

Healthcare Improvement Scotland DCRS	苏格兰医疗改善机构 (Healthcare Improvement Scotland) 死亡证明审查服务 (DCRS)
A Guide to Death Certification Review in Scotland	苏格兰的死亡证明审查指南
What this leaflet is about	这份宣传单的标题
This leaflet explains:	这份宣传单解释了:
<ul style="list-style-type: none"> the role of the Death Certification Review Service (DCRS), which is part of Healthcare Improvement Scotland 	<ul style="list-style-type: none"> 死亡证明审查服务 (简称 DCRS) 的职能, 该服务是苏格兰医疗改善机构的一部分
<ul style="list-style-type: none"> the levels of review that may be carried out 	<ul style="list-style-type: none"> 可能进行的审查级别
<ul style="list-style-type: none"> how a review may affect funeral arrangements, and 	<ul style="list-style-type: none"> 审查可能会对葬礼安排造成何种影响, 以及
<ul style="list-style-type: none"> how an advance registration can be requested in special circumstances 	<ul style="list-style-type: none"> 在特殊情况下如何申请预先登记
Background	背景
When someone dies, a doctor in attendance will, if possible, give a cause of death and complete a form called a Medical Certificate of Cause of Death (MCCD). This is also known as Form 11. The person's family or friend has to then inform the local council about the death. This is called registering the death.	当有人去世时, 如果可能的话, 到场的医生会给出死因, 并填写一份被称为“死因医学证明” (Medical Certificate of Cause of Death, 简称 MCCD) 的表格。这也被称为表格 11。然后, 该死者的家人或朋友必须将死亡通知地方议会。这被称为死亡登记。
If you are registering a death, you need to take the MCCD to a council registrar. A death cannot be registered without the MCCD. A death may be registered in any registration office in Scotland. You have 8 days from the date of death to do this. You usually need an appointment to register a death so you should contact your local registration office as soon as possible. Once registration is complete, you will be given a Certificate of Registration of Death (Form 14). You need this form before a burial or cremation can go ahead.	如果您正在进行死亡登记, 您需要将死因医学证明 (MCCD) 带给议会登记员。没有死因医学证明, 就无法登记死亡。可以在苏格兰的任何登记处登记死亡。您应在死亡日期的 8 天内进行登记。您通常需要预约登记死亡, 所以您应该尽快联系当地的登记处。一旦完成登记后, 您将获得死亡登记证明 (表格 14)。您需要这份表格才能进行埋葬或火葬。
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Review in Scotland	
The Death Certification Review Service	死亡证明审查服务
About one in seven MCCDs are randomly selected for review by DCRS. These reviews are designed to check the quality and accuracy of MCCDs and to improve how information about the cause of death is recorded. There are two types of review, Level 1 and Level 2. We aim to complete Level 1 reviews within 24 hours. Level 2 reviews may take up to 3 days to complete.	死亡证明审查服务 (DCRS) 会随机选择七分之一的死因医学证明 (MCCD) 进行审查。这些审查旨在检查 MCCD 的质量和准确性, 并改进有关死因信息的记录方式。有两种类型的审查: 第 1 级和第 2 级。我们的目标是在 24 小时内完成第 1 级审查。第 2 级审查可能需要最多 3 天完成。
Reviews are carried out by a team of medical reviewers who are all experienced doctors. There are three possible outcomes of the review:	审查由一支经验丰富的医生所组成的医学审查员团队进行。审查有三种可能的结果:
• No changes required	• 无需更改
• An email amendment is required	• 需要通过电子邮件修改
• A replacement MCCD is required	• 需要重发一份死因医学证明 (MCCD)
If the MCCD is changed after the review, the registrar will let you know what these changes are.	如果在审查后修订了 MCCD, 则登记员会告知您这些更改的内容。
Level 1/Level 2	第 1 级/ 第 2 级
[From top of flowchart going clockwise] MCCD selected for review	[从流程图顶部顺时针方向] MCCD 被选择进行审查
Level 2 review	第 2 级审查
Usually complete within 3 working days	通常在 3 个工作日内完成
DCRS advises Registrar of the outcome of review	DCRS 将审核结果告知登记员
Registrar completed registration and issues Form 14	登记员完成登记并出具表格 14
Funeral plans can be finalised	可以最终确定葬礼计划
Registrar informs the family of the outcome of the review	登记员将审查结果通知家属
Usually complete within 1 working day	通常在 1 个工作日内完成
Level 1 review	第 1 级审查
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Investigation of a death by the Procurator Fiscal	地方检察官对死亡的调查
Deaths that are reported to the Procurator Fiscal are not	DCRS 不会审查向地方检察官报告的死亡。

