



SUDDEN DEATH (F13) E-FORM

SOUTH WALES POLICE / GWENT POLICE

V2.2 May 2021

Contents

Why the change?

Benefits of the new e-form

Overview of the new e-form and how to complete

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Sudden Death e-form



Why the change?

Transforming the way we work

Digitising existing forms

Saving time and resources

Sudden Death e-form



What are the benefits?

Accessible on both mobile and laptop via iPatrol

Professional image of the service

Better quality of data – everything needed first time

Reducing duplication and losses

Helping emotional wellbeing for family

E-form goes straight to coroners

Sectional/scripted approach to help you

Quick and easy!

Sudden Death e-form



Overview of the e-form

Two versions: Laptop and mobile (android)

Laptop and mobile (android) versions are the same, this guide will reflect the mobile version

Same icon for both 

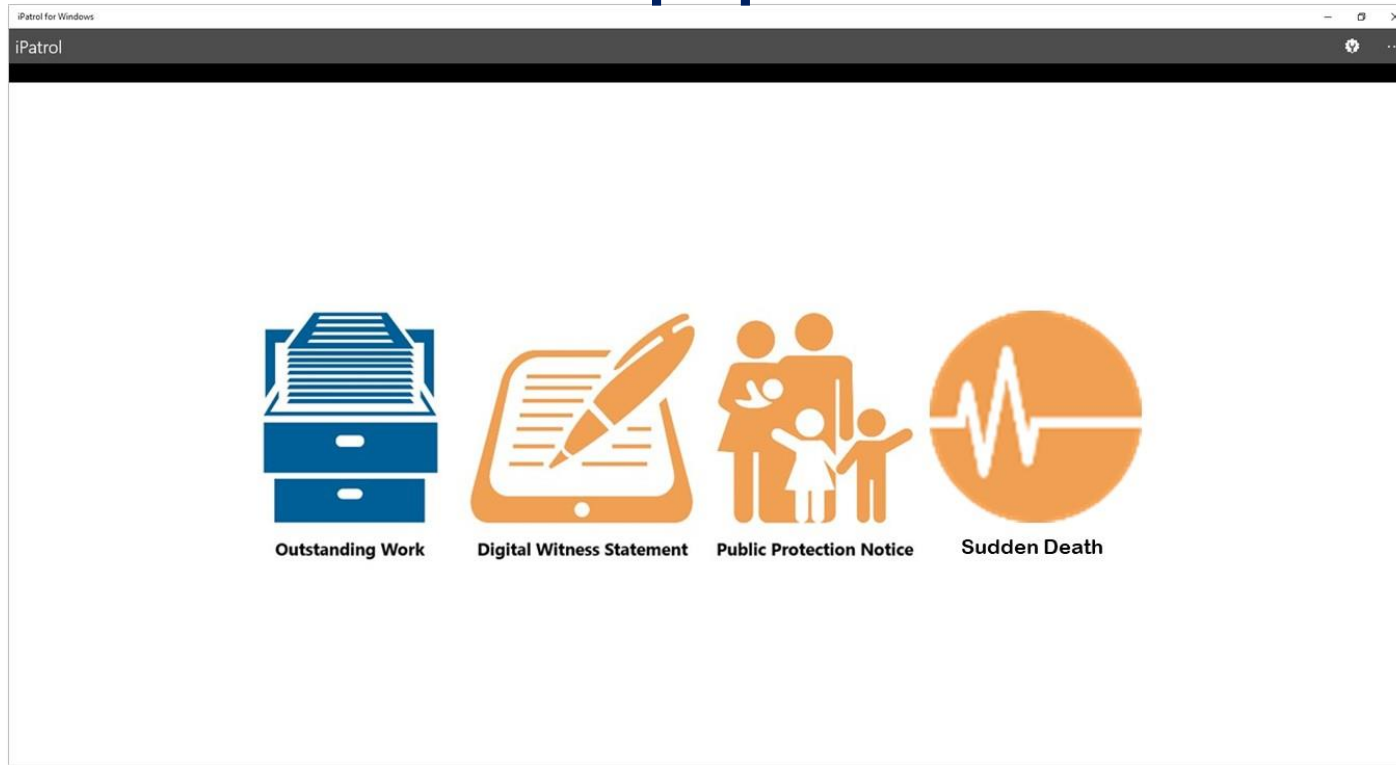
Step-by-step walk through of the new form and how to complete it

Look out for tips! 

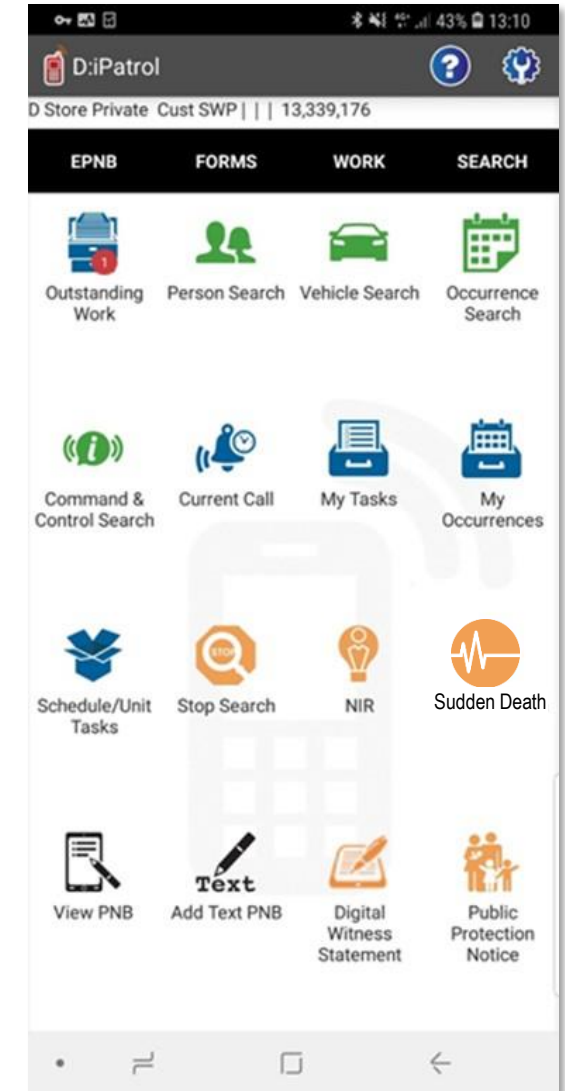


Where to find the e-form

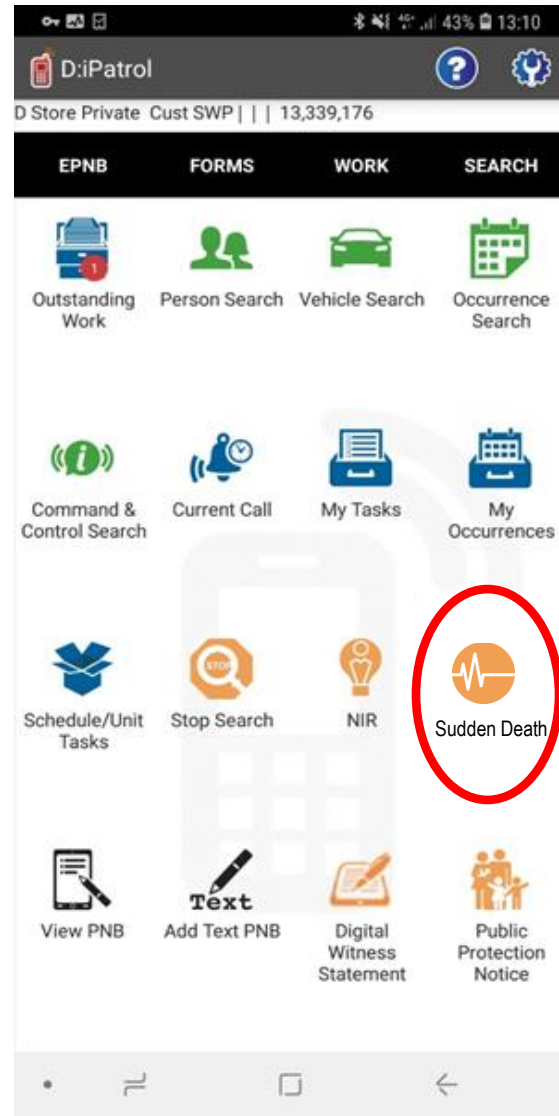
Laptop



Mobile (android)



