



Northumbria Healthcare
NHS Foundation Trust

What to do following an expected death at home

Issued by the Out of Hours District Nursing Service

You may be feeling anxious or worried about what to do following an expected death at home; this is a practical guide to what needs to happen next. You can find a list of useful contact details at the end of the leaflet.

Does the GP need to visit?

If the death occurs during surgery hours, the GP from the practice the deceased person was registered with will usually come out and verify the death.

If the death occurs outside of surgery hours (Monday to Friday 5:00 pm to 8:30 am, over a weekend or bank holiday) the out of hours district nurse will usually come out and verify the death.

There is usually no need for a GP to attend out of hours.

When do I contact the funeral director?

After the GP or district nurse has verified the death, you can contact the funeral director of your choice.

This does not need to be done immediately, you may want to gather the family together and say your farewells for a short while first.

Your chosen funeral director will guide you through the formalities of the funeral arrangements, and deal with any questions you may have.

Why do I need a medical certificate?

A medical certificate issued by the GP practice the deceased person was registered with is needed to allow for registration of the death and for burial or cremation.

Once the deceased has been taken to the funeral home you need to contact their GP and ask for a medical certificate to be issued.

Arrange a convenient time with the GP practice to collect the certificate. Take the certificate with you when you go to the Registry Office.

How do I register the death?

The death must be registered at the Registry Office closest to where the deceased person lived, within five days of the death occurring. The Registrar will usually make an allowance if the death occurs at the beginning of a bank holiday weekend.

Any member of the family or anyone present at the death can go to the Registry Office on behalf of the family. They need to take the medical certificate signed by the GP with them. The Registrar will also require the full name of the deceased, the date of birth, and the place of birth. If available the deceased's NHS medical card, birth certificate and any marriage certificate should be taken as well.

The person registering the death **must** make an appointment at the Registry Office before they attend.

The registrar will give the person registering the death: a certificate for burial or cremation (sometimes know as the 'Green Form'); a certificate of registration of death, (Form BD8); and the Death Certificate.

Your chosen funeral director will require the certificate for burial or cremation. The certificate of registration of death, (Form BD8), may be required by the Department for Work and Pensions (Social Security).

The Death Certificate is for you to keep, but you may be asked to provide it for example to insurance companies. You can ask for more than one copy of the Death Certificate, additional copies are available for a fee and the Registrar will advise you of this at the time of registering the death.

You can get a helpful booklet on other matters that may need attending to following a death from the Registry Office.

What should I do with any leftover medication?

Medication left in the house belonging to the deceased person should be taken to the pharmacy for disposal, preferably the same one it was dispensed from.

What should I do about equipment that was provided?

The district nurse will contact you to arrange a convenient time to remove any equipment belonging to the GP practice.

For any other equipment to be collected from home, contact the relevant equipment loan service to arrange a mutually convenient time for collection.

Equipment will **not** be collected at weekends or Bank Holidays.

What if I am unsure about anything?

Your district nurse, GP or the Out of Hours District Nursing Service will help answer any questions you may have, or with anything you are unsure of.

Equipment Loan Service

North Tyneside

Telephone: 0191 643 7050
Monday to Thursday 08.30 am - 5.00 pm
Friday 08.30am - 4.30 pm

Northumberland

Telephone: 01670 730 595
Monday to Friday 08.30 am - 4.30pm

Newcastle

Telephone: 0191 282 3484
Monday to Friday 08.30 am - 4.30pm

The Equipment Loan Service is not available on Bank Holidays.

Useful contact details

Out of Hours District Nursing Service

Northumberland 01670 829864

Newcastle 0191 2823664

North Tyneside 01670 828674

Please telephone NHS 111 when your GP practice is closed.
Calls are free from landlines and mobile phones.

North Tyneside Registry office

Office hours Monday – Friday 9.00am to 4pm

Telephone 0191 6436164

Northumberland

Office hours : Monday to Friday – 8.30am to 4.30pm

Telephone Blyth 0345 600 6400

Email: morpethReg@northumberland.gov.uk

Newcastle

Office hours: Monday to Friday – 8.30am to 4.30pm

Telephone – 0191 2787878

Alternative Formats

If you would like a copy of this information in large print, another language, audio tape or other format please call the Contact Centre on **03 44 811 8118**

Other sources of information

NHS 111

NHS Choices

www.nhs.uk/pages/homepage.aspx

NICE (National Institute for Health and Clinical Excellence)

www.nice.org.uk

Patient Advice and Liaison Service (PALS)

Freephone: **0800 032 0202**

Text: 01670 511098

Email: northoftynepals@nhct.nhs.uk

Northumbria Healthcare NHS Foundation Trust

General Enquiries **03 44 811 8111**

www.northumbria.nhs.uk

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