Maine Medical Center
Maine Transplant Program
Policies and Procedures
Organ Offer Policy

Purpose

To outline the steps required to evaluate organs for transplantation offered to the Maine Transplant Program.

Policy

It is the policy of the Maine Transplant Program to ensure that any organ accepted by the program is safe and suitable for transplantation.

Procedures

1. The transplant coordinator on call receives initial electronic notification from UNOS that the program is being offered an organ for transplantation.

2. The transplant coordinator reviews all organ offer information and may decline the offer based on protocol parameters described UNET or provisionally accept and discuss the offer with the transplant physician/surgeon on call.

3. Using the Procedure to Accepting Organ Offers for Clinical Coordinators, the coordinator assesses the organ offer and determines the recipient.

4. If the offer is accepted, the coordinator follows the steps outlined in the Procedure for Accepting Organ Offers to:
   a. Confirm acceptance of the offer.
   b. Arrange for transportation of the organ and cross matching specimens, first to the MMC Tissue Typing Laboratory, and then to the Maine Medical Center OR.
   c. Call in the patient
   d. Notify appropriate personnel/departments of impending transplant
   e. Notify appropriate personnel of final crossmatch results.
   f. Complete post-transplant data entry and paperwork as outlined, including entries in UNET, and Teleresults.
   g. Notify the Office Coordinator so that charges for the transplant can be generated.

References
Maine Transplant Program Organ Offer Checklist

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