Workflow for referral to Somerset Medical Examiner Service (SMES)

For advice on this process or assistance with referrals please contact the SMES directly on 01823 344995 Verifying clinician to give family information sheet regards the SMES or verbally inform them that GP practice notified of patients' death they will be contacted by someone from the Somerset Medical Examiner Office If Cause of death (COD) known and not notifiable to HM Coroner - certifying GP completes EMIS referral form with proposed COD & sends to MedicalExaminer@SomersetFT.nhs.uk from generic practice email address If the COD is known but is notifiable to HMC complete the Electronic Death Reporting Form (EDRF) and send as above instead of completing the EMIS referral form If the COD is unknown, SMES can be bypassed therefore complete EDRF and send direct to HM Coroner's office – no SMES referral required NB - A verbal Nominated ME accesses EMIS records to review: discussion with **Previous Medical History** a GP is not Medicines history normally Clinical records required unless Hospital correspondence there are Any other information deemed necessary auestions from If further information is required from the GP or the ME wishes to make changes to the ME regards the cause of death wording - MEO will contact GP via generic practice email asking the case. for them to make contact on direct line 01823 344995 Medical examiner office contacts Next of Kin to give an opportunity to ask questions & discuss care Concerns raised following case review &/or discussion with family No concerns raised following case review and discussion with family Concerns raised necessitate coronial Concerns raised do not referral necessitate coronial referral ME to review & forward EDRF to Cause of death agreed is now HM Coroner's office & copy in GP Cause of death agreed notifiable to HM Coroner or practice with GP by ME already notifiable GP to await further instruction from Cause of death confirmed by sending ME2 form by email from the ME Office HM Coroner's Office to generic practice email address or Part A received from HM Coroner's Office **GP** completes MCCD **NB.** Concerns raised through case Practice scans/emails MCCD to SMES SMES checks MCCD to ensure accuracy and forwards MCCD to via necessary Governance route by Somerset Registrations along with Next of Kin details and **SMES using SMES Clinical** confirmation cause of death has been approved by an ME

For all notifiable deaths, HM Coroner for Somerset has requested that before referrals are made to them, they are reviewed by a Medical Examiner first to ensure accuracy of causes of death

Practice to advise family to contact Somerset Registrations