reviewed by DCRS.	
More information on how the Procurator Fiscal is involved in the investigation of deaths can be found at: www.copfs.gov.uk/about-copfs/our-role-in-investigating-deaths/	有关地方检察官如何参与死亡调查的更多信息，请访问： www.copfs.gov.uk/about-copfs/our-role-in-investigating-deaths/
How this may affect you	这对您可能有什么影响
If the death you are registering is selected for review, you might not be able to register the death right away. The registrar will tell you about the review and how long this may take. The registrar will let you know when the review is complete. You can start making funeral arrangements while the review is happening. However, the funeral cannot take place until the review is finished and you have been given a Certificate of Registration of Death (Form 14). You can collect the Form 14 from the registrar or have it sent to you or to the person arranging the funeral. Signature pads in registrars' offices may be used so informants do not need to re-attend to collect the Form 14 in person. If you need the funeral to go ahead quickly, you can apply for advance registration.	如果您正在登记的死亡被选中进行审查，您可能无法立即登记死亡。登记员会告诉您有关审查的信息，以及这可能需要多长时间。登记员会在审查完成后通知您。您可以在审查期间开始进行葬礼安排。然而，在审查结束并且您已获得死亡登记证明（表格 14）之前，您不能举行葬礼。您可以从登记员处领取表格 14，或让登记员将表格寄给您或安排葬礼的人。可以使用登记员办公室的签名板，这样提供信息者便无需再次前往亲自领取表格 14。如果您需要尽快举行葬礼，您可以申请预先登记。
Advance Registration	预先登记
Advance registration allows the funeral to be carried out before the review of the MCCD is complete. Applications for advance registration will be considered in special circumstances such as:	预先登记允许在完成对 MCCD 的审查之前举行葬礼。将在特殊情况下考虑预先登记的申请，例如：
• religious or cultural reasons (such as faith requirements to bury a person's body quickly)	• 宗教或文化原因（如信仰要求迅速埋葬遗体）
• compassionate reasons (where delays would cause significant and unnecessary distress), or	• 富有同情心的原因（当延误会导致重大和不必要的痛苦时），或
• practical or administrative	• 实际或行政原因（例如，家人已从国

reasons (for example, family have travelled from abroad to attend the funeral).	外前来参加葬礼)。
The registrar will help you apply for an advance registration at the time you go to register the death. The medical reviewer will assess your request for advance registration, along with the content of the MCCD. DCRS will usually be able to confirm within two hours if your application has been approved. We recommend that registrars call DCRS before making an advance registration request in case the review is already nearing completion.	登记员将在您去登记死亡时帮您申请预先登记。医学审查员将评估您的预先登记请求以及 MCCD 的内容。如果您的申请获得批准，DCRS 通常可在两小时内确认。我们建议登记员在提交预先登记请求之前致电 DCRS，因为有可能审核已将要完成。
Reasons that an advance registration may be turned down can include the following.	预先登记可能被拒绝的原因可包括以下情况。
<ul style="list-style-type: none"> • The review is very nearly complete and will not be speeded up by an advance registration. 	<ul style="list-style-type: none"> • 审查几乎马上就要完成，预先登记不会加快审查的速度。
<ul style="list-style-type: none"> • The death needs to be reported to the Procurator Fiscal. 	<ul style="list-style-type: none"> • 死亡需要向地方检察官进行报告。
<ul style="list-style-type: none"> • The MCCD needs substantial corrections and will need to be changed. 	<ul style="list-style-type: none"> • MCCD 需要进行大量更正，并将需要进行更改。
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When an advance registration is approved, the review of the MCCD is still carried out by the medical reviewer. Sometimes this results in the extract from the register of deaths (commonly referred to as the death certificate) being changed to be more accurate. If this happens, the registrar will let you know that the original document has been recalled and the new one needs to be collected.	当预先登记被批准时，医学审查员将仍然进行 MCCD 的审查。有时这会使死亡注册表（通常被称为死亡证明）中的摘录被修改得更准确。如果发生这种情况，登记员会通知您原始文件已被召回，并需要领取新文件。
For more information about DCRS visit our website or contact us:	欲获得有关 DCRS 的更多信息，请访问我们的网站或联系我们：
www.healthcareimprovementscotland.scot/inspections-reviews-and-regulation/death-certification-	www.healthcareimprovementscotland.scot/inspections-reviews-and-regulation/death-certification-

review-service-dcrs/	review-service-dcrs/
email: his.dcrs@nhs.scot	电子邮件: his.dcrs@nhs.scot
Telephone: 0300 123 1898	电话: 0300 123 1898
Death Certification Review Service	死亡证明审查服务 苏格兰医疗改善机构
Healthcare Improvement Scotland Death Certification Review Service Delta House West Nile Street Glasgow G1 2NP	Delta House West Nile Street Glasgow G1 2NP
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