

# First Steps When a Death Occurs

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## Immediately:

- In a hospital or nursing home, ask the staff to call the funeral home
- Sign a release form to allow your funeral home to transfer the deceased
- At home, if hospice is providing care, call the hospice nurse
- At home, if there's no hospice program, call the local police department (non-emergency number)

## Then:

### (1) Call the funeral home:

- Arrange transportation of the deceased to the funeral home
- Make an appointment, to make funeral arrangements

### (2) Call the rabbi:

- Make an appointment, to plan the funeral service
- This call can wait until daytime, if the death occurs at night

### (3) Meet with the funeral director:

- The director will help you make decisions about the funeral service and burial. This includes choosing a casket, cemetery, clergy and date and location of the service. He/she coordinates scheduling the service.
- You will provide information for the death certificate and burial permit, such as the person's social security number, doctor's name, parents' name and birthplace

### (4) Notify family members and friends:

- They will want to know the date, time and place of the service. Do not set a date or time without working through the funeral director first.

# The Team

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## Funeral Director / Funeral Home

- Transfers the deceased to the funeral home to prepare for burial, cremation or travel
- Coordinates with family, clergy and cemetery to schedule funeral service
- Works with the attending physician to get causes of death for the original death certificate
- Gets the required permit for burial or cremation
- Orders certified copies of death certificates for the family
- Directs the funeral service
- May provide bereavement counseling
- Supplies the casket, shiva candle, shrouds if desired, and other items you might want

## Clergy

- Helps you plan the content of the funeral, including eulogy
- Officiates at the funeral
- May provide bereavement counseling

## Cemetery

- Sells burial space
- Prepares the grave for burial at the time of need
- Files records with the county
- May sell markers
- Covers the marker for the unveiling

## Attending Physician

- Provides causes of death and other medical information for the death certificate, by fax, to the funeral home
- Signs the death certificate by fax or phone, through the state's electronic registration system

## Resources for Temple Sinai Members

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### **Emergency Contact**

Temple Office (510) 451-3263

Clergy Emergency Line (510) 463-4740

### **Jewish Funeral Home**

Sinai Memorial Chapel, Lafayette (925) 962-3636

### **Grief Support**

Jewish Family & Children's

Services of the East Bay (510) 704-7475

Bay Area Jewish Healing Center (415) 750-4197