

Medical Certificate of Cause of Death (MCCD)

Guidance with effect from 25 March 2022

- 1 An MCCD can be completed by any Registered Medical Practitioner who has ‘attended’ the deceased during their life. In addition, to avoid referral to coroner, the deceased should normally have:
 - (a) Been seen (including by video, but not by telephone) within **28 days** prior to death by the signing RMP, **or**
 - (b) Seen after death by the RMP in person (not by video).
- 2 If neither 1 (a), nor (b) can be fulfilled, then it is advised to refer the death to the coroner, who is likely to issue a Form 100A to allow registration to take place regardless, using
 - a) For Leicester City and Leicestershire South, the online portal:
leicester-portal.coronersconnect.co.uk
 - b) For Leicestershire North, the PRISM Form
- 3 **Place of death** must be an address or description and not “patient’s home” or similar.
- 4 **Last seen alive** refers to either in person or by video and **must be completed** regardless of how long this was before death.
- 5 Option **(a) Seen after death by me** can only be completed if seen in person (not by video).
- 6 **Remote Verification of Death** remains an option for confirming death, preferably by using the PRISM form.
- 7 **The whole of** both sides of the completed MCCD should be scanned or photographed and emailed to the registrar. It is important to include a name and telephone number of a relative or representative who the registrar can liaise with.
County deaths – leicsdeathreg@leics.gov.uk
City deaths – Nominated-Officer@leicester.gov.uk
Rutland deaths - registrars@rutland.gov.uk
- 8 It is advised that the original completed copies of MCCDs should be **retained for at least one month**, before destroying.
- 9 Fuller guidance about completing MCCD can be found at
<https://www.gov.uk/government/publications/guidance-notes-for-completing-a-medical-certificate-of-cause-of-death/guidance-for-doctors-completing-medical-certificates-of-cause-of-death-in-england-and-wales-accessible-version>
10. An electronic MCCD is being developed, and is likely to become available late in 2022
11. If you are part of the **Medical Examiner** pilot, refer the death using the PRISM form prior to completing MCCD. This is likely to be compulsory for all general practices from July 2022.

Version 2.1, March 2022

Form Cremation 4

Guidance with effect from 25 March 2022

- 1 The requirement for Form Cremation 5 (Part 2) to be completed has been completely removed.
- 2 It is expected that the Registered Medical Practitioner (RMP) completing Form Cremation 4, had treated the deceased during their last illness and normally that they:
 - (a) Had seen the deceased (including video) within 28 days prior to death, **or**
 - (b) Viewed the body after death in person (not by video), **or**
 - (c) The death has been registered with an MCCD supported by Form 100A issued by the coroner.

The Medical Referee **MAY** accept a form where none of these criteria are met, but can reject the form, or make 'any enquiry' causing delay.
- 3 In preference the electronic version of the form on PRISM should be completed, or it can be downloaded from:
https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/879582/cremation-form-4-medical-certificate.pdf. The form must be completed by the RMP and must not be delegated to someone else.
- 4 Detailed guidance regarding completion of Form Cremation 4 can be found at:
https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/1062509/medical-practitioners-completing-form-cremation-4-25-march-2022.pdf
- 5 All questions in Form Cremation 4 should be completed - even if just "not applicable" (N/A).
- 6 Guide for Specific Questions:

Question 6. To complete Form Crem 4 you should normally have attended the deceased during their last illness.

Question 7. Enter how long ago you last saw the patient alive. This should normally be less than 28 days OR you should normally have seen the deceased after death. If your last attendance of the deceased was 'by video' write this to the right of the 'hours' box (tick box on PRISM version). Audio-only consultations (e.g. by telephone) are not acceptable.

Question 8. If you saw the body of the deceased complete with the date and time and a record of the examination you made. This must be in person and cannot be via digital means (video/visual).
- 7 Once completed the form should be emailed to the funeral director or crematorium depending on local arrangement and attached to the deceased's medical record. If using the PRISM form, an electronic signature can be automatically added. Otherwise manually sign the form or use a scanned signature.