



# PUBLIC HEALTH ACT FUNERALS

## Course overview

Legal and ethical framework  
Referral of cases  
Conducting a search  
Tracing next of kin  
Registration  
The funeral service  
Dealing with the estate  
Record keeping  
Questions and answers

Suitable for: anyone involved in making arrangements for public health act funerals under S46 of the Public Health (Control of Disease) Act 1984

Equipment required: a computer, phone or tablet with internet connection, video and microphone function, able to run GoToMeeting, either as an app or online

## Learning Outcomes

- Knowledge of the legal and ethical framework relating to public health funerals
- Understand how to deal with referrals
- Knowledge of requirements relating to searching properties
- Knowledge of responsibilities towards any estate
- How to deal with issues that may occur

## Attendance:

£80.00 plus VAT for ICCM members

£95.00 plus VAT for non-members

During the online training, attendees can submit questions and comments using the Chat function. The trainer will answer these at the end of the course.



# ICCM

Institute of Cemetery and  
Crematorium Management

An ICCM quality  
online training event

Interactive sessions

Learn about the legal  
and practical aspects  
public health act  
funerals

Learn new skills

Have your questions  
answered

## Programme

9.30 Sign in and introduction  
9.45 Legal and ethical  
framework  
10.15 Dealing with referrals  
10.30 Short break  
10.45 Conducting a search  
11.00 Tracing next of kin  
11.30 Short break  
11.45 Dealing with the estate  
12.15 Record keeping  
12.30 Questions and answers  
13.00 Finish

# Booking Form

I wish to attend/have the following attend the ICCM Public Health Act Funerals online training course on:

Available course dates (please indicate chosen dates):

Thursday 10th September 2020 09:30-13:00 – online training

Monday 14th September 2020 09:30-13:00 – online training

Tuesday 17th November 2020 09:30-13:00 – online training

Name 1: \_\_\_\_\_ ICCM Member?  
Y/N

Name 2: \_\_\_\_\_ Y/N

Representing: \_\_\_\_\_

Email: \_\_\_\_\_  
Confirmation and link to the training course will be sent by email

Phone No: \_\_\_\_\_

Address for invoice: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Order No: \_\_\_\_\_

The fee for the online training covers attendance and documentation. The fee is £80.00 + VAT for ICCM members and £95.00 + VAT for non-members.

Please do not send cash or a cheque with the booking form – an invoice will be sent to you at the address you give above.

Cancellations and refunds – receipt of the completed booking form is a contract. Cancellations must be made in writing at least 10 working days before the workshop, and will incur a 20% administration fee. Cancellations made after 10 working days before the workshop will not be refunded. No refund will be given for non-attendance. Substitution of delegates at no extra charge may be made by emailing [julie.callender@iccm-uk.com](mailto:julie.callender@iccm-uk.com). In the unlikely event of cancellation by the organisers, any fees paid will be refunded but no further liability will be accepted. The organisers reserve the right to make changes to the programme, speakers and venue should this be necessary.

Please return completed forms to Julie Callender at [julie.callender@iccm-uk.com](mailto:julie.callender@iccm-uk.com), or to  
ICCM National Office, City of London Cemetery, Aldersbrook Road, Manor Park, London, E12 5DQ