

Gavin Palin

Independent Family Funeral Services

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THE REGISTRATION OF DEATH PROCESS

Medical Cause of Death Certificate Issued (MCCD)

- Following the passing of your loved one, the registered Doctors surgery will be informed by the verifying professional (District Nurse, Doctor, Nursing Staff from Nursing Home) - This usually takes place within 24 hours.
- Once the Doctors surgery receive the verification of death, they will inform the Attending Medical Practitioner (AMP) (This is a doctor who has seen your loved one in their life time). The AMP will complete the Medical Cause of Death Certificate (MCCD) and send this to the Medical Examiner who is based in the bereavement office in Leighton Hospital.
- If the coroner is involved, the death cannot be registered until the registration service has received written authority from the coroner's office.

MCCD to Medical Examiner

- Once the Medical Examiner has received the MCCD from the doctor, they will complete their assessment of the paperwork and records and may wish to make contact with next of kin to discuss the cause of death given.
- The Medical Examiner will process and send the relevant paperwork to the local registry office to allow for the registration process to commence.

Arranging a Registration Appointment

- Once receiving confirmation that all relevant paperwork has been received by the local registry office, this will allow you to arrange an appointment to register. This should be done within 5 days by calling 0300 123 5019.
- You will be informed by the contact centre of the available appointment dates and times. For further information about the death registration process please visit www.cheshireeast.gov.uk or ask a member of our team on 01270 624153.
- Your registration appointment will be confirmed by email.

What to expect during your appointment

- You must attend an appointment in person with the registrar at the pre-arranged appointment time.
- Any required death certificates (£12.50 each) must be purchased prior to the appointment – A link will be sent to you following the booking completion.
- Following the appointment the registrar will send the certificate for cremation or burial (the green) along with another form called Part D. This will be sent electronically on most occasions to us as your chosen funeral director.
- Tell-Us-One: - The registrar will take you through the process of tell-us-once. For further information about tell us once this is available via GOV.UK or by calling a member of our team on 01270 624153.