

Medical Certificate of Cause of Perinatal Death

Births, Deaths and Marriages Registration Act 1996 & Regulations 2008

Purpose

The purpose of this form is to notify the Registrar and the funeral director (or other person arranging disposal of the deceased's body) of a perinatal death and the cause of that death or the cause of foetal death in the case of a still-birth.

This form must be:

- completed by a registered medical practitioner
- used in relation to a death of a child aged less than 28 days or a still-birth
- used in relation to a perinatal death that is not reportable to a coroner, as specified in Section 13 of the *Coroners Act 1985*
- submitted to the Registry within 48 hours of the death or still-birth.

If you are unsure whether you are required to report this death to a coroner, contact the Coroner's Office on 1300 309 519.

Definitions

To assist you to correctly complete this form, definitions and a summary of relevant legislative requirements have been provided in the section entitled 'Statutory Requirements'.

A free booklet entitled *Information Paper: Cause of Death Certification Australia* can be downloaded from the Registry's website www.bdm.vic.gov.au

Privacy and disclosure of information

The Victorian Registry of Births, Deaths and Marriages is responsible for the administration of the *Births, Deaths and Marriages Registration Act 1996*.

The information requested on this form is collected under the provisions of this Act and is the basis for the registration of a death and the issuing of a death certificate, in the case of a perinatal death, or for the confirmation of a still-birth.

This form is required in the case of a perinatal death under Section 37(1) of the Act and under Section 12(4) in the case of a still-birth. A penalty may apply if a death is not reported within 48 hours of the death or still-birth.

Information collected in this form and held in the Register may be used for statistical purposes, medical research, community planning, law enforcement and other uses provided by law. Access for approved purposes may be granted to certain government and authorised non-government agencies. Further information regarding the collection, use and access to the details provided on this form is available at www.bdm.vic.gov.au

Further information

For assistance in completing this form or general enquiries please contact the Registry on 1300 369 367 or visit www.bdm.vic.gov.au

Instructions for completing this form

- Write clearly using blue or black ink and BLOCK letters.
- To make a change on this form cross out the mistake and initial the change.
- Keep each number, letter or X within the boxes, for example:
- Press firmly when writing.
- Do not use correction fluid or tape.
- Leave answer boxes blank where you have no response or data to enter, for example:

Correct ✓

S	A	M	P	L	E
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Incorrect ✗

S	A	M	P	L	E
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Correct ✓

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Incorrect ✗

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Recognising significant life events



Births
Deaths
Marriages

VICTORIA

PART ONE – Eligibility

Note. Definitions of a still-birth, and reportable and reviewable deaths are included overleaf under ‘Statutory Requirements’.

1. Is this death a reportable or reviewable death in accordance with Section 13 of the Coroners Act 1985?

Yes - Do not complete this form. You must report this death to a coroner or an officer in charge of a police station immediately. **No**

2. Did you examine the deceased child's body after death or still-birth?

Yes - Please specify date of examination **No**

3. Were you responsible for providing medical care to the deceased child immediately before death?

Yes - Please specify date last seen alive by you **No**

4. Were you responsible for providing medical care to the mother at the birth? **Yes** **No**

5. Please advise how you can accurately state the cause of this death

Note. Select as many as appropriate.

I am the treating doctor acting on advice from another doctor who examined the deceased's body.

I have referenced the cause of death with the deceased's complete medical history.

I have detailed knowledge of the circumstances surrounding this death.

Other - Please specify

If you answered ‘No’ to these questions report this death to a coroner or an officer in charge of a police station immediately.
Do not complete this form.

PART TWO – Deceased Child's Details

6. Surname (family name) if known

7. Given name(s) if known

8. Date of birth/still-birth

9. Time of birth/still-birth

 Please include AM / PM

10. Sex of deceased Male Female Indeterminate

11. Weight at birth/still-birth Grams

12. Gestation period Weeks (best estimate)

13. Place of birth/still-birth

a) Hospital name (or other location)

b) Street no. and name

c) Suburb/Town

d) State

e) Postcode

14. Was the child one of multiple births?

Yes - What was the birth order of this child? (e.g. first of twins or second of triplets)

