



State of Louisiana

Department of Health and Hospitals
Office of Public Health

To Whom It May Concern:

The Bureau of Family Health (BFH) is committed to strengthening and developing our Mortality Surveillance Program which will require significant cooperation from coroners statewide. Our relationships with coroners vary greatly from one parish to another making it difficult to collect complete and timely data. We recognize that our message has not always been clear in the past and the confusion surrounding what we are asking has made it difficult for some coroners to comply. In an effort to create a strong working relationship with all Louisiana coroners we would like to make things as straight forward as possible for our collaborators.

As part of the Louisiana Child Death Review (CDR) (R.S. 40:2019) and the Center for Disease Control and Prevention (CDC) Sudden Unexpected Infant Death Case Registry Program (*SUID CR), the Office of Public Health (OPH) BFH requests the following from you, as the coroner of Orleans Parish. For all SUID cases:

1. The coroner shall notify the BFH within 5 to 7 business days of all suspected SUID cases by calling Denver Bailey at 504-568-3347 (please do not leave confidential information on voicemail) or faxing a notification, autopsy or death scene investigation to 504-568-3503.
2. ALL SUID cases shall be autopsied by a physician skilled in forensic pathology following standardized autopsy procedure including external, internal, microscopic, toxicology and summary report. Approved autopsies that meet these requirements and received by the BFH within 75 days of the death will be **reimbursed \$500**.
3. A death scene investigation shall be done as soon after the infant death as possible (ideally within 24 hours) using the SUID Investigation Reporting Form (IRF) (additional investigation scene forms are not required for reimbursement) and including photographs of doll reenactments. Approved SUID IFRs that meet these requirements and are received by the BFH within 30 days of the death will be **reimbursed \$100**.

Documents may be submitted in any of the following ways:

- Fax: 504-568-3503
- Mail: Bureau of Family Health at 1450 Poydras Street Suite 2032, New Orleans, LA 70112
- Secure file transfer protocol site: call Denver Bailey 504-568-3504 for more information

Note: All autopsies and death scene investigation reports should be sent to BFH with a completed reimbursement form. A W-9 form must be completed for the Vendor in order for payment to be made. Please return it with your invoice; unless you have previously submitted the W-9.

***Sudden Unexpected Infant Deaths (SUID)** are defined as deaths in infants less than 1 year of age that occur suddenly and unexpectedly, and whose cause of death are not immediately obvious prior to investigation. Including but not limited to:

- Asphyxia, suffocation and strangulation (including wedging and overlay)
- Sudden Infant Death Syndrome (SIDS)
- Unknown and unexplained causes

A copy of the SUIDIRF and the reimbursement forms can be found with additional information and trainings at the BFH website coroner's page <http://new.dhh.louisiana.gov/index.cfm/page/1505>. It is the goal of our program to train investigators and coroners in every parish as well as provide support during this learning process.

In addition to our strong focus on SUID cases, the BFH will continue to investigate all unexpected child deaths under the age of 15 and pregnancy-associated deaths, for which the Maternal and Child Health Regional Coordinator for your parish will request autopsies. Please contact me if you would like more information about the role of the Maternal and Child Health Regional Coordinator or to find out how to reach her. Thank you so much for your partnership. We could not complete this project without your help.

Sincerely,

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