Accessing the e-form



The screenshot shows the 'Sudden Death Form' entry screen. At the top, the status bar displays 'Sudden Death Form'. Below this is a navigation bar with a back arrow, a home icon, and a settings icon. The main area contains the text 'Please enter a name for this report' and a text input field labeled 'Enter Report Name .i.e. person's name'. To the right of the input field is a 'NEXT' button. An orange arrow points from the 'Sudden Death' icon in the previous screenshot to the input field. A red box highlights the input field with the text: 'This will allow the Sudden Death Form to be automatically saved in Outstanding Work'.



SDF App Menu

13:30

iPatrol

REPORT OF SUDDEN DEATH AND NOTES OF GUIDANCE

- If you think life COULD still exist attempt to preserve it and call an ambulance
- Recognition of life extinct (ROLE) must be pronounced by a Paramedic, Ambulance staff or a Doctor before removal to a mortuary. OFFICER DEALING MUST ENSURE ROLE FORM SUBMITTED WITH F13
- Establish identity; arrange for relatives to be traced and informed; NEVER inform by telephone.
- Ensure safety of personal property; including any on the body or in the clothing and enter all property seized into the property system at the Police Station.
- Have body removed to a mortuary; Ensure body tagged before removal authorised by a Supervisor implement the body tagging procedure
- Complete the F13 Notice of Death as fully as possible; scan onto niche occurrence and e mail to the relevant Coroner's Office immediately; original to be delivered as soon as possible.
- Tell family to contact Coroner's Officer at the first opportunity (weekdays)

OK

Guidance

←

?

Guidance

📄

Sudden Death Form

ID

Formal Identification Follow-up Form

≡

Incident Details

Details

Person Deceased Details

Circumstances of Discovery / Concern

Location Of Death

Health / Medical Issues

Last Seen, Spoken To, or Communicated With

Next of Kin

Formal Identifier Person Details

Undertaker / Mortuary

Property Details

Coroner and Supervisor Details

7

8

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10

11

SDF

1

2

3

4

5

6

DevSDF TEST

Details of previous Sudden Death form submission

ENTER DETAILS

Details of Previous SDF Submitted

Incident Details

Person Deceased Details

Formal Identifier Person Details

Coroner and Supervisor Details

DevSDF TEST

Report to HM Coroner of a Sudden Death

CONTROL WORKS

OFFICER COMPLETING

OTHER INFORMATION

DATE & TIME OF REPORT

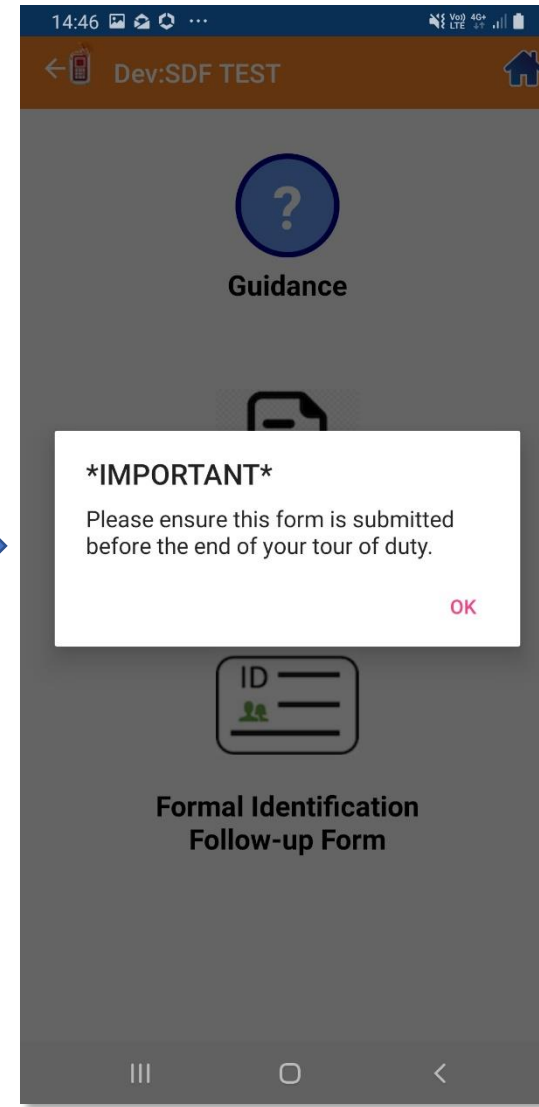
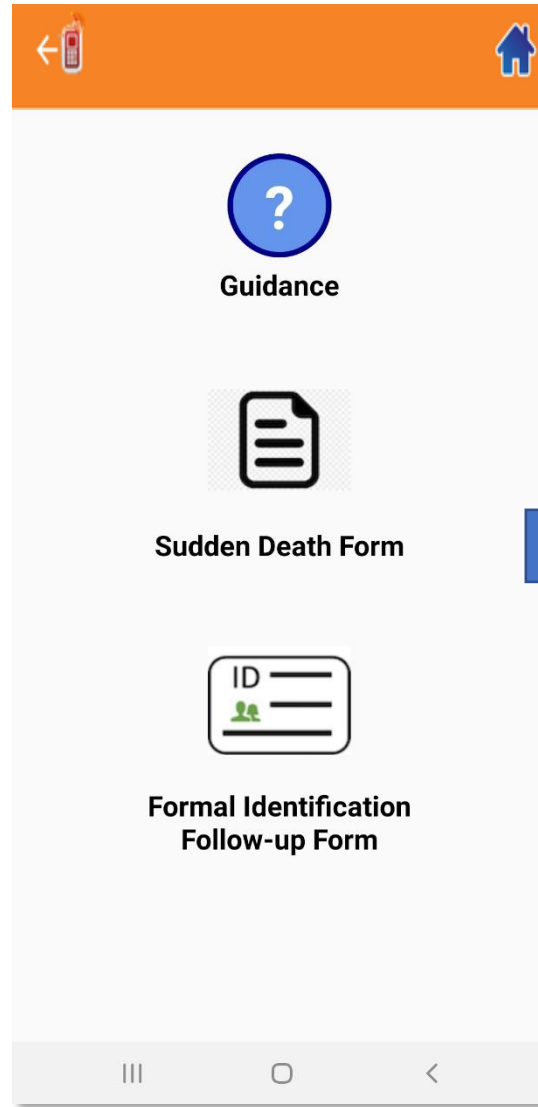
BACK