 of

No

PART THREE – Mother's Details

15. Surname (family name)

16. Given name(s)

17. Date of birth

18. Residential address

a) Street no. and name

b) Suburb/Town

c) State

d) Postcode

19. Daytime telephone number

20. Is the mother of Aboriginal or Torres Strait Island origin?

Yes - Please specify origin

Aboriginal
 Torres Strait Islander
 Both

 No

21. Is the deceased's father of Aboriginal or Torres Strait Island origin?

Yes - Please specify origin

Aboriginal
 Torres Strait Islander
 Both

 No

PART FOUR – Cause of Death

22.1	Description of disease or condition	Duration between onset & death
A. Disease or condition directly leading to death Note. Please specify the disease, injury or condition which led directly to the death, not only the mode of dying such as heart or respiratory failure.	a)	
	b)	
	c)	
Antecedent causes Note. If the direct cause of death as described in line a) was due to, or arose as a consequence of another disease, injury or condition, this should be reported in line b). Similarly, if the condition on line b) was due to another condition, report this on line c).	b)	
	c)	
B. Maternal conditions Note. Please specify any maternal conditions giving rise to the underlying cause of death of the child or fetus.		
22.2	Description of disease or condition	Duration between onset & death
Other significant conditions Note. Provide details of any other significant condition(s) of the child, fetus or mother contributing to the death but not related to the disease, injury or condition causing it.		

PART FIVE – Supporting Information

23. Was the child still-born?

Note. A definition of still-born is provided in leaflet under 'Statutory Requirements'.

Yes
 No

24. If the child was born alive please specify:

a) Date of death

 b) Age at death Days Hours Minutes

 c) Place of death - Hospital name (or other location)

25. Did the child breathe after birth?

Yes
 No

26. When did the child's heartbeat cease?

Please select one of the following:

a) Before labour commenced Days Hours

 b) After delivery - Date

 Time Please circle /

 c) During labour but before delivery

 d) Before delivery but not known if before or during labour

 e) Not known if before or after delivery

27. Was a post mortem examination held?

Yes
 No
 Yet to be held

28. Who is organising the disposal of the deceased child's remains?

Funeral director
 Next of kin
 Other

29. Details of the person disposing of the deceased child's remains

a) Surname (family name)

 b) Given name

 c) Street no. and name

 d) Suburb/Town

 e) State f) Postcode

 g) Daytime telephone number

 h) Funeral director's business name (if applicable)

Statutory Requirements

Births, Deaths and Marriages Registration Act 1996

Section 12. Notification of births

- (4) When notice of a still-birth is given, the responsible person must also give the Registrar a doctor's certificate, in a form approved by the Registrar, certifying the cause of foetal death.
- (5) The doctor's certificate referred to in sub-section (4) must be completed by—
 - (a) the doctor responsible for the professional care of the mother at the birth; or
 - (b) a doctor who examined the body of the still-born child after the birth.
- (6) In this section — 'responsible person' means —
 - (a) in the case of a child born in a hospital or brought to a hospital within 24 hours after birth, the chief executive officer of the hospital; or
 - (b) in any other case—
 - (i) the doctor or midwife responsible for the professional care of the mother at the birth or a doctor who examined the body of the still-born child after the birth; or
 - (ii) if no doctor or midwife was in attendance at the birth, any other person in attendance at the birth.

Section 37. Notification of deaths by doctors

- (1) A doctor who was responsible for a person's medical care immediately before death, or who examines the body of a deceased person after death, must, within 48 hours after the death, notify the Registrar of the death and of the cause of death in a form and manner approved by the Registrar and specifying any prescribed particulars.
Penalty: 12 penalty units.
- (2) When a notice is given under sub-section (1), the doctor must also give a notice in the form and manner approved by the Registrar and specifying any prescribed particulars that the death has occurred to the funeral director or other person who will be arranging for the disposal of the human remains.
Penalty: 12 penalty units.
- (3) However, a doctor is not required to give a notice under sub-section (1) or (2) if another doctor has given the required notices.
- (4) A doctor must not give a notice under sub-section (1) or (2) if a coroner or police officer is required to be notified of the death under the *Coroners Act 1985*.
Penalty: 12 penalty units.

A 'still-born' means:

A child born of at least 20 weeks gestation, or if it cannot be reliably established whether the period of gestation is more or less than 20 weeks, with a body mass of at least 400 grams at birth, that exhibits no sign of respiration or heartbeat, or other sign of life, after birth. A still-birth means the birth of a still-born child.

