



HOW TO REGISTER A DEATH WITH THE REGISTRAR

This leaflet will explain:

- The system for registering a death with the Registrar
- Why we have this system
- How it will help you

The System:

We understand that for most people the first time they need this information is when they have recently lost a loved one. We hope that this information sheet will explain the process that we must all follow. We appreciate that this is a difficult and stressful time and if you need any further help or advice at all please let us know.

When a patient dies please let us know as soon as you can, as the practice must follow a legal process in order that we may issue a Medical Certificate Cause of Death as soon as possible. Please make sure that you pass on the details of the funeral home where the deceased is resting.

In the majority of cases the GP can sign the Medical Certificate Cause of Death. However there are certain situations where this is not possible; for example, if the Coroner needs to carry out a post mortem in order to establish the medical cause of death. We can advise you on this process should this be required. If the GP has not seen the patient in the past in the last two weeks of their life, you may experience a short delay in obtaining the certificate if that particular GP is out of the surgery at the time you notify us of the death. The GP will need some time to examine the patient's medical record. If you intend to hold a cremation an additional GP from another practice is legally required to view the body and complete "Part 2" of the cremation certificate. We will try to make the process as swift as possible.

Please do not make arrangements for the cremation until there is clarification by the undertaker that this has been completed.

If the patient dies in hospital the Medical Certificate Cause of Death is usually completed by the hospital and not the surgery: However we would be most grateful if you could notify us as well. In some cases the coroner will need to carry out a Post Mortem in order to establish the medical cause of death, we can advise you on this process should this be required.

Death certificates are sent electronically from the surgery directly to the Register Office. Once this has been done you are then able to call the registrar to book an appointment. We ask that you do not book this appointment until we have advised you when the

Medical Certificate is ready for collection. The telephone number for County Hall Register Office in Aylesbury is 01296 382581.

Once you have registered the death with the Registrar, you will be given copies of the death certificate. (Details of the cost of this can found on the website below) You will then be able to arrange the funeral. There is further guidance about registering deaths on the Buckinghamshire County Council website:

www.buckscc.gov.uk/sites/bcc/Registrars/Births_marriages_and_deaths.page

Why we have the system:

Our GPs must follow a legal process when completing the Medical Certificate Cause of Death. In most situations this information is a key requirement in registering a person's death.

How it will help you

We hope that we can try and alleviate some of the stress that occurs at such a difficult time, if you require further information and support in this process please let us know.

Useful Contact Information

Internet www.westongrove.com

Bedgrove Surgery Reception: 01296 330330