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 Patient dies they will be contacted by someone from Somerset **Medical Examiner Office** If Cause of death (COD) known and not notifiable to HM Coroner - certifying doctor completes SMES referral form with proposed COD & sends to MedicalExaminer@SomersetFT.nhs.uk 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 SMES 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 Crosscare records to review: discussion with **Previous Medical History** a doctor 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 doctor or the ME wishes to make changes the ME regards to the cause of death wording, the ME will contact the doctor to discuss further. the case. 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 HM Coroner's office & copy in Cause of death agreed is now doctor Cause of death agreed notifiable to HM Coroner or with doctor by ME already notifiable Doctor to await further instruction Cause of death confirmed by sending ME2 form by email from the ME Office from HM Coroner's Office to the doctor or Part A received from HM Coroner's Office **Doctor completes MCCD NB.** Concerns raised through case Hospice scans/emails MCCD to SMES SMES checks MCCD to ensure accuracy, allocates reference number via necessary Governance route by and forwards to Somerset Registrations along with Next of Kin **SMES using SMES Clinical** details and confirmation cause of death has been approved by an ME Hospice to advise family to contact Somerset Registrations

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