

ADVICE TO DOCTORS ASKED TO PROVIDE H M CORONER WITH MEDICAL REPORT

When asked to provide a medical report in respect of a deceased patient, in most cases it will be possible for the Coroner to read your report at the Inquest, provided that the report is produced promptly. However, occasionally it may be necessary to call you to give evidence in person.

Your reports should include the following: -

- (i) Your full names (not initials), your professional address, your qualifications and your position within the practice/hospital.
- (ii) You must sign and date your report.
- (iii) You should identify the full names of your patient, together with your patient's date of birth, address and patient number.
- (iv) Please state how long the deceased has been treated by you personally and details of relevant treatment by anyone else in the practice/hospital.
- (v) From your own knowledge and from details extracted from the notes, your report should set out relevant medical information, relating to the particular cause or circumstances of the death, following a chronological order.
- (vi) Hearsay evidence is acceptable; provided that you are confident of the accuracy of the information you are giving, you should record all relevant information and give the source of the information if not within your own personal knowledge.
- (vii) If the medical records include reports from other doctors or specialists, which may be relevant, copies may be annexed to the report.
- (viii) Please provide full details of all medication prescribed to the deceased together with details of amounts.

Please note: -

- (a) Unless the circumstances are exceptional you should not attempt to write your report without access to the medical records and either a copy of the post mortem report if it is available or details as to the cause of death.
- (b) Your report should be type written.
- (c) Your report is likely to be read out at the Inquest and should be in a form that can be understood by the family. It will be helpful if you could explain any technical terms that appear and identify items that appear as abbreviations or initials.
- (d) Include all relevant detail even if this might cause embarrassment to the family; in such circumstances the Coroner may exclude from his recital at the Inquest delicate passages but it is important that the Coroner is fully briefed. Alternatively, such detail could be included in a separate accompanying letter.