



How a Funeral Director can help organise a funeral

A Funeral Director is there to explain the process, facilitate in organising the arrangements, manage and oversee all arrangements as agreed by the family member(s);

- Prior to any arrangements being made, the Funeral Director will request confirmation that a medical certificate has been issued by a Doctor attending the deceased. Where a Doctor is unable to issue a medical certificate due to uncertainty relating to cause of death, the services of the Coroner will then be requested and this may delay the funeral arrangements.
- Explain the process of registering the death – where to go, when it has to be done and who is responsible (please note, a Funeral Director cannot act on behalf of the bereaved family regarding the registering of a death).
- Liaise on your behalf with the church/person(s) who will conduct the service, the cemetery or crematorium to arrange a mutually convenient time/date for the funeral service.
- Place death notices in local/national newspapers and radio stations as required by the family members.
- To transfer the deceased from the place of death or location to which the deceased had been taken to the place where the bereaved family would like the deceased to be mourned. The Funeral Director is responsible for insuring that suitable facilities are provided for the mourning of the deceased should the family decide not to mourn in the home.
- Assist in co-coordinating and facilitating additional services that the family requested as part of the ceremony i.e. floral arrangements, book of condolences, music arrangements, charitable donations, and transport for immediate family. These are of course only suggestions, where a family wishes to include additional services that are personal to them and the deceased, the Funeral Director will assist where possible to ensure the wishes are followed through.
- Deal with all necessary paperwork required to ensure that burial or cremation can take place.
- In the event of a sudden death or unexplained death the Coroner may request a post-mortem or at a minimum insures that the cause of death is to their satisfaction. Until confirmation of same is received the funeral arrangements cannot be finalised.
- Where the deceased or cremated remains are to be transferred to another area of the country, or repatriation overseas is required, the Funeral Director will organise all necessary transfer arrangements in accordance with the family's wishes.

After-care Services

Once the funeral ceremony/burial has occurred, the Funeral Director is there to assist in all aspects of aftercare services to the bereaved family should they find the need for additional assistance. These may include;

- Supply obituary cards for use by the family
- Arrange memorial cards
- Place Acknowledgement/obituary notices in the local/national newspapers following the funeral ceremony.
- Assist in the erection of a headstone or while waiting, provide suitable markers for the graveside.
- Provide information on the local services relating to bereavement support/counselling services
- Provide information on bereavement grants/other assistance that may be available to the families

It is important to emphasise that the services outlined here will not always be provided automatically and this list is by no means exhaustive