



Liverpool University Hospitals
NHS Foundation Trust

Medical Examiner Service

Information for the bereaved



The Medical Examiner team would like to offer our sincere condolences during this sad time. This booklet will provide you with information about the Medical Examiner service and the death certification process.

The MCCD

The Medical Certificate of cause of death (MCCD) is a legal document where the cause of death is recorded. This allows the next of kin to register the death.

The Medical Examiner Service

The purpose of the Medical Examiner service is to provide greater safeguards for the public by improving the quality and accuracy of the MCCD. The Medical Examiner (ME) is a senior independent doctor who has received specialist training in scrutinising the notes of a patient to establish the proposed cause(s) of death and identify cases that need to be referred to the coroner.

The Medical Examiner will discuss their scrutiny findings with the attending doctor/GP and together they will agree the cause(s) of death or make a coroner referral.

A key role of the Medical Examiner is to make it easier for the next of kin to understand the Medical Certificate which explains the cause of death.

The Medical Examiner Officer (MEO) works alongside the Medical Examiners and will discuss the cause of death with the next of kin. They are a source of advice if concerns are raised, and where necessary, explain the cause of death. This will be completed by telephone.

The Medical Examiner and attending doctor may decide a case needs to be referred to the coroner, in which case the doctor will refer this will via an online portal system, the GP will inform the next of kin. The death cannot be registered until the registry office has received authority from the coroner to do so. A coroner's officer will contact the next of kin to advise them regarding the procedures.

Death referred to Coroner

When the coroner starts an investigation into a death, the coroner (not the medical examiner) investigates the death independently, though the medical examiner may still provide medical advice to the coroner.

You can read more about this here:

[gov.uk/government/publications/notification-of-deaths-regulations2019-guidance](https://www.gov.uk/government/publications/notification-of-deaths-regulations2019-guidance)

You can get this guidance in other formats by emailing the Ministry of Justice at vcoroners@justice.gov.uk

Why am I being asked if I have any concerns?

A discussion with a member of the medical examiner team provides you with an opportunity to have an open and honest conversation with someone who was not involved in providing care to the person who died, including anything about the care that may be worrying or of concern to you. It could be as simple as helping you to understand more about the treatment and causes of death or to understand the medical language used, or there may be something about the care which did not feel right or ideal. This is an opportunity to ask questions and raise concerns.

Medical examiners and their staff will discuss your thoughts, questions and concerns, and if they find issues with care that need further investigation, they will arrange for this to happen. As well as answering your questions, this can help the NHS provide better care for other patients and carers in future.

How do I register a death?

After the Medical examiner has completed the review and the medical examiner officer has spoken with the next of kin. The M CCD will be emailed to Liverpool or Sefton registry office, therefore, next of kin does not need to attend the GP to collect the paperwork. The next of kin will be signposted to the relevant registry office.

Deaths need to be registered in person by a qualified informant and you will need to book an appointment.

Who can register the death?

- A relative of the person who died
- A person who was present at the death
- The person responsible for arranging the funeral

The Registrar will ask you for:

- The date and place of death.
- The full name and surname of the deceased person (and the maiden surname if the deceased was a married woman/civil partner).
- The date and place of birth.
- The occupation of the deceased and, if the deceased person was a married woman, the full name and occupation of her husband.
- Their usual address.
- Their last occupation.
- If the deceased was married, widowed or registered a formal civil partnership, the full name and occupation of their spouse or civil partner.
- The date of birth of a surviving spouse or civil partner.
- Details of any public sector pension e.g. civil service, teacher or armed forces

The Registrar will give you:

- A certification of registration of death (form D8): if the person received any benefits and if relevant, fill in the certification on the back of the form and send it to the Department for Work and Pensions
- A green form will be sent electronically to the funeral directors, this is needed so the funeral can take place.
- The Death Certificate (MCCD). You may need one or more death certificates for the will, pension claims, insurance policies etc. These cost £12.50 each.

Liverpool Registry Office details:



Visitors Centre Entrance
Lower Level
St. George's Hall,
St. George's Pl,
Liverpool L1 1JJ

Contact: 0151 233 3004

E-mail: registrar@liverpool.gov.uk

To make an appointment please visit, www.liverpool.gov.uk and navigate to the section on births, marriages, deaths where you can book an appointment online.

Sefton Registry Office details:



Town Hall
Lord St,
Southport
PR8 1DA

Contact: 0151 934 2012 (option 4)

Organisations that may be able to offer help and support

Age Concern

www.ageconcernliverpoolandsefton.org.uk

T: Liverpool: 0151 330 5676

T: Sefton: 01704 542 993

Bereavement Advice Centre

www.bereavementadvice.org

T: 0800 634 9494

Citizens Advice

www.citizensadvice.org.uk

T: 0800 144 8848

Childline

www.childline.org.uk

T: 0800 11 11

C.O.M.P.A.S.S.

Compasscounselling.org.uk

T: 0151 237 3993

E: enquiries@compass-counselling.org.uk

The Compassionate Friends

www.tcf.org.uk

T: 0345 123 2304

E: helpline@tcf.org.uk

Cruse Bereavement Care

www.cruse.org.uk

T: 0808 808 1677

E: helpline@cruse.org.uk

The Good Grief Trust

www.thegoodgrieftrust.org

E: hello@thegoodgrieftrust.org

Liverpool Bereavement Services

www.liverpoolbereavement.com

T: 0151 236 3932

E: enquiries@liverpoolbereavement.co.uk

Rainbows Bereavement Support GB

www.rainbowsgb.org

T: 0161 624 2269

E: rainbowsgb.dc@btconnect.com

Roadpeace

www.roadpeace.org

T: 0800 160 1069

E: helpline@roadpeace.org

The Samaritans

www.samaritans.org

Terrence Higgins Trust

www.tht.org.uk

E: info@tht.org.uk

Other

Tell us once.

This is a free government service that lets you report a death to government organisations all at once.

www.gov.uk/after-a-death/organisations-you-need-to-contact-and-tell-us-once