling all financial donations. You can contact them for further information on:

Phone +61 7 5552 7218

Web griffith.edu.au/development-alumni/giving/ways-to-give

Contact details

Further information on the donation of bodies for teaching and research can be obtained by contacting the Griffith University School of Anatomy.

All written correspondence should be addressed to:

Body Donation Program
School of Anatomy
Ian O'Connor building
Gold Coast campus
Queensland 4211 Australia

Phone +61 7 5678 7700
Fax + 61 7 5678 9166
Email sch-anatomy@griffith.edu.au
Web griffith.edu.au/griffith-health/school-anatomy



Request a consent form

To receive a consent form, please complete the details on the reverse side of this page, place in the reply paid envelope provided, and return to:

**Body Donation Program
School of Anatomy
Ian O'Connor building
Gold Coast campus
Queensland 4211 Australia**

Alternatively, you can complete an online request form by visiting
griffith.edu.au/griffith-health/school-anatomy/contact-and-donate

Request a consent form

Title _____ Surname _____

Given names _____

Residential address _____

Postal address _____
(if different from above)

Home phone _____ Mobile _____

Email address _____

Dear Professor Forwood

I have read the information recently sent to me concerning the Body Donation Program at Griffith University. As I remain interested in donating my body to the program could you now please send me the relevant consent form.

Signature _____

Date _____