NEXT

ID follow-up



Starting the SDF



The form, like other iPatrol forms, will save progress but you must remember to submit before the end of your tour of duty



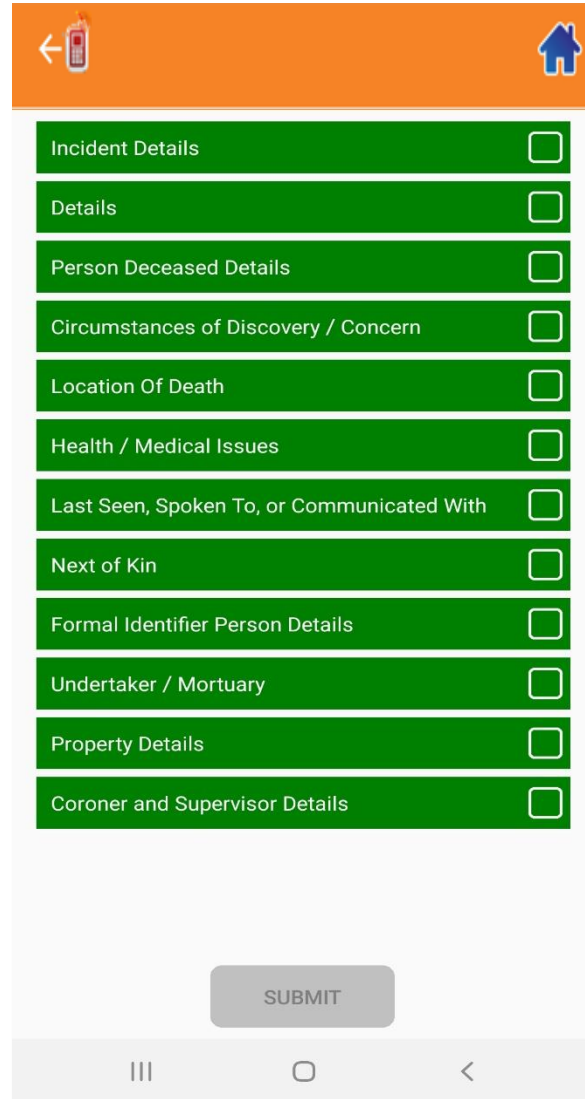
SDF Form Menu

Form Menu

This is the SDF form menu where you can complete each section as appropriate.

There is no order you have to complete the form, allowing you to dip in and out of each section as information becomes available to you.

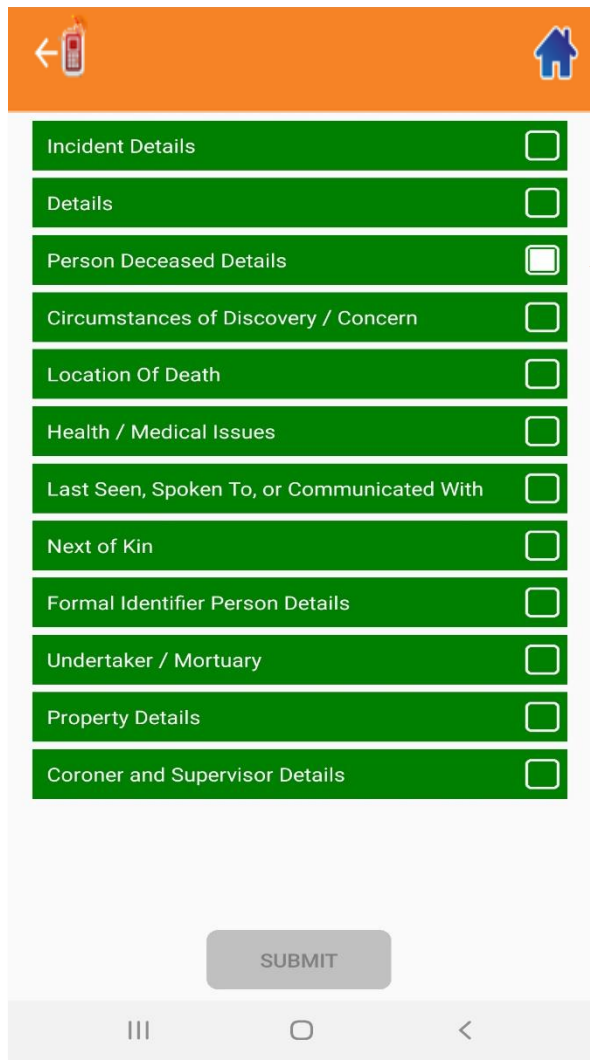
You can of course still complete each section from top to bottom if you can and prefer to do so.



The form, like other iPatrol forms, will save progress but you must remember to submit before the end of your tour of duty



SDF Form Menu



Section	Status
Incident Details	☐
Details	☐
Person Deceased Details	☒
Circumstances of Discovery / Concern	☐
Location Of Death	☐
Health / Medical Issues	☐
Last Seen, Spoken To, or Communicated With	☐
Next of Kin	☐
Formal Identifier Person Details	☐
Undertaker / Mortuary	☐
Property Details	☐
Coroner and Supervisor Details	☐

SUBMIT

Incomplete sections

If you have started a section of the form and saved it, but have not completed it, you will see the white square highlighting this



SDF Form Menu

Incident Details ☐

Details ☐

Person Deceased Details ☒

Circumstances of Discovery / Concern ☐

Location Of Death ☐

Health / Medical Issues ☐

Last Seen, Spoken To, or Communicated With ☐

Next of Kin ☐

Formal Identifier Person Details ☐

Undertaker / Mortuary ☐

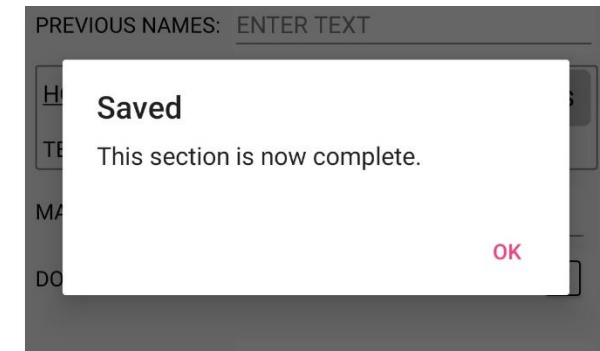
Property Details ☐

Coroner and Supervisor Details ☐

SUBMIT

Completed sections

If you have completed the mandatory questions and saved a section you will see the following prompt:



The form menu will mark the section as complete and it will have a tick highlighting this





A mobile application interface for a form. The top bar is orange with a back arrow, a mobile phone icon, a document icon, and a home icon. Below the bar is a list of 12 green rectangular buttons, each with a white checkbox on the right. The buttons are labeled: Incident Details, Details, Person Deceased Details, Circumstances of Discovery / Concern, Location Of Death, Health / Medical Issues, Last Seen, Spoken To, or Communicated With, Next of Kin, Formal Identifier Person Details, Undertaker / Mortuary, Property Details, and Coroner and Supervisor Details. At the bottom of the list is a grey 'SUBMIT' button. The bottom of the screen shows a white bar with three icons: a hamburger menu, a circle, and a back arrow.

