

**Births, Deaths
and Marriages**

Level 2, Chesser House
91-97 Grenfell Street
Adelaide SA 5000

GPO Box 1351
Adelaide SA 5001

Telephone (08) 8204 9599

www.ocba.sa.gov.au

Notification and Certification of Death

(for all deaths which are not required to be referred to the Coroner)




S.36 of the *Births, Deaths and Marriages Registration Act 1996* requires the doctor who certifies a patient's death also to **separately** notify the Registrar of Births, Deaths and Marriages within 48 hours after the death.

Booklets of certification/notification forms are available from the **Births, Deaths and Marriages Registration Office**. Please ensure that you are using the current forms, not the obsolete forms relating to the 1966 Act.

The form consists of three sections. Each section must be completed by the doctor.

- 1 The stub is kept for the doctor's records.
- 2 The central panel, *Doctor's Certificate of Cause of Death*, is to be handed to the funeral director.
- 3 The outer panel, the *Notice of Death*, must be sent promptly to the **Births, Deaths and Marriages Registration Office**, (see details over page).

The *Notice of Death* should NOT be given to the funeral director.

 <p style="text-align: center;">DOCTOR'S RECORD OF ISSUING "NOTICE OF DEATH" AND "DOCTOR'S CERTIFICATE OF CAUSE OF DEATH"</p> <p>Name of deceased</p> <p>Age</p> <p>Died on / /19</p> <p>At</p> <p>CAUSE OF DEATH</p> <p>A</p> <p>B</p> <p>C</p> <p>D</p> <p>E</p> <p>Signed</p> <p>SURNAME IN BLOCK LETTERS</p> <p>Date / /19</p> <p>Funeral director to whom "Doctor's Certificate of Cause of Death" is given</p>	 <p style="text-align: center;">54553</p> <p style="text-align: center;"><small>Births, Deaths and Marriages Registration Act 1996 (Section 36)</small></p> <p style="text-align: center;">DOCTOR'S CERTIFICATE OF CAUSE OF DEATH</p> <p style="text-align: center;"><small>[Not to be issued if a coroner or police officer is required to be notified of the death under the Coroners Act 1975]</small></p> <p>DETAILS OF DECEASED</p> <p>Surname (BLOCK LETTERS)</p> <p>Given names</p> <p>Sex MALE <input type="checkbox"/> FEMALE <input type="checkbox"/></p> <p>Of Aboriginal or Torres Strait Islander origin - NO <input type="checkbox"/> YES - Aboriginal <input type="checkbox"/> T.S.I. <input type="checkbox"/></p> <p>Date of death / /19</p> <p>Age at death</p> <p>Place of death</p> <p>Was a post mortem conducted? YES <input type="checkbox"/> NO <input type="checkbox"/></p> <p>Does the body contain a cardiac pacemaker, cardiovascular defibrillator, drug infusion pump or similar device, or radio-active isotopic solutions? YES <input type="checkbox"/> NO <input type="checkbox"/></p> <p>If Yes, give details</p> <p style="text-align: center;">CAUSE OF DEATH</p> <p>Part I</p> <p>Conditions leading to death and duration between onset and death: (Show direct cause first followed by antecedent causes, stating the underlying condition last. PLEASE USE BLOCK LETTERS AND DO NOT ABBREVIATE)</p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 70%;">Disease</th> <th style="width: 30%;">Duration</th> </tr> </thead> <tbody> <tr> <td>A</td> <td>.....</td> </tr> <tr> <td>B</td> <td>.....</td> </tr> <tr> <td>C</td> <td>.....</td> </tr> <tr> <td>D</td> <td>.....</td> </tr> <tr> <td>E</td> <td>.....</td> </tr> </tbody> </table> <p>Part II</p> <p>Other significant conditions and duration:</p> <p style="text-align: center;">CONTINUE ON REVERSE</p>	Disease	Duration	A	B	C	D	E	 <p style="text-align: center;">54553</p> <p style="text-align: center;"><small>Births, Deaths and Marriages Registration Act 1996 (Section 36)</small></p> <p style="text-align: center;">NOTICE OF DEATH</p> <p style="text-align: center;"><small>[Not to be given if a coroner or police officer is required to be notified of the death under the Coroners Act 1975]</small></p> <p>To the Registrar of Births, Deaths and Marriages</p> <p>Surname (BLOCK LETTERS)</p> <p>Given names</p> <p>Sex MALE <input type="checkbox"/> FEMALE <input type="checkbox"/></p> <p>Died on / /19</p> <p>Age at death</p> <p>#</p> <p>I have completed a Doctor's Certificate of Cause of Death in respect of the deceased and I have given or will give that Certificate to the funeral director or other person who will be arranging for disposal of the remains</p> <p>Signature of doctor</p> <p>Surname of doctor in BLOCK LETTERS</p> <p>Address</p> <p>Post code</p> <p>Date / /19</p> <p>This Notice of Death must be forwarded to:</p> <p>The Registrar of Births, Deaths and Marriages, GPO Box 1351, ADELAIDE 5001 / 91 Grenfell Street, ADELAIDE 5000 within 48 hours after the death</p>
Disease	Duration													
A													
B													
C													
D													
E													

¹ retain

² to the funeral director

³ to BDM

Doctor's Certificate of Cause of Death and Notice of Death



Notice of Death

The *Notice* should serve as a prompt first advice of death, which is later matched with the *Death Registration Statement* (from the funeral director) and the *Doctor's Certificate of Cause of Death* in a verification process. If the matching paperwork is not received, the *Notice* also serves to alert BDM that a death has occurred but the body has not been properly disposed of, or the funeral director has not registered the death.

Doctor's Certificate of Cause of Death

It is most important that the *Doctor's Certificate of Cause of Death* is completed thoroughly, with all fields addressed, and that it is legible, with the doctor's name, address and contact details clearly set out. As well as the immediate cause of death, the antecedent causes and other contributing conditions should be stated, along with duration for each condition.

After the death is registered, the **Births, Deaths and Marriages Registration Office** forwards the *Doctor's Certificate of Cause of Death* to the Australian Bureau of Statistics (ABS) which is Australia's national statistical authority. The ABS is responsible for collecting, processing and disseminating quality causes of death (mortality) statistics.

The ABS has produced a booklet to assist doctors with the requirements of certification of cause of death. The booklet addresses common problems in the completion of death certificates, terms which are adequate for coding purposes and information about ICD -10, the International Classification of Diseases used for coding mortality data.

To obtain a complimentary copy of '**Cause of Death Certification, Australia - a Booklet for the Guidance of Medical Practitioners in Completing Medical Certificates of Cause of Death**', call ABS (toll free) on **1800 620 963**. For an electronic version of the ABS booklet, see our website http://www.ocba.sa.gov.au/bdm/deaths/06_doctors.html

Ordering Forms

For supplies of Doctor's Certificate of Cause of Death/Notification booklets:

Contact

Bernadette Bonsell
Births, Deaths and Marriages Registration Office
GPO BOX 1351, Adelaide SA 5001 or
DX Number 133 Adelaide or
Level 2, Chesser House
91-97 Grenfell Street
Adelaide SA 5000

Telephone (08) 8204 9599
Facsimile (08) 8204 9605