

When a loved one passes away in the community at weekends

Requiring urgent release

If you have been given this leaflet, you have experienced the death of someone close to you. We are very sorry for your loss, and we know that this can be a very difficult and distressing time.

We hope this leaflet will help you to understand what you can expect from the Mid Notts Medical Examiners Service.

Following the death of a patient, the death will be verified and documented on the electronic patient record.

The GP will make a referral to Medical Examiner Service using an electronic referral form. Please ask your GP to explain the process to you if required.

When completing the referral, the GP should let the Medical Examiner know it is urgent.

Once the referral has been submitted, the GP should telephone the on call Medical Examiner via the Mid Notts Teaching Trust switchboard to let them know it is an urgent release. The GP will then explain the process to the bereaved and inform them they will get a call from the Medical Examiner.

The Medical Examiner Team will inform the registrar that a request for urgent release is pending.

The Medical Examiner and GP must agree the cause of death before the death certificate can be written.

Once the cause of death has been agreed the GP will complete the death certificate and send to the Medical Examiner Office, where it will be verified and forwarded to the appropriate registrar. The registrar will contact the next of kin or nominated funeral director to let them know that the green form can be issued.

The SFH and Mid Notts Medical Examiner Service

Further Information:

You can contact the Medical Examiner office here:

Telephone- 01623 422702 (Direct Line)

Address- Medical Examiner Office, Bereavement Centre, King Mill Hospital, Mansfield Rd, Sutton-in-Ashfield NG17 4JL

Phone: 01623 622515 (Switchboard) Ext--3157

Email- "MEO (SHERWOOD FOREST HOSPITALS NHS FOUNDATION TRUST)" <sfh-tr.meo@nhs.net>

Opening hours: 9.30am - 5.30pm (Monday to Friday)

Other ways to access the Medical Examiner...

You can contact the Medical Examiner Service through the Bereavement Office.

Bereavement Centre –Tel—01623 622515 Ext—4189, 4190

Useful Links:

<https://www.rcpath.org/profession/medical-examiners.html>

<https://www.england.nhs.uk/patient-safety/patient-safety-insight/national-medical-examiner-system/>