Section	Checkbox
Incident Details	☐
Details	☐
Person Deceased Details	☐
Circumstances of Discovery / Concern	☐
Location Of Death	☐
Health / Medical Issues	☐
Last Seen, Spoken To, or Communicated With	☐
Next of Kin	☐
Formal Identifier Person Details	☐
Undertaker / Mortuary	☐
Property Details	☐
Coroner and Supervisor Details	☐

SUBMIT

Notes

Notes

You can tap on the icon at any point throughout the form to take notes



These will be saved in your EPNB



Incident/linking occurrence



Report to HM Coroner of a Sudden Death

OCC. NUMBER: LINK OCCURRENCE

BCU / OIC UNIT: ENTER UNIT

OFFICER COMPLETING:

OFFICER COMPLETING

(If not OIC please identify in Other information below)

OTHER INFORMATION:

ENTER TEXT

DATE & TIME OF REPORT:

 23/02/2021 13:47

BODY WORN VIDEO ACTIVE:

SELECT



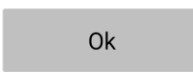




OCC. NO:

Occurrence File No (10 digits)

Enter occurrence number







DETAILS INVOLVES REPORT TASKS/FI

Dispatch type: Public Safety/Welfare

Occ. type:

Source: Ambulance service originated

CAD Priority: 3

Reported Time: 10/02/2020 08:37

Occ. Between: 10/02/2020 08:38-10/02/2020 08:38

Status: New

Status Date:

Summary:

Sudden Death Roy Helm 28/07/66







INCIDENT DETAILS

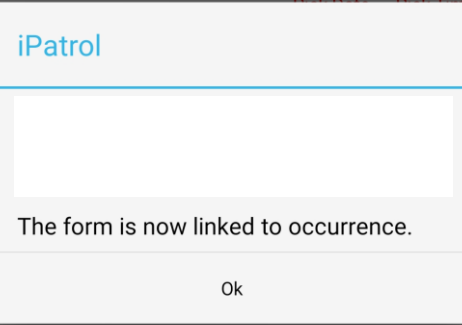
OFFICER ENCOUNTER WITH PATIENT:

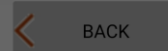
2. During contact in public place

OCC. NUMBER: 2000041064

ENTERED TIME: Pick Date... Pick Time

TIME OF ARRIVAL AT INCIDENT:









If BWV not active,
explain why





Page title



Details

You can work through each section of the form, filling in the details where **red is mandatory** & **black is if known** and also using the **drop-down fields**

You can freely navigate through the form by tapping the **green menu button**, or **save button** when complete, without losing your work

The image shows a mobile application interface for a 'Details' form. The top bar is orange with a back arrow and a home icon. The form is titled 'DETAILS' in bold black text. It contains several sections with red text labels: 'ENTRY FORCED:' with a 'SELECT' dropdown; 'DATE & TIME DECEASED FOUND:' with 'Pick Date' and 'Pick Time' buttons; 'FOUND BY:' with an 'ENTER TEXT' field; a note '(Please include name, rank and collar number if deceased found by police officer)'; 'RECOGNITION OF LIFE EXTINGUISHED (ROLE)' with 'WHO:' and 'NAME:' fields, each with a 'SELECT' or 'ENTER TEXT' input; 'ID NUMBER:' with an 'ENTER TEXT' field; 'ORGANISATION:' with an 'ENTER TEXT' field; 'DATE AND TIME DECLARED:' with 'Pick Date' and 'Pick Time' buttons; and 'NOK INFORMED OF DEATH:' with a 'SELECT' dropdown. At the bottom, there is a green menu button with three horizontal lines and a grey 'SAVE' button. The bottom of the screen shows a standard Android navigation bar with three icons.





Person Deceased Details

If not known, you can continue completing the sections of the form without having to add a person

PERSON DECEASED DETAILS

ARE DETAILS OF DECEASED KNOWN?

SELECT

SAVE



PERSON DECEASED DETAILS

ARE DETAILS OF DECEASED KNOWN? Yes

NAME OF PERSON DECEASED:

ADD PERSON

PREVIOUS NAMES: ENTER TEXT

HOME ADDRESS EDIT ADDRESS

MARITAL STATUS: SELECT

DOB: Pick Date X

PLACE OF BIRTH: ENTER TEXT

GENDER: ENTER TEXT

ETHNICITY: SELECT

RELIGION ENTER TEXT

SAVE

On pressing **Add Person** the app will search Niche for the person.

If the person exists in Niche the user can link that person
If the person does not exist in Niche the user can create them.*

Date of birth will auto-populate

*** You must have a live connection/good signal and Mobility to create a person (see following page)**





Creating a Person

No such host is known

OCC. NO:
2000293760

OK

*** You must have a live connection/good signal and Mobility to create a person**

If the person does not exist in Niche the user can create them as normal

However to prevent the duplication of person data in Niche, where poor signal may prevent a successful search and finding the data that does already exist, you will only be able to create a person with a live connection, whether 4G or WiFi, Mobility connected, and a live connection to Niche

With a live connection to Niche the data will either be found, or confirmed as not existing and therefore you can create the new person

If you do not have a live connection you will see the error and will not be able to create a person

On this same basis you will not be able to input address information





Circumstances

Page help!



Complete the details regarding circumstances

You can work through each section of the form, filling in the details where **red is mandatory** & **black is if known** and also using the **drop-down fields**

You can freely navigate through the form by tapping the **green menu button**, or **save button** when complete, without losing your work





Location of Death

The image shows a mobile application interface for a 'Location of Death' form. The app has an orange header bar with a back arrow and a home icon. The form is titled 'LOCATION OF DEATH' and 'LOCATION DETAILS'. It contains several sections with red text indicating mandatory fields and black text indicating fields to be filled if known. The sections include: 'DID THE DECEASED DIE AT THEIR HOME ADDRESS?' with a 'SELECT' button; a text input field; 'SCENE:' with a 'SELECT' button; 'SPECIFY LOCATION E.G. BEDROOM, KITCHEN:' with an 'ENTER TEXT' input field; 'TEMPERATURE OF SCENE:' with a 'SELECT' button; 'HEATING APPLIANCE NEARBY:' with a 'SELECT' button; 'APPLIANCE STATUS:' with a 'SELECT' button; 'APPLIANCE TYPE:' with an 'ENTER TEXT' input field; 'LIGHTS (IF INSIDE):' with a 'SELECT' button; 'CURTAINS (IF INSIDE):' with a 'SELECT' button; and 'SCENE PHOTOGRAPHED:' with a 'SELECT' button. At the bottom, there is a green menu button and a grey 'SAVE' button. The app is running on an Android device, as indicated by the navigation bar at the bottom.

