

Out of Hours (OOH) role in the new death administration regulations and Urgent release of MCCD over weekends and Bank Holidays

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Who can complete the MCCD

After verification of death, the Qualifying Attending Physician (GP), in liaison with the ME service, is responsible for writing the MCCD. In exceptional circumstances, the Coroner can allow the Medical Examiners to do the “Medical examiner” MCCD (e.g. where the death is natural and there are no QAP available).

I thought OOH doctors can complete the MCCD?

OOH clinicians have a role in verification of expected deaths, as do nursing and paramedic colleagues, but **not** in the writing of MCCDs.

What does urgent release mean?

Urgent release describes a situation where the process must be accelerated to occur as soon as practicable, normally to support an urgent burial. We know this can be more problematic at weekends or bank holidays and the urgent release pathway may help in some way to support that process where capacity allows.

How does it work on weekend and bank holidays?

Urgent release can only occur after the Qualifying Attending Physician (GP) has “pre- referred” with the ME service and issued an MCCD after death. This requires some preparatory work by the GP as set out by the guidance which includes involvement of the patient and family and OOH service. You will see from the process, the OOH should be included into the pre-referral email to the medical

examiner to inform the death is anticipated and appropriate, identifying the patient and confirming details of the appropriate GP, with telephone contact details

Can the GP discuss the patient with the ME office before referring?

We encourage the GP making the referral to discuss with ME service this can assist in providing the information to support proportionate scrutiny.

How do I make an urgent release referral?

To do this complete the ME referral form indicating it is a Pre-Referral by ticketing the pre referral box on the top of the form. The referral should confirm that consent to provide the information to the ME and out of hours teams has been obtained from patient or, if lacking in capacity, from appropriate next of kin. Send the referral form to the ME service as per your usual process, indicating in any header fields (if possible) that this is a pre-referral.

Please inform out of hours services of an expected death that will need an urgent release.

When should the pre-referral be sent to OOH and the ME service?

ME service would be expecting Anticipatory referrals on Fridays or the earliest on Thursday.

What are the OOH details?

<u>Provider</u>	<u>Contact</u>
Mastercall	stockport.mastercall@nhs.net mahe.shiftleaders@nhs.net
GTD	gtd.hubopsmanagers@nhs.net margaret.hayes@nhs.net
Bardoc	bardoc.services@nhs.net

What happens when the death occurs over the weekend?

The OOH clinician can call the GP if within the hours stipulated in the ME Referral form.

OR SMS (text message) the GP to inform them of the death. They will leave a verification form at the patients address as this is required by the undertakers before they will remove the deceased.

But I am not contracted to work on weekends?

It is acknowledged that this work is non-contractual, and as such, is not mandatory. By undertaking the process whereby an urgent release be required the prereferral

will indicate a GP has agreed to complete an MCCD over a weekend or bank holiday and will be available to be contacted.

What happens if the nominated GP is not contactable?

OOH will attempt to contact other practice GPs if details have been left, however this may prevent urgent release. Please ensure the provision of

- Contact details of the GP who will be issuing the MCCD (preferably a mobile telephone number)
- What time the GP will be contactable

Urgent release pathway

Pre death (possible urgent release case)

- GP to agree the requirements / wishes for urgent burial over a weekend.
- In cases, **where imminent death is** expected and may occur over the weekend and requires an urgent burial (e.g. Faith deaths). The GP can complete a “pre referral” to local ME service.
- Local ME referral templates may need to be amended to include an additional box to highlight a PRE-REFERRAL. The information sent is no different to the usual process post death.
- If making a pre-referral, the GP should gain consent from the family that in the event of death they will be contacted by the ME office and that they are sending details pre death to facilitate the “urgent burial” and will be available to be contacted in an OOH setting.
- PRE-REFERRALS are sent to the usual ME email with contact details of the GP who has agreed to be contacted in an OOH setting. This referral could also be cc to the OOH service, so they are informed and have access to the GP contact details.
- PRE-REFERRALS will only be valid until the next working day at which point usual process is followed should death not have occurred.
- GPs should consider any appropriate and practical alternatives if they are not available over a weekend, but a colleague may be (i.e. someone who has seen the patient alive or consider other options such as arranging a video call with a colleague (as seeing via video link is acceptable).
- (Statement of Intent / Special patient notes will be reviewed imminently across GM so please continue to follow your local processes)

Preparation for weekend

- GPs should consider whether they will be available to issue a MCCD.
- GPs will need a MCCD AT HOME to complete – either take a small supply home or have access to a supply locally (should such arrangements be in place)
- Have contact details for your Local ME service and registrar (e-mail and phone number if possible)

When death occurs

- OOH service (or appropriate service) will verify death and the GP who has identified themselves to be available will then be contacted. The GP can ask the OOH service whether there had there been any further developments prior to death
- GP should then contact ME office and confirm that the pre-referral is still accurate (local procedures will differ – the process of review may be able to take place in one phone call usually) and NOK will be contacted by the ME office and COD will be agreed.
- GP should then complete the MCCD and email to ME office.
- The ME will sign the MCCD and send to the registration services.

A fee of £80 can be claimed and is payable should a death take place over a weekend and a GP is called to provide a MCCD. This should be claimed through the regular invoicing/ claims process using reference: **'UR MCCD OOH'**

The enclosed flowchart may also be helpful:

Proposed process for urgent release of community expected deaths

