



What To Do Immediately After a Loved One Passes Away

A simple step-by-step checklist to guide families through the first important steps.

Confirm the Passing

- ☐ Call 911 or emergency services if the death occurs unexpectedly.
- ☐ If the person was under hospice care, contact the hospice nurse.
- ☐ If the death occurs in a hospital or care facility, staff will handle confirmation.

Contact a Funeral Home or Cremation Provider

- ☐ Choose a funeral home or cremation provider.
- ☐ Arrange transportation of the deceased.
- ☐ Begin discussing cremation or burial arrangements.

Locate Important Documents

- ☐ Identification (driver's license or passport)
- ☐ Social Security number
- ☐ Birth Certificate
- ☐ Marriage Certificate (if applicable)
- ☐ Military discharge papers (DD-214)
- ☐ Pre-arrangement or funeral plans
- ☐ Life insurance policies
- ☐ Will or estate documents



Notify Close Family and Friends

- ☐ Inform immediate family members.
- ☐ Notify close friends and relatives.
- ☐ Decide who will help communicate updates.

Care for the Home and Responsibilities

- ☐ Make arrangements for pets.
- ☐ Secure the home and valuables.
- ☐ Collect mail or hold deliveries.
- ☐ Notify the person's employer if needed.

Plan the Memorial or Service

- ☐ Decide whether there will be a memorial service or celebration of life.
- ☐ Choose a date and location.
- ☐ Consider religious or personal traditions.

Begin Administrative Tasks

- ☐ Request multiple certified copies of the death certificate.
- ☐ Notify Social Security Administration.
- ☐ Contact life insurance providers.
- ☐ Notify banks and financial institutions.
- ☐ Cancel or transfer utilities and subscriptions.

Questions or Immediate Assistance?

Call us: (813) 957-2669

Available 24/7 to assist families.