LOCATION OF DEATH

LOCATION DETAILS

DID THE DECEASED DIE AT THEIR HOME ADDRESS? **SELECT**

SCENE: **SELECT**

SPECIFY LOCATION E.G. BEDROOM, KITCHEN: **ENTER TEXT**

TEMPERATURE OF SCENE: **SELECT**

HEATING APPLIANCE NEARBY: **SELECT**

APPLIANCE STATUS: **SELECT**

APPLIANCE TYPE: **ENTER TEXT**

LIGHTS (IF INSIDE): **SELECT**

CURTAINS (IF INSIDE): **SELECT**

SCENE PHOTOGRAPHED: **SELECT**

SAVE

Complete the details regarding location and also if possible further details in this section to assist the Coroner's office, such as the scene details

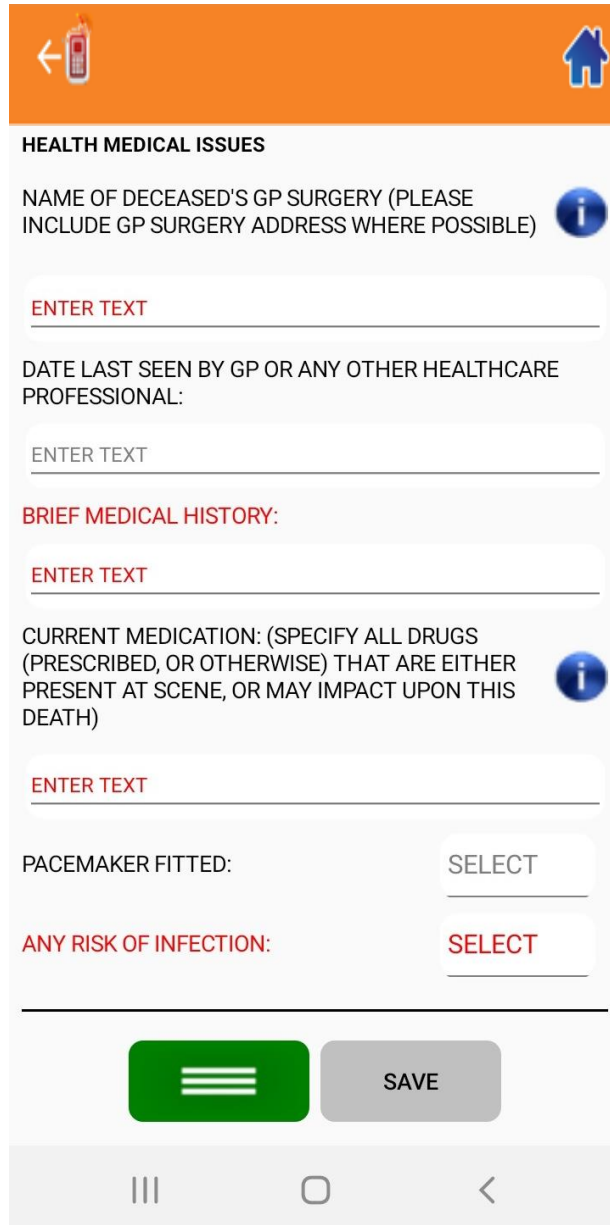
You can work through each section of the form, filling in the details where **red is mandatory** & **black is if known** and also using the **drop-down fields**

You can freely navigate through the form by tapping the **green menu button**, or **save button** when complete, without losing your work





Health & Medical Issues



The screenshot shows a mobile application interface for a form titled "HEALTH MEDICAL ISSUES". At the top, there is an orange header bar with a back arrow and a home icon. Below the header, the form contains several sections: "NAME OF DECEASED'S GP SURGERY (PLEASE INCLUDE GP SURGERY ADDRESS WHERE POSSIBLE)" with an information icon and a text input field labeled "ENTER TEXT"; "DATE LAST SEEN BY GP OR ANY OTHER HEALTHCARE PROFESSIONAL:" with a text input field labeled "ENTER TEXT"; "BRIEF MEDICAL HISTORY:" with a text input field labeled "ENTER TEXT"; "CURRENT MEDICATION: (SPECIFY ALL DRUGS (PRESCRIBED, OR OTHERWISE) THAT ARE EITHER PRESENT AT SCENE, OR MAY IMPACT UPON THIS DEATH)" with an information icon and a text input field labeled "ENTER TEXT"; "PACEMAKER FITTED:" with a "SELECT" button; and "ANY RISK OF INFECTION:" with a "SELECT" button. At the bottom of the form, there is a green menu button with three horizontal lines and a grey "SAVE" button. The bottom of the screen shows a standard Android navigation bar with three icons.



Page help!

Complete the details regarding health, medical issues, GP information and other details

You can work through each section of the form, filling in the details where **red is mandatory** & **black is if known** and also using the **drop-down fields**

You can freely navigate through the form by tapping the **green menu button**, or **save button** when complete, without losing your work





Health & Medical Issues

←

HEALTH MEDICAL ISSUES

NAME OF DECEASED'S GP SURGERY (PLEASE INCLUDE GP SURGERY ADDRESS WHERE POSSIBLE)

ENTER TEXT

DATE LAST SEEN BY GP OR ANY OTHER HEALTHCARE PROFESSIONAL:

ENTER TEXT

BRIEF MEDICAL HISTORY:

ENTER TEXT

CURRENT MEDICATION: (SPECIFY ALL DRUGS (PRESCRIBED, OR OTHERWISE) THAT ARE EITHER PRESENT AT SCENE, OR MAY IMPACT UPON THIS DEATH)

ENTER TEXT

PACEMAKER FITTED:

ANY RISK OF INFECTION:

||| ○ <



ENTER TEXT

iPatrol

1) Any drugs, medicines or harmful substances either present at the scene of death, or considered to impact this death, must be documented on the F13 and their recovery considered.

2) Any suggestion of the involvement of Insulin in the death MUST be referred to an SIO immediately.

OK

PACEMAKER FITTED:

Complete the details regarding current medication

The page help here provides advice and guidance and also confirms the action required where there is suggestion of the involvement of insulin

You can work through each section of the form, filling in the details where **red is mandatory** & **black is if known** and also using the **drop-down fields**

You can freely navigate through the form by tapping the **green menu button**, or **save button** when complete, without losing your work





Last Seen, Spoken to, or Communicated with



LAST SEEN, SPOKEN TO, OR COMMUNICATED WITH

IS THIS PERSON THE SAME AS THE NEXT OF KIN (NOK) OR FORMAL IDENTIFIER?
SELECT

PERSON DETAILS

TITLE: SELECT

FORENAME(S): ENTER TEXT

SURNAME: ENTER TEXT

ADDITIONAL / PREVIOUS NAMES:
ENTER TEXT

ADDRESS  EDIT ADDRESS

TELEPHONE / CONTACT DETAILS:

DAYTIME: ENTER TEXT

EVENING: ENTER TEXT

 SAVE



Complete the details regarding communications

Please also consider social media and other communications such as text, etc

You can work through each section of the form, filling in the details where **red is mandatory** & **black is if known** and also using the **drop-down fields**

You can freely navigate through the form by tapping the **green menu button**, or **save button** when complete, without losing your work





NOK Known

Mobile app interface for 'Next of Kin' form. The header is orange with a back arrow and a home icon. The main section is titled 'NEXT OF KIN' and contains the question 'IS NOK KNOWN?'. A 'SELECT' button is visible on the right. At the bottom, there is a green menu button and a grey 'SAVE' button. The bottom navigation bar shows three icons: a list, a home, and a back arrow.

Select **yes** in the **drop-down field** then complete the person details

You can work through each section of the form, filling in the details where **red is mandatory** & **black is if known** and also using the **drop-down fields**

You can freely navigate through the form by tapping the **green menu button**, or **save button** when complete, without losing your work



Mobile app interface for 'Next of Kin' form, showing the completed state. The header is orange with a back arrow and a home icon. The main section is titled 'NEXT OF KIN' and contains the question 'IS NOK KNOWN?'. The answer 'Yes' is selected in a drop-down field. Below this is the 'PERSON DETAILS' section, which includes fields for 'TITLE:' (SELECT), 'FORENAME(S):' (ENTER TEXT), 'SURNAME:' (ENTER TEXT), and 'ADDITIONAL / PREVIOUS NAMES:' (ENTER TEXT). There is a section for 'NEXT OF KIN ADDRESS' with a location pin icon and an 'EDIT ADDRESS' button. Below that is the 'DOB:' field with a date picker icon and a 'Pick Date' button. The 'RELATIONSHIP TO DECEASED:' field is labeled 'ENTER TEXT'. The 'TELEPHONE / CONTACT DETAILS:' field is also labeled 'ENTER TEXT'. At the bottom, there is a green menu button and a grey 'SAVE' button. The bottom navigation bar shows three icons: a list, a home, and a back arrow.