Coroners Act 1985

Section 13. Obligation to report death

- (1) A person who has reasonable grounds to believe that a reportable death has not been reported must report it as soon as possible to a coroner or the officer in charge of a police station.
Penalty: 10 units.
- (2) The coroner or the officer must inform the State Coroner of the reported death as soon as possible.
- (3) A doctor who is present at or after the death of a person must report the death as soon as possible to a coroner if:
 - (a) the death is a reportable death; or
 - (b) the doctor does not view the body; or
 - (c) the doctor is unable to determine the cause of death; or
 - (d) no doctor attended the person within 14 days before the death and the doctor who is present is unable to determine the cause of death from the deceased's immediate medical history.
Penalty: 10 penalty units.

- (4) If more than one doctor is present at or after a death and one of them reports it to a coroner, the other doctors need not report the death but must give to the coroner investigating the death any information which may help the investigation.
- (5) The death of a person who was held in care immediately before death must be reported as soon as possible to a coroner by the person under whose care the deceased was held.
Penalty: 10 penalty units.

Section 13A. Obligation to report reviewable death

- (1) A person who has reasonable grounds to believe that a reviewable death has not been reported to the State Coroner as a reviewable death must report it to the State Coroner as soon as possible after becoming aware of the existence of that death.
Penalty: 10 penalty units.
- (2) A doctor who is present at or after the death of a child must report the death as soon as possible to the State Coroner if the death is a reviewable death.
Penalty: 10 penalty units.
- (3) If more than one doctor is present at or after a reviewable death and one of them reports it to the State Coroner, the other doctors need not report the death but must give the State Coroner any information which may help the investigation into that death.

'Reportable death' means a death:

- (a) where the body is in Victoria; or
- (b) that occurred in Victoria; or
- (c) the cause of which occurred in Victoria; or
- (d) of a person who ordinarily resided in Victoria at the time of death—being a death—
 - (e) that appears to have been unexpected, unnatural or violent or to have resulted, directly or indirectly, from accident or injury; or
 - (f) that occurs during an anaesthetic; or
 - (g) that occurs as a result of an anaesthetic and is not due to natural causes; or
 - (h) that occurs in prescribed circumstances; or
 - (i) of a person who immediately before death was a person held in care; or
 - (iaa) of a person who immediately before death was a patient within the meaning of the *Mental Health Act 1986* but was not a person held in care; or
 - (ia) of a person under the control or care of the Secretary to the Department of Justice or a member of the police force; or
 - (ib) of a person in respect of whom a court has made a non-custodial supervision order under section 26 of the *Crimes (Mental Impairment and Unfitness to be Tried) Act 1997*; or
 - (j) of a person whose identity is unknown; or
 - (k) that occurs in Victoria where a notice under section 37(1) of the *Births, Deaths and Marriages Registration Act 1996* has not been signed; or
 - (l) that occurs at a place outside Victoria where the cause of death is not certified by a person who, under the law in force in that place, is authorised to certify that death.

'Reviewable death' means a death:

- (a) where the body is in Victoria; or
- (b) that occurred in Victoria; or
- (c) the cause of which occurred in Victoria; or
- (d) of a child who ordinarily resided in Victoria at the time of death—being a death of a second or subsequent child of a parent.

PART EIGHT – Lodgement

How to submit this form

- Send the **Purple Copy** within 48 hours of the death or still-birth to the Victorian Registry of Births, Deaths and Marriages, GPO Box 4332, Melbourne VIC 3001.
- Provide the **Pink Copy** to the funeral director or person arranging disposal of the body.
- Keep the **Green Copy** for your own records.

Checklist

- I have written clearly and in BLOCK letters.
- I have correctly provided all relevant cause of death details as required in Part Four of this form.
- I have provided my MPBV registration number at Question 37.
- I have initialled any changes made on the form.
- I have signed the Declaration in Part Seven.

SAMPLE

To order additional forms please complete the Medical Certificate Cause of Death order form available at www.bdm.vic.gov.au

Victorian Registry of Births, Deaths and Marriages

Postal address GPO Box 4332, Melbourne VIC 3001

General enquiries 1300 369 367 (8.30AM - 4.30PM, Monday to Friday, except public holidays)

Website www.bdm.vic.gov.au



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