

The Myton Hospices

Practical advice following the death of a loved one



myton
hospice

We trust that you find this pack and the information it contains to be useful to you.

If for any reason you would like to discuss any element of our service, or your experience at Myton, please do not hesitate to contact us by emailing enquiries@mytonhospice.org, or calling us on 01926 492518 or writing to us at:

The Myton Hospices - Feedback
Myton Lane
Warwick
CV34 6PX

ABOUT THIS BOOKLET



The staff and volunteers at The Myton Hospices would like to offer our sincere condolences to you and your family on your recent bereavement.

The death of a family member or friend can be a difficult time; if you were the person who was closest to the deceased there are many practical matters that you will need to consider, as well as your feelings about losing someone close to you. A number of arrangements will need to be made at a time when you are feeling particularly vulnerable.

With this in mind, we have compiled this information booklet to guide you through the arrangements and decisions you will need to make.

The hospice staff will explain what you need to do next and help with any questions you may have. They will also contact your family member or friend's GP to inform them of the death.

Your Checklist ☒

☐ Inform the hospice of your chosen funeral director (Page 4)

☐ Register the death (Page 4)

☐ Arrange the funeral (Page 8)

Notes

Contents

Checklist	2
Caring for your family member or friend after their death	4
Registering a death	4
People you may need to notify	5
Wills and estates	6
Arranging a funeral	8
Looking after yourself	11
How can Myton help?	13
Support from others	14
How can you support Myton?	15

Caring for your family member or friend after their death

When your family member or friend has just died their body will be cared for by the nursing staff with exactly the same dignity and respect as when they were alive. We will have done everything possible to follow any instructions you have given us in relation to their care after death.

Please let us know the details of your chosen funeral director as soon as possible, this will enable our team to liaise with them directly. This is important as it will allow us to arrange the timely transfer of your loved one or friend from our cool room to the funeral director's chapel of rest. Your funeral director will then let you know about their chapel of rest visiting arrangements should family or friends wish to view the deceased.

Registering a death

Before a death can be registered a doctor will issue a Medical Certificate that states the Cause of Death (MCCD). Once completed the MCCD is reviewed by an independent Medical Examiner, who will contact the Next of Kin. The MCCD is then sent to Register Office, who you will need to contact to register the death. The Register Office provides the actual Death Certificate, and will ask you if you are planning a burial or cremation. It will be useful if you could let us know which funeral director you have chosen as this will enable our team to liaise with them directly. We are aware that there may be a religious priority to bury your family member or friend within a short time frame – we will make sure these processes are gone through as quickly as possible, but they do need to be completed.

What happens if the death is referred to the Coroner?

In some circumstances the doctor will need to report the death to the Coroner; this can happen if the cause of death is unclear, is a result of an accident or where there is a concern that the cause of death may be due to a work related disease such as mesothelioma. In these cases the doctor will be unable to issue the MCCD until the Coroner's enquiries have been completed.

The length of time it takes for the Coroner to review the situation varies; the Coroner may be able to gain all of the information required from the referring doctor. Permission will then be given for the doctor to issue the MCCD enabling you to register the death.

In a small number of cases the Coroner may feel that further investigation is necessary and an inquest may be requested. In these circumstances staff at the Coroner's office will explain the process to you and your family.

People you may need to notify:

Tell Us Once is a service that brings together several organizations so you do not have to notify them individually of the death including:

- Department for Work and Pensions
- HM Revenue and Customs
- Local Authorities
- Driver and Vehicle Licensing Agency DVLA
- Identity and Passport Service

The registrar will let you know if the service is available in your area and provide you with the phone number and a unique reference number to use when you contact the **Tell Us Once** service online or by phone.



Wills and estates

When someone dies, you will need to get the legal right to deal with their property, money and possessions (their 'estate').

If the person who has died leaves a will, it will usually name one or more people to act as the executors of the will - that is, to administer their estate. If you are named as an executor of a will you may need to apply for a grant of probate. A grant of probate is an official document which the executors may need to administer the estate. It is issued by a section of the court known as the probate registry.

If there is no will (known as dying intestate) the process is more complicated. An application for a Grant of Letters of Administration (an official document, issued by the court, which allows administrators to administer the estate) will need to be made.

The person to whom letters of administration is granted is known as the administrator. The administrator is the person who has the legal right to deal with the affairs of the person who has died, and is determined by a set order of priority.

The administrator will usually be a close relative of the person who has died, if there is one. There may be more than one person who has an equal right to do this. Your solicitor will be able to provide you with information on the set order of priority.

When contacting organizations as the administrator of an estate, the organization will often want to see the original Death Certificate, and we recommend getting copies from the Register Office to make this process quicker.

Further information can be obtained at
www.gov.uk/applying-for-probate

Arranging a funeral

When arranging the funeral, start by thinking about what sort of funeral the person would have wanted. They may have left instructions in their will or a letter about their wishes. Some people may have purchased a funeral package before they died and if this is the case you will need to notify the funeral directors as soon as you can. Some people may have planned their funeral with our Spiritual Care Team or with a specific Faith leader.

