

# S&P Sephardi Community Burial Society: Guidance

## Following a Loss

We extend our deepest condolences for your loss. The S&P Sephardi Community Burial Society is here to support you at every step during this difficult time. Please read the following information carefully.

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### You will need to undertake the following 3 steps:

1. Verification of Death – how this is done depends on the location of where the deceased died
2. Registration of Death
3. Planning the funeral

### Verification of Death

A medical professional must verify the death before any further steps can be taken. The process depends on where the death occurred. Once verification is complete, please call **0207 871 3757**.

### At Home

#### If the death was expected:

1. Contact the person's doctor or senior nurse to verify the death.
2. During nighttime hours, call **NHS 111** for an on-call doctor or nurse. You may take some time with your loved one before initiating this step.
3. The **Medical Certificate of Cause of Death (MCCD)** will be issued by the GP and sent to the **Independent Medical Examiner (IME)** for approval. The IME will discuss the cause of death with you and forward the MCCD to the registrar.

#### If the death was not expected:

1. Call emergency services at **999**. The coroner will investigate the cause of death.
  2. The coroner will arrange for the deceased to be taken to the coroner's mortuary and issue the MCCD after completing their investigation. An additional fee will be charged for a non-invasive scan should one be required.
  3. If there's an interim certificate or inquest, legal advice may be needed.
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### In a Hospital

#### If the death was expected:

1. The hospital will issue the MCCD. S&P will liaise with the hospital to bring your loved one into their care.
2. The IME will review the MCCD, contact you for confirmation, and send it to the registrar.

**If the death was not expected:**

1. A post-mortem may be required, or the coroner will investigate further.
  2. The coroner will issue the MCCD and, if needed, an interim certificate.
  3. S&P will coordinate the transfer to their care after the investigation is complete.
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**In a Care Home or Hospice****If the death was expected:**

1. Care home or hospice staff will contact the person's doctor for verification.
2. The MCCD will be issued and processed through the IME.

**If the death was not expected:**

1. Emergency services must be called. The coroner will investigate and issue the MCCD.
  2. S&P will collect the deceased once the coroner permits.
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**Registering the Death**

You must register the death within **5 days** in England and Wales (**8 days** in Scotland).

1. Contact the local **Registrar for Births and Deaths** where the death occurred.
2. The Registrar's Office will call you to make an appointment.
3. The MCCD is usually emailed directly to the registrar's office but if you have it you must take it with you to the appointment.
4. Inform them that you are arranging a Jewish faith funeral.
5. Ensure that the registration certificate ('the green') permitting burial be emailed to [info@calosfuneraldirectors.co.uk](mailto:info@calosfuneraldirectors.co.uk).
6. Contact the S&P Hebra to commence funeral arrangements on **0207 871 3757**

**Please ensure you have the following information to hand when calling Hebra:**

- Full name of the deceased
  - Date of birth
  - Address of residence and location of death
  - Hebrew name (if applicable)
  - Your Relationship to the deceased
  - Name of the Next of Kin
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## Repatriation

Repatriation involves transferring the deceased between countries, whether bringing them back to the UK or sending them abroad.

### Steps for Repatriation

#### 1. Contact Authorities

- Notify the British Embassy, High Commission, or Consulate if abroad.
- Provide contact details of a representative who can share information.

#### 2. Check Insurance

- Verify if the deceased had travel or life insurance covering repatriation. If not, you'll need to appoint a funeral director or repatriation service.

#### 3. Register the Death Abroad

- Register the death in the country where it occurred, following local laws. A certified English translation of the death certificate may be required.

#### 4. Arrange for Repatriation

- Gather documents, including the passport, death certificate, and repatriation permit.
- Decide whether to travel before, with, or after the deceased.

#### 5. Arrival in the UK

- Present necessary documents to the coroner, who will issue a burial order.

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### Additional Support

- **Tell Us Once Service:** Notify banks and other organizations about the death through this free government service.
- **Practical Help:** Contact the S&P team for assistance or guidance regarding repatriation, registration, or funeral arrangements.

For further details, please call us at **0207 871 3757** or email **info@calosfuneraldirectors.co.uk**.

We are here to assist you through this challenging time with compassion and care.

**Tizku LeShanim Rabot – Wishing you many years free from further sorrow**