

Medical Examiner Southampton (MES)
Community Death Reporting: Southampton City, Solent NHS Trust & Hampshire GP Practices

Contact details:
 MEO Office - 023 8120 3564 | Secure email: medicalexaminer@uhs.nhs.uk
MES opening hours: Monday to Friday 8.30am-4.30pm (not Bank Holidays)

Did you attend the deceased 28 days prior to death – in person or by video (not telephone)?
Do you know the cause of death?
Was the death entirely a natural cause?

YES

NO

GP/practice/hospital doctor advises patient's next of kin (NOK)/ representative that Medical Examiner Southampton (MES) will review the death and will contact them following this. Establish whether patient is to be buried or cremated.

If you have a question or concern about the process or specific case, please feel free to contact the office on the number above.

FOR CASES REQUIRING CORONER REFERRAL
 GP to complete referral to HM Coroner
 Please refer to the RCPATH list of reportable deaths.

GP/Dr to send **fully completed referral form** and **proposed cause of death** to MES office via email.
 Medical Examiner referral forms are located at
ARDENS Death Notification Templates (S1 TPP & EMIS Web)
Please include at least 3 months of the most recent consultations
 Electronic patient record should be kept open to allow read only access for scrutiny. ME & MEO conduct initial scrutiny and call nominated contact (NOK) to establish if they have any questions or concerns.

EMIS WEB
 Please fill out the death documentation template
In 'Documents': create a letter using the Medical Examiner Referral Form.
 Please ensure that you tick 3-6 months of the most recent consultations.

CORONER DECISION

Proposed cause of death, MCCD wording and/or requirement for coroner referral **agreed** by ME/MEO following initial proportionate scrutiny.
No concerns raised.

Concerns raised / proposed cause of death/requirement for coroner referral not agreed by ME/MEO following initial scrutiny :
 Discussion with assigned GP takes place by teams or by phone and all aspects agreed/concerns discussed. Where referral needed, HM Coroner will be notified by GP

100A - no further action communicated to GP
 MES referral form, 100A and completed MCCD to be sent to MES office via email

Inquest or Coroner's post-mortem:
 MCCD cannot be issued.
 HM Coroner will take forward – MES service stops

MES provide confirmation to the practice via email that cause of death (COD) has been accepted.
 Write MCCD & email to MES. Follow your current process with respect to cremation forms and liaison with funeral directors. Do not give MCCD to the family. Keep original for 4 weeks then dispose.

Where concerns are answered and cause of death is agreed, completed MCCD to be sent to MES office via email. **Do not give MCCD to the family.**
 Keep original for 4 weeks then dispose.

100A cause of death, MCCD wording **agreed** by ME following proportionate scrutiny.
No NOK concerns.

MEO to check MCCD prior to sending to registry office.

MES to call NOK/representative to confirm COD and explain registration process. Concerns about COD to be flagged to MES for follow up.
 Concerns about care to be directed to the relevant practice or Solent PALS team