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CCG AOs
Regional Directors
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(for onward cascade to Accountable emergency officers
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Publishing approval reference: TBC

23 March 2020

Dear colleague,

COVID-19 Deceased Notification System

For the past 3 weeks, trusts reporting COVID-19 related deaths have been submitting forms via the Regional Single Points of Contact as a temporary measure. We have now developed the COVID-19 Patient Notification System (CPNS) so that all COVID-19 deaths can be reported on one central system.

The system will be implemented at 9am on Tuesday 24 March and will be the single reporting route going forward. From this time all COVID-19 deaths must be notified using the CPNS only and not by email.

Staff who record these notifications will need to register for access to the system by clicking on the link below:

<https://improvement.nhs.uk/my-nhsi/register/for-app/0oa3qnqnsysTfdclU0i7/>

The names and email addresses of these users should also be provided in advance to the Regional Single Points of Contact below to accelerate the account authorisation process:

London	england.london-covid19@nhs.net
South East	england.se-incident@nhs.net
South West	england.sw-incident1@nhs.net
Midlands	england.mids-incident@nhs.net
East of England	england.eastofengland-covid19@nhs.net
North West	england.eprnw@nhs.net
North East and Yorkshire	england.eprney@nhs.net

It is vital that all providers with COVID-19 patients in their care – including in mental health trusts, community trusts, independent sector and other providers – use this system to report all COVID-19-related deaths.

Of particular importance in the reporting of deaths is ensuring the NHS number of the patient is known and reported for each patient. Where the NHS number is not known, contact should be made with the Regional Single Point of Contact for a unique reference number.

NHS England and NHS Improvement



A user guide is attached, this guide explains the registration process and how to record a death notification.

Many thanks for your continued support and cooperation in the response to the incident.

Kind regards,

A handwritten signature in black ink, appearing to read 'K Willett', with a long horizontal flourish extending to the right.

Professor Keith Willett
NHS Strategic Incident Director (COVID-19)
NHS England and NHS Improvement