**Annex 3**

**Confirmation to the medical side of the system that the coroner has decided to conduct an investigation**

Dear [Name of attending practitioner/medical examiner]

**Notice of coronial investigation – [name of deceased person], date of birth: [x], date of death: [x]**

Following your referral, I have considered the circumstances of [deceased’s name]’s death and have decided that my duty to investigate is engaged. As I have commenced an investigation, I will be responsible for determining the cause of death, so you can close your file.

Thank you for your assistance with this case.

Kind regards,

[Coroner’s name]

[x] coroner area

Cc [Name of medical examiner/attending practitioner]