NOK Not Known

Mobile app interface for 'Next of Kin' form. The header is orange with a back arrow and a home icon. The main content area is white with the title 'NEXT OF KIN' and the question 'IS NOK KNOWN?'. A 'SELECT' button is visible on the right. At the bottom, there is a green menu button and a grey 'SAVE' button. The bottom navigation bar shows three icons: a list, a home, and a back arrow.

Select **no** in the **drop-down field** then complete the details for the steps being taken to identify NOK

You can work through each section of the form, filling in the details where **red is mandatory** & **black is if known** and also using the **drop-down fields**

You can freely navigate through the form by tapping the **green menu button**, or **save button** when complete, without losing your work



Mobile app interface for 'Next of Kin' form, showing the 'No' selection for 'IS NOK KNOWN?'. The 'STEPS BEING TAKEN TO IDENTIFY NEXT OF KIN?' section is visible with a text entry field labeled 'ENTER TEXT'. The bottom navigation bar remains the same as the initial state.





Formal Identifier

- Known

Select **yes** in the **drop-down field** then complete the details

As per the physical form, it will now need to be signed in the signature box further down the page

You can work through each section of the form, filling in the details where **red is mandatory** & **black is if known** and also using the **drop-down fields**

You can freely navigate through the form by tapping the **green menu button**, or **save button** when complete, without losing your work





Formal Identifier

- Known

Tap **signature** to bring up the statement form and signature box to be signed

Tap **OK**

You can work through each section of the form, filling in the details where **red is mandatory** & **black is if known** and also using the **drop-down fields**

You can freely navigate through the form by tapping the **green menu button**, or **save button** when complete, without losing your work






Formal Identifier – Not Known

Select **no** in the **drop-down field** then complete the details

You can work through each section of the form, filling in the details where **red is mandatory** & **black is if known** and also using the **drop-down fields**

You can freely navigate through the form by tapping the **green menu button**, or **save button** when complete, without losing your work





Undertaker / Mortuary

UNDERTAKER / MORTUARY

NAME OF UNDERTAKER REMOVING DECEASED:

ENTER TEXT

CONTACT DETAILS:

ENTER TEXT

WRISTBAND AND ANKLE BAND TAGGED: SELECT

BODY SEARCHED: (Consider/discuss with CSI before disturbing body)

SELECT

ANY VALUABLES REMOVED: SELECT

NAME & COLLAR NUMBER OF OFFICER SEARCHING DECEASED:

ENTER TEXT

MORTUARY WHERE DECEASED WILL BE(OR HAS BEEN) TAKEN:

ENTER TEXT

BURIAL OR CREMATION: SELECT

ADDITIONAL INFORMATION:

SAVE

Complete the details regarding the undertaker and mortuary

SWP OFFICERS ONLY are required to complete band tag details – **GWP OFFICERS** select **N/A**

You can work through each section of the form, filling in the details where **red is mandatory** & **black is if known** and also using the **drop-down fields**

You can freely navigate through the form by tapping the **green menu button**, or **save button** when complete, without losing your work

SWP only





Property Details

PROPERTY DETAILS

PERSONAL/EVIDENTIAL PROPERTY: SELECT

SUMMARY OF ALL PROPERTY RECOVERED: i

ENTER TEXT

PROPERTY OWNER KNOWN: SELECT

DATE & TIME RECOVERED: Calendar icon Pick Date Dropdown arrow Dropdown arrow

WHERE RECOVERED FROM: ENTER TEXT

OTHER DETAILS: ENTER TEXT

Menu icon SAVE



Page help!

Complete the details regarding property

You can work through each section of the form, filling in the details where **red is mandatory** & **black is if known** and also using the **drop-down fields**

You can freely navigate through the form by tapping the **green menu button**, or **save button** when complete, without losing your work





Coroner & Supervisor Details

Complete the details ready for submission

You can work through each section of the form, filling in the details where **red is mandatory** & **black is if known** and also using the **drop-down fields**

You can freely navigate through the form by tapping the **green menu button**, or **save button** when complete, without losing your work

The screenshot shows a mobile application interface for 'Coroner & Supervisor Details'. The top bar is orange with a back arrow, a mobile phone icon, the text 'Dev:SDF TEST', and a home icon. The main content area is white with a 'SUBMISSION' header. Below this is a question: 'ANY POLICE CONTACT RECENTLY WITH DECEASED IDENTIFIED BY NOK, OR RESEARCH OF POLICE SYSTEMS?' followed by a 'SELECT' button. Another question is: 'ANY OTHER RELEVANT INFORMATION THE CORONER MAY WANT TO KNOW:' followed by an 'ENTER TEXT' input field. The next section is 'SUPERVISOR NAME & FORCE NUMBER:' followed by a 'SELECT OFFICER' button. Then, 'HAS THE CORONER ALREADY BEEN INFORMED?' followed by a 'SELECT' button. The final section is 'SEND TO CORONER'S OFFICE:' followed by a 'SELECT' button. At the bottom, there is a green menu button with three horizontal lines and a grey 'SAVE' button. The very bottom of the screen shows a standard Android navigation bar with three icons: a square, a circle, and a triangle.

← Dev:SDF TEST

SUBMISSION

ANY POLICE CONTACT RECENTLY WITH DECEASED IDENTIFIED BY NOK, OR RESEARCH OF POLICE SYSTEMS?

SELECT

ANY OTHER RELEVANT INFORMATION THE CORONER MAY WANT TO KNOW:

ENTER TEXT

SUPERVISOR NAME & FORCE NUMBER:

SELECT OFFICER

HAS THE CORONER ALREADY BEEN INFORMED?

SELECT

SEND TO CORONER'S OFFICE:

SELECT

≡ SAVE



← Dev:SDF TEST

- Incident Details ☒
- Details ☒
- Person Deceased Details ☒
- Circumstances of Discovery / Concern ☒
- Location Of Death ☒
- Health / Medical Issues ☒
- Last Seen, Spoken To, or Communicated With ☒
- Next of Kin ☒
- Formal Identifier Person Details ☒
- Undertaker / Mortuary ☒
- Property Details ☒
- Coroner and Supervisor Details ☒

SUBMIT

Submission

Once you have completed the form and all sections are ticked you can press the **submit** button. You will then see a 'Successful Submission' confirmation

Where does it go?

(1) SDF is emailed to Coroner as pdf document

(2) SDF pdf gets attached to reports tab of Occurrence.