If there are no clear wishes, the executor or nearest relative will usually decide if the body will be cremated or buried and what type of funeral will take place.

Although it is not a legal requirement, many people choose to use a professional funeral director to manage funeral arrangements – they can also give advice and support.

We would suggest choosing a funeral director who is a member of one of the following:

- National Association of Funeral Directors - **www.nafd.org.uk**
- National Federation of Funeral Directors - **www.nffd.co.uk**
- Society of Allied & Independent Funeral Directors - **www.saif.org.uk**

These organisations have codes of practice. The Funeral Directors will provide you with a price list on your request.

Arranging the funeral yourself

Some people prefer to make their own arrangements as they consider this to be more personal and less expensive. Contact the Cemeteries and Crematorium Department of your local council to find out about arranging a funeral yourself.

Funeral Services

Funeral services can be an important part of saying goodbye. Sometimes this is about celebrating the life of a family member or friend, and all they have achieved. It is also an opportunity to mourn and to reflect on the sense of loss you are experiencing.

There are a wide range of services and sites available for you to consider for funerals including woodland burials and traditional, religious and non-religious services. Our Spiritual Care Team are available to help you consider the options regardless of background or worldview.

Church of England parishes provide Christian funeral services for everyone in the parish, regardless of whether they have attended that church before. The local clergy can help to arrange this, and you can find out what parish you are in at www.achurchnearyou.com.

There are many beautiful and interesting traditions and rituals when it comes to funeral services, although there are very few absolute requirements. Whether religious or not religious consult your funeral director or feel free to talk over ideas and possibilities with our Myton Spiritual Care Team, also available via email on spiritual.care@mytonhospice.org

It is worth noting that your family member or friend may already have a reserved burial plot for which you have a 'Deed of Grant'. This will show the plot number of the existing grave and you will need to give this document to your funeral director. Some local councils run their own funeral services, which can be helpful in some situations.

Cremation

Arranging a funeral can not only be stressful - it can also be expensive. If you are paying for the funeral, think carefully about what you can afford.

The funeral can be paid for by:

- you or other family members or friends
- a lump sum from the deceased's life insurance policy or pension scheme
- a pre-paid funeral plan previously arranged by the deceased
- the deceased's estate (any money, property or assets they left)
Funeral costs take precedence over other debts
- money the deceased had in a bank or building society; if there is a delay in this money being released you may need to pay the costs in the meantime

If you feel you are unable to meet the funeral costs you may be able to get a funeral payment from the social fund if you are on a low income and meet the criteria. Visit www.gov.uk/funeral-payments to see if you are eligible and to find out how to apply.

If there is no way a funeral can be paid for by family, or if there is no next of kin, the council can take over the registration of death and all organisation with funeral directors. They will provide a basic funeral only. They will take their costs from any estate left by the deceased.

Looking after yourself

Whoever has died, your loss is unique to you, and you will cope with it in your own way. Bereavement is a highly personal and often traumatic event; many people go through a range of reactions and emotions when someone they are close to dies. Sometimes people are shocked and upset by their changing and powerful emotions when they are bereaved. Realizing that these feelings are normal may help.

When someone we care about dies it is often hard to think about yourself. However much you may have been expecting and even planned for the death, it is still often a shock and hard to deal with the sense of loss. Your feelings and emotions may be unexpected, and with everything that needs to be done you may be tempted to ignore how you feel and not look after yourself.

Everyone deals with grief in different ways. If you feel like talking to someone, talk. It might be with your family, friend or colleague. Your GP is also there to help you through this period - please ensure that you talk to them about how you are feeling - they may also be able to recommend help and support.

- Try to take care of yourself. Eat and drink properly, and try to get some proper rest
- Don't rush into making any decisions until you are ready. Do not be rushed into making any financial arrangements that you do not fully understand
- Worried family members may rush you to think about future living arrangements or your financial security. You can't avoid these questions forever, but give yourself some time
- You may find it very hard to sleep whilst you are grieving. You might feel restless and particularly lonely or reflective at certain times. You may also be run down after a long period of being a primary carer or rushing around, and this might lead to you getting ill. Do contact your GP if you need help

- Remember that those around you may not be having the same reactions. Give each other space, time and understanding. It is common for people to become irritable following bereavement, or also critical of themselves and others. These feelings are natural.
- It is important you give yourself some time to grieve and to adjust. You need to come to terms with your loss in whatever way is right for you.
- As time passes, you may find different ways to remember your loved one without the same grief. Myton has Light Up a Life services and memorial services which you are welcome to be part of.

Notes

How can Myton help?

We offer bereavement support to adults and children whose relative or friend was supported at The Myton Hospices, this is an essential part of the services we provide.

One-to-one bereavement support

Grief can affect people in different ways and is unique. It can leave individuals with a roller coaster of emotions, which may include sadness, anger, guilt, relief or confusion, and feelings of being overwhelmed or lost.

