FLOW CHART : MANAGEMENT OF POST-MORTEM REPORT

Responsibility

Applicant

↓

Receive an application

↓

Register an application

↓

Check an application

Issue the *Surat Akuan Penerimaan Permohonan* to applicant request for complete information

Incomplete

Complete

↓

Need payment?

Unit hasil

Yes

No

↓

Update registration

↓

Issue the *Surat Akuan Penerimaan Permohonan* to the applicant

Administrative Assistant/ Medical Record Assistant/Officer

4 days

2 days

↓

Refer to Forensic Medicine Department

Administrative Assistant / Pembantu Perawatan Kesihatan

↓

Histopathology result?

Yes

Waiting results from Chemistry Department

No

↓

Preparation of post-mortem report by Specialist / Medical Officer

46 days

Specialist / Medical Officer

↓

Sent to Medical Record Department

1 day

Forensic Department

↓

Receive the complete report

↓

Inform the applicant by send the *Notis Pemberitahuan Laporan Siap*

3 days

↓

Issue the report to applicant and make a copy for a reference

Administrative Assistant

Reference : Surat Pekeliling Ketua Pengarah Kesihatan Bil 16/2010
Garispanduan Penyediaan Laporan Perubatan Di Hospital-hospital
& Institusi Perubatan, KKM