(3) SDF pdf gets attached to reports tab of the deceased person

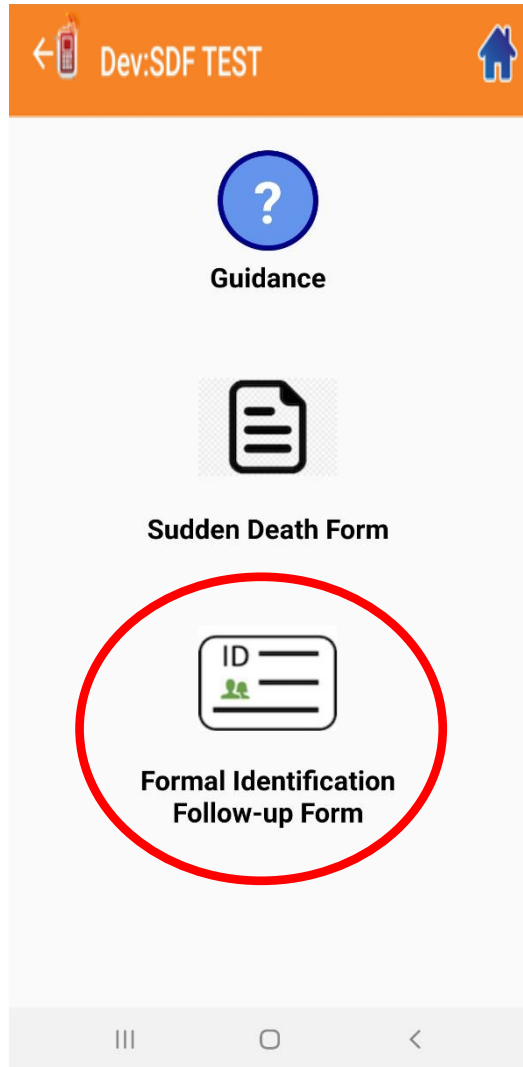
(4) An EPNB entry is automatically added of the completed form and your notes

(5) A task is sent to the submitting officers supervisor

(6) A task is sent to the submitting officer if the deceased is not identified at the time

*** Do you still need to complete the formal identifier? Continue...***

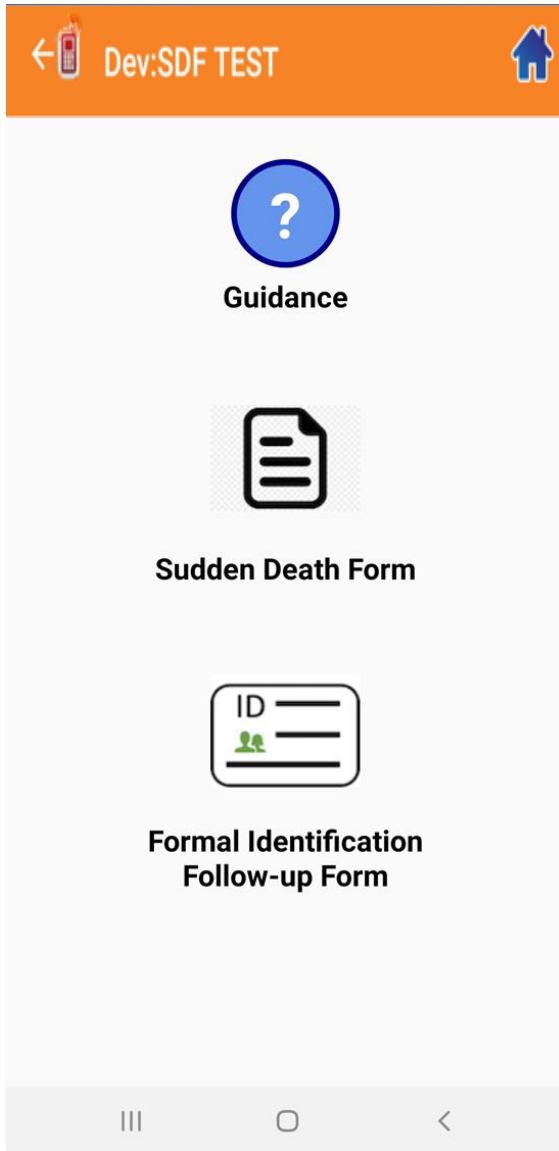




Do you still need to complete the formal identifier?

If you were not able to complete the formal identifier, you need to do this as soon as possible on the separate **Formal Identification Follow-up Form**

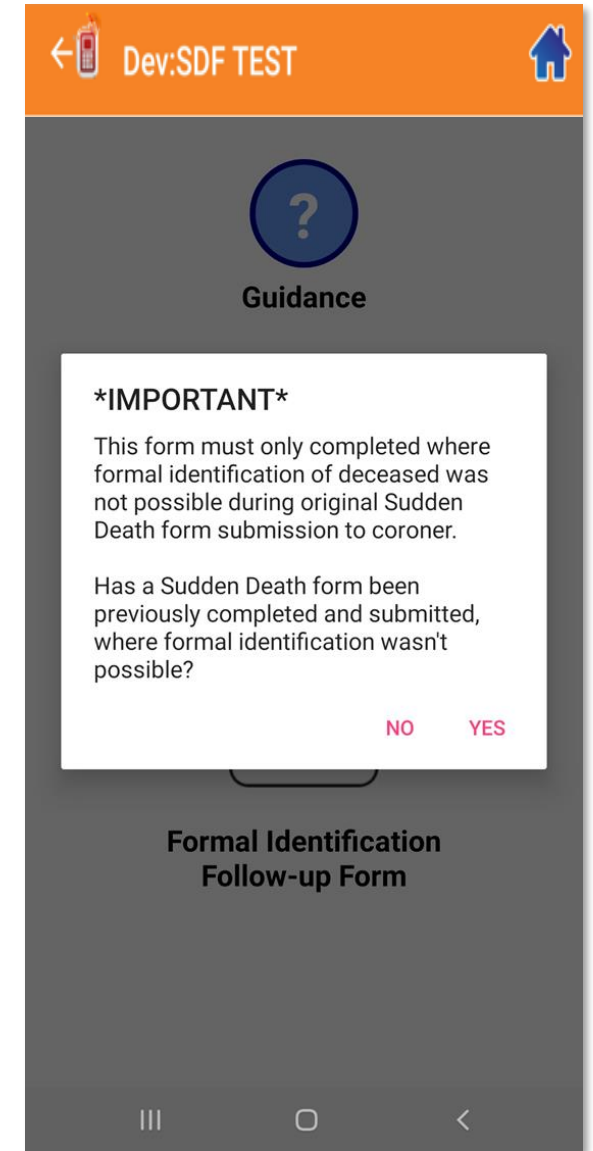




Confirmation



This is confirming the Formal Identification follow-up Form is **only needed** where you were unable to complete as part of the original SDF submission



