
**NEVADA COUNTY
SHERIFF'S OFFICE**



CORONER'S DIRECTIVE

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Effective Date 10/28/2019

SUBJECT

MEDICAL RECORDS

POLICY

To outline for the deputy coroner the information required and the need to obtain the decedent's medical records in conjunction with coroner cases

PURPOSE

To set a standard procedure for the handling of medical records by sheriff's personnel on coroner cases

CODE REFERENCE

CASE LAW

DEFINITIONS

PROCEDURE

A. Hospital Deaths

1. Obtain any records which pertain to this visit. If the decedent was hospitalized for an extended period of time, select records that will give an overall picture of the progression of the stay. Of utmost importance are the "Admitting Diagnosis," any lab results which are significant, and the "Discharge Summary," if available.
2. Obtain any samples of blood and/or urine taken from the decedent on admission. NOTE: You may have to contact the hospital lab for these samples. Again, your authority to take these items fall under the auspices of GC §27498.
3. Bring the samples obtained into the Sheriff's Coroner Division. They will arrange for the samples to be taken to Placer County for pickup via courier service.

B. Residential Deaths

1. Contact the primary care physician. If the decedent has been seeing specialists, talk with them also. Obtain whatever information is available over the telephone.
2. Obtain copies of medical records. If not immediately available, have them faxed to you or the coroner.

NEVADA COUNTY
SHERIFF'S OFFICE



SHANNAN MOON
SHERIFF/CORONER
PUBLIC ADMINISTRATOR

URGENT: PENDING INVESTIGATION.

PLEASE RUSH

Deceased: _____

Date of Death: _____

In lieu of a subpoena for inquest as authorized by Section 27498 of the California Government Code, Section 56.10 of the California Civil Code, and/or Title 28 of the Code of Federal Regulations Section 16.21; the Nevada County Coroner's Office requests that you grant access to any books, medical and/or dental records, documents, or other items under your control concerning the decedent's physical and/or mental condition which are necessary as a further aid in determining the circumstances, manner and cause of death.

It would be appreciated if you send any and all relevant information to the Nevada County Coroner's Office either electronically to: coroner@co.nevada.ca.us or FAX (866) 272-3091. If you are unable to do so, please let me know as soon as possible. **Please do not mail the records, as this investigation is time sensitive.** Due to the urgent nature of this investigation, prompt response is greatly appreciated.

Thank you for your cooperation. If you have any questions please call me at (530) 265-1321 or email me at the above address.

SHANNAN MOON
SHERIFF-CORONER

**PLEASE INCLUDE LAST TWO YEARS' WORTH OF RECORDS
AND ANY DENTAL RECORDS YOU MAY POSSESS**

Deputy Coroner