Myton's counselling team is on hand to help you through the emotional impact of grief because we understand that experiencing loss of a family member or a close friend can be extremely distressing. Counselling provides a professional confidential space whereby you can work through your grief in depth, at your own pace and uninterrupted. By providing an opportunity to talk to someone who is not directly involved in the situation and by sharing and exploring you can feel less overwhelmed. Support is based on client need – it may be the right thing for you to join a bereavement group after individual sessions. We also offer help supporting bereavement for children, which can be one-to-one with the child or young person, or by supporting their parents/caregivers.

How long can I expect support?

We consider it to be a natural process. How long it takes varies and is unique, with different amounts of input needed. Counselling is offered in response to each person's individual needs.

Who are the Counselling Team?

Our team consists of qualified counsellors and student counsellors from various backgrounds, all of whom adhere to the ethical framework and guidelines of their professionally recognized organization, for example the British Association of Counselling & Psychotherapy (BACP). Our counsellors receive regular supervision to ensure they provide the highest standard of care.

For more information or to book an appointment with our counselling team please call 01926 838820.

Support from others

There is help at hand at The Myton Hospices and from other sources. Here are just a few to mention but it's also worth looking at options in your local area so that you find something you feel comfortable with.

Myton Spiritual Care Team 01926 929030

spiritual.care@mytonhospice.org

Age UK

0800 678 1174

Bereavement Advice Centre

0800 634 9494

www.bereavementadvice.org

CRUSE – Bereavement Care

National Helpline
South Warwickshire & Rugby
Coventry & North Warwickshire

0808 808 1677

07730 216700

024 7667 0714

The Good Grief Trust

www.thegoodgrieftrust.org

gov.uk

www.gov.uk/after-a-death

London Friend

LGBT health and wellbeing

0300 330 0630

MIND

0121 7111343

The Samaritans

116 123

Untangle App

www.untanglegrief.com

Way Foundation

Widowed and Young
Winston's Wish
Edward's Trust

0300 012 4929

www.Widowedandyoung.org.uk

www.winstonswish.org

edwardstrust.org.uk

Support for drug & alcohol use

Widowedandyoung.org.uk

Give the Gift of Myton Care

Please help us to give other families the same care and support that your loved one received.

Donations in lieu of flowers

Some families choose to ask for a donation to be made to Myton instead of buying flowers for a funeral. We can provide collection boxes, donations envelopes as well as a contactless card reader to help raise donations on the day.

Donations in memory

You can make a one off donation or regular donations to Myton in recognition of the care and support your loved one received. You can also set up an online tribute page so that friends and family can make a donation in memory of your loved one.

A Gift for Myton in your Will

By leaving a gift to Myton in your Will in memory of your loved one, you will be giving the gift of Myton care to future patients.

**If you would like more information you can visit
www.mytonhospice.org/inmemory**

**Alternatively, please contact our In Memory and Legacy Fundraiser,
Natalie Watts, by phone on 01926 838 830 or email
natalie.watts@mytonhospice.org**

Donating goods and Gift Aid

We appreciate every saleable, good quality item that is donated to us at Myton; if you have items that can be sold by us to help raise vital funds you can drop them off to one of our shops, please visit www.mytonhospice.org/shops for locations.

Do you pay tax? If so by completing a form to allow The Myton Hospices to claim Gift Aid when you donate goods we can reclaim tax worth 25p in every £1 received through items sold.

Furniture collection

If you have good quality furniture or large electrical items to donate, we can collect them from your home. To arrange a collection please email FurnitureShop@mytonhospice.org or call 02476 328656 Monday – Saturday 9am – 5pm. Please note all items must be in a saleable condition, have the appropriate fire safety labels and be in working order if electrical.

Shopping with us

The Myton Hospices has more than 20 charity shops across Coventry and Warwickshire, and an eBay store. You can support us whilst shopping for good quality clothes, furniture, household items, collectibles and more. To find your nearest Myton shop visit www.mytonhospice.org/shops for locations.

Join our lottery

Our lottery funds the care of 1 in 4 of our patients, plus you could win up to £10,000. To join call **01926 407902** or visit www.mytonhospice.org/lottery

Support from Businesses

If you work for or know of an organisation that might be able to support Myton financially or through the donation of goods or services then we would be really grateful if you could get in touch and let us know. You may prefer to speak on Myton's behalf or pass on contact details for us to take forward. Whatever is best for you - we would love to hear from you.

Thank you!



Did you know?

We are a
charity, we are
not the NHS.

Our costs are at an all-time high
and just **17%** of our
funding comes from the NHS.

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Every year we have to raise

£12.7million

to continue providing our
services free of charge.

.....

If you are able to
make a donation
we would really
appreciate it.

www.mytonhospice.org/inpatient

   @MytonHospices

Registered Charity No. 516287

Coventry

Clifford Bridge Road,
Coventry, CV2 2HJ
02476 841900

Rugby

Barby Road,
Rugby, CV22 5PY
01788 550085

Warwick

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