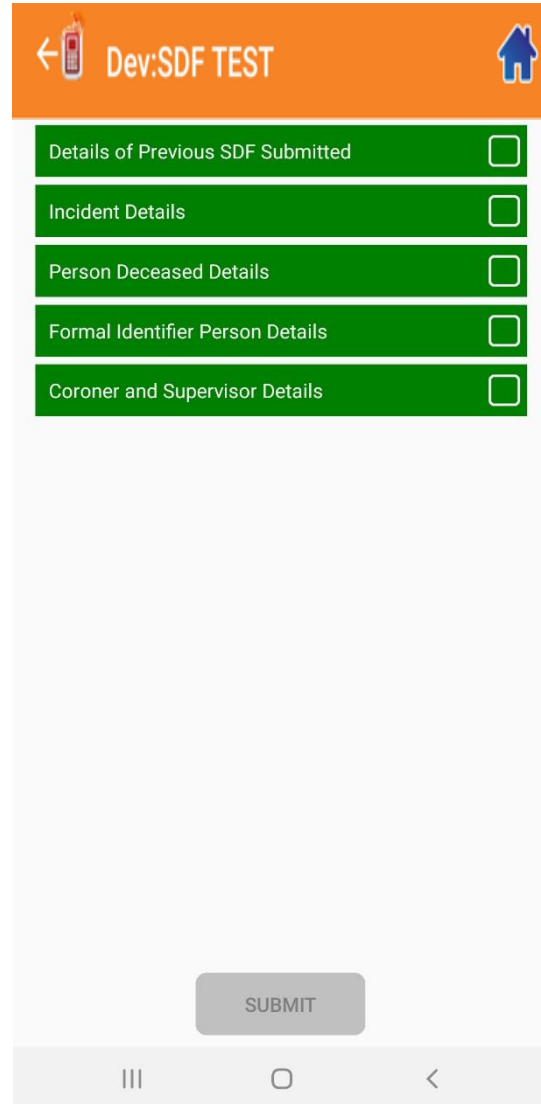
SDF Identifier Follow-up Form Menu

Formal Identifier Follow-up Menu

This is the specific Formal Identifier Follow-up menu where you can complete each part for the Formal Identifier having already submitted the form to the coroner

There is no order you have to complete the form, allowing you to dip in and out of each section as information becomes available to you.

You can of course still complete each section from top to bottom if you can and prefer to do so.



The screenshot shows a mobile application interface for the SDF Identifier Follow-up Form. At the top is an orange header bar with a back arrow, a mobile phone icon, the text "Dev:SDF TEST", and a home icon. Below the header is a list of five green menu items, each with a white checkbox on the right: "Details of Previous SDF Submitted", "Incident Details", "Person Deceased Details", "Formal Identifier Person Details", and "Coroner and Supervisor Details". At the bottom of the screen is a grey bar containing a "SUBMIT" button and three navigation icons (three vertical bars, a circle, and a left arrow).



The form, like other iPatrol forms, will save progress but you must remember to submit before the end of your tour of duty



Details for HM Coroner

Details of previous Sudden Death form submission

To assist the coroner's office match this form with the original Sudden Death form submission, please enter details to help link the two forms.

ENTER DETAILS

(Consider details such as date and time of original submission, submitting officer, circumstances of deceased, occurrence number if different to this form etc)

Here you need to give the coroner the relevant details for them to be able to match-up the subsequent formal ID to the original SDF submission – consider details such as:

- Date/time
- Submitting officer
- Circumstances
- Occ. No. if different



You can work through each section of the form, filling in the details where **red is mandatory** & **black is if known** and also using the **drop-down fields**

You can freely navigate through the form by tapping the **green menu button**, or **save button** when complete, without losing your work

Report to HM Coroner of a Sudden Death

OCC. NUMBER: [LINK OCCURRENCE](#)

CONTROL WORKS:

BCU / OIC UNIT:

OFFICER COMPLETING: 90089 JENKINS DANIEL

(If not OIC please identify in Other information below)

OTHER INFORMATION:

DATE & TIME OF REPORT:  29/10/2020 13:30

BODY WORN VIDEO ACTIVE: * [SELECT](#)



Completing the Formal Identifier

These steps are now the same as if completing it as part of the original SDF through to submission...

The image displays three sequential mobile app screens for completing a Formal Identifier. Each screen has an orange header with a back arrow, a home icon, and a signal strength indicator.

Screen 1: FORMAL IDENTIFIER PERSON DETAILS
PERSON DETAILS
CAN THE DECEASED BE IDENTIFIED AT THIS TIME? SELECT

Screen 2: FORMAL IDENTIFIER PERSON DETAILS
PERSON DETAILS
CAN THE DECEASED BE IDENTIFIED AT THIS TIME? Yes
IS THE FORMAL IDENTIFIER PERSON THE SAME AS THE NEXT OF KIN (NOK)? NO YES
FORMAL ID LANGUAGE: ENTER TEXT
This statement is true to the best of my knowledge and belief and I make it knowing that, if it is tendered in evidence, I shall be liable to prosecution if I have wilfully stated anything in it, which I know to be false, or do not believe to be true.
FORENAME: ENTER TEXT
SURNAME: ENTER TEXT
DOB: Pick Date X
TELEPHONE / CONTACT DETAILS:
DAYTIME: ENTER TEXT

Screen 3: SUBMISSION
ANY POLICE CONTACT RECENTLY WITH DECEASED IDENTIFIED BY NOK, OR RESEARCH OF POLICE SYSTEMS? SELECT
ANY OTHER RELEVANT INFORMATION THE CORONER MAY WANT TO KNOW: ENTER TEXT
SUPERVISOR NAME & FORCE NUMBER: SELECT OFFICER
HAS THE CORONER ALREADY BEEN INFORMED? SELECT
SEND TO CORONER'S OFFICE: SELECT

Each screen has a green menu button and a grey SAVE button at the bottom.



Laptop Version

iPatrol for Windows

Dev:SDF TEST

- Incident Details
- Details
- Person Deceased Details
- Circumstances of Discovery / Concern
- Location Of Death
- Health / Medical Issues
- Last Seen, Spoken To, or Communicated With
- Next of Kin
- Formal Identifier Person Details
- Undertaker / Mortuary

SUBMIT

Please ensure this form is submitted before the end of your tour of duty.

Notes

The laptop version has the same menu format and forms to work through

iPatrol for Windows

Dev:SDF TEST

PERSON DECEASED DETAILS

ARE DETAILS OF DECEASED KNOWN? Yes

NAME OF PERSON DECEASED:

Add Person

PREVIOUS NAMES:

HOME ADDRESS
 **EDIT ADDRESS**

MARITAL STATUS: SELECT

DOB:
 **Pick Date** X

PLACE OF BIRTH:

GENDER:

SAVE

Incident Details

Details

Person Deceased Details

Circumstances of Discovery / Concern

Location Of Death

Health / Medical Issues

Last Seen, Spoken To, or Communicated With

Next of Kin

Formal Identifier Person Details

SUBMIT

Please ensure this form is submitted before the end of your tour of duty.

Notes

The menu sits to the left of the form for quick and easy navigation



The Form Output

South Wales Police - OFFICIAL

Details

Entry Forced: *No*

Date & Time Deceased Found: *10/03/2021 15:59*

Found By: *TEST*

Recognition Of Life Extinct Role

Who:

Name:

Id Number:

Organisation:

Date & Time Declared: *10/03/2021 15:59*

NOK Informed Of Death: *No*

Details NOK Has Been Told Regarding Death:

Additional Information:

Person Deceased Details

South Wales Police - OFFICIAL



REPORT TO THE CORONER OF A DEATH

Deceased Details and Discovery Overview

Name of person deceased: *FUSION, DAN*

Date of Birth: *01/01/1990*

Circumstances of discovery of deceased: *Test*

Incident Details

Occurrence Number: *2100082654*

Control Works / Storm Number:

BCU / OIC Unit:

Officer Completing: *90089 JENKINS DANIEL*

Other information:

The PDF form is broken down in to sections as per the e-form, making it easy to find information at a glance



Help and Support

For any training issues please contact:

Gwent Police

Call: 01656 716865

Email: DSDTrainers@south-wales.pnn.police.uk

South Wales Police

Call: 102

Email: DSDTrainers@south-wales.pnn.police.uk

