

Bereavement and Medical Examiner Office

Information for families and friends whose loved one has died

Here is some help and advice after your loved one has died

Following a death there are things for the family (next of kin) to do:

- contact the Bereavement and Medical Examiner Office,
- register the death, and
- arrange the funeral.

This can be a difficult and confusing time. We will try to help you.

Please contact the Bereavement and Medical Examiner Office on

Telephone: 01225 824 015 or 824 315.

Office hours for telephone contact: Monday to Friday 10.00am – 4.00pm (not open Bank Holidays)

Email: ruh-tr.Bereavementoffice@nhs.net

If there is an answerphone leave your name and telephone number so that we can call you back.

Contact the Bereavement and Medical Examiner Office

They will help and support you and explain what will happen next.

- They will arrange for a doctor to fill in the paperwork that is needed to register the death.
- They will arrange for a Medical Examiner to call you.
- They will arrange for you to collect any clothes or property left at the hospital.

Some deaths are reported by the hospital doctors to the Coroner (*The Coroner officers investigate deaths reported to them.*)

Deaths that are reported to the Coroner includes:

- All sudden deaths
- Deaths where the medical cause is not known
- Deaths where the cause is unnatural for example as the result of an accident

- Deaths from poisoning
- Deaths during an operation or shortly afterwards
- Deaths caused by an industrial disease for example asbestosis
- Deaths when the patient is admitted unconscious and if diagnosis cannot be confirmed
- Deaths which occur as a result of a fall or injury causing fractures in the elderly
- Deaths from alcohol or drug related illness.

Medical Examiners

Medical Examiners are doctors who will:

- give you time to talk about any worries you may have about causes of death
- make sure referrals to coroners are right
- examine causes of deaths, and help improve care.

Visit your loved one

Where possible we hope that you can visit the person who has died on the ward or you can contact your Funeral Director to visit them and pay your last respects.

Collect clothes and property

When someone dies, the ward staff will ask you to take home the property that your relative/friend had with them.

If this is not possible, the Bereavement and Medical Examiner Office will arrange with you to collect from them.

Register the death

You will need to arrange an appointment with the Registrar for Births, Deaths and Marriages.

The Bereavement and Medical Examiner Office will tell you how this will happen.

The Registrar will ask you the following questions:

- The date and place of death
- The full name and surname/family name
- The Maiden surname/family name (if applicable)
- Date of birth of the person who has died
- The town and county of birth
- Address (including postcode) of the person who has died

- The last full time occupation of the person who has died
- Pensions or allowances from public funds
- (and if applicable, the name and occupation of the deceased's spouse or civil partner)
- If the person who has died was married or in a civil partnership, the date of birth of the surviving spouse or civil partner

The Registrar will provide you with the following documents:

- White form (BD8) which you may need to claim or stop any benefit payment
- Green form (9) which is the undertaker's authority to proceed with the funeral arrangements
- Death Certificate – there will be a fee for all certificates. It is recommended that sufficient copies are obtained for Probate, insurance policies, savings accounts and investments.
- Further copies can be purchased at a later date.

Arrange the funeral

Contact a funeral director as soon as possible.

A list of Funeral Directors is available from the national **Bereavement Advice Centre** on Tel: 0800 634 9494.

If you need help paying for the funeral speak to the Funeral Director you contact.

Help for you

CRUSE Bereavement Care

Tel: 0808 808 1677

Hope Again

Tel: 0808 808 1677

Hope Again website: www.hopeagain.org.uk

The Good Grief Trust

Provides information on bereavement support and bereavement services across the country: website www.thegoodgrieftrust.org

Find the Bereavement Office

If using What3words: "Flags. Minds. Dogs."

The Bereavement and Medical Examiner Office is in zone E12, entrance 2.

Please do not come to the office without making an appointment.

