

ANNEX B

CONSULTATION RESPONSE TEMPLATE FORM

Please remember to return your response along with the Respondent Information Form at **Annex A**

Question 1: Do you agree that the “not staying registration” (expedited) procedure should only apply in situations where there is a clear rationale for a funeral to proceed within a specific timescale?

Please tick as appropriate X Yes No

Additional Comments:

We agree that the procedure should only apply in situations where there is a clear rationale for a funeral to proceed within a specific timescale. Any guidelines issued must be clear and have no grey areas. It must be clear as to what the rationale is which allows a funeral to proceed within a specific timescale.

Question 2: Do you agree that the role of the registrar is to make informants aware, in response to a request, of the “not staying registration” (expedited) procedure?

Please tick as appropriate X Yes No

Additional Comments:

We agree that the role of the registrar is to make informants aware of the procedure however only in direct response to an enquiry by the informant.

Question 3: Do you agree that there would be value in having a form for informants to complete in circumstances where the “not staying registration” (expedited) procedure is requested?

Please tick as appropriate X Yes No

Additional Comments:

We agree that there would be significant value in having a form for informants to complete however where possible electronic completion of forms and also the transmission of them to the Medical Advisers would speed up communication.

Giving advice on the completion of forms may impact on the time allocated to a Registration appointment and therefore any yes/no answers within the form may speed up its completion, narrow down anomalies and reduce confusion for the informant. A statement in support of the reason for applying for a ‘not staying registration’ may also disadvantage those persons who are either not in great command of English or are not as literate as others. This may impinge on the ability to form a constructive statement in support of the application.

Question 4: Do you agree that these proposed timescales will ensure the system will meet the needs of informants in those circumstances where there is a clear rationale for the funeral to proceed within a specific timescale?

Please tick as appropriate Yes No

Additional Comments:

We have concerns that the Registration member of staff may not be able to make contact with the Medical Adviser within the time of the allocated appointment. In the case of subsequent pre-booked appointments, this may result in a backlog of workload.

5.7 of consultation document states 'It is expected that the decision as to whether or not to stay registration should be made within a few hours and within the same working day'. We would suggest that within a few hours is replaced with a definite timescale that can be measured.

Question 5: Do you agree that it would be useful to set down in Guidance, and on the proposed form, the sort of categories where it may be appropriate to request that registration is not stayed (expedited procedure)?

Please tick as appropriate Yes No

Additional Comments:

We agreed that it would be useful to set down in the Guidance, '**definite**' categories rather than the 'sort' of categories. We would also suggest that it is only the 'definite' categories that are considered and that an 'other' option is not given for application for a not stayed registration.

Question 6: Do you agree with these categories, and is there anything additional that should be added?

Please tick as appropriate Yes No

Additional Comments:

We agree with these categories and do not have any further comments or suggestions.

Question 7: Do you agree that these approaches are sensible? Is there anything else that should be considered in relation to guidance around the procedure not to stay registration (expedited procedure)?

Please tick as appropriate Yes No

Additional Comments:

We agree that these approaches are sensible and also suggest that it is important that information is made available to families in advance of the Registration of Death. We would suggest that this would be at the time of issue of the Medical Certification.

We would also suggest that there is a National helpline number publicised on all marketing material so that questions can be answered and advice given.

We would also suggest that Undertakers and other professional bodies are made fully aware of the changes and associated procedures.

We think that the terminology used in this procedure will be confusing and difficult to understand by our informants ie. 'not staying registration'. The name of the procedure should be in layman terms and in plain English.

We think that the random sample of 25% is particularly high thus impacting on the resources required to manage Registration appointments on a daily basis. For East Lothian alone this would amount to 250 samples, the equivalent of 1 event per day. This will have greater impact on larger authorities with higher numbers of Registration events.

We would like clarification that any fees chargeable to the informant have been waived.

We have concern about the additional financial cost to local authorities in having to send out via. Royal Mail, certificates from Death Registrations that have been subject to scrutiny. We also think that there will be a resource implication for the Registration service as Death Registrations subject to scrutiny with additional administrative workload and associated telephone calls etc to Medical Adviser.

We would like clarification as to whether there are plans to give any financial remuneration to Local Authorities to compensate for the additional time spent at time of Death Registration and subsequent administrative workload liaising with Medical Adviser.

We feel it is important that any procedures are applied consistently on a National basis.