

ALPENA COUNTY MEDICAL EXAMINER

Fax: 231-440-0806

Email: Midmichiganmegroup@gmail.com

Supplemental Records Request Email: Records.MMMEG@gmail.com

If you are an Out-of-County Funeral Home and need to contact the Medical Examiner, please contact the 911 Center on their non-emergency line at 989-354-9111.

Death Certificate / Cremation Permit / Supplemental Reports

The Medical Examiner is required by Michigan to investigate deaths that are sudden, suspicious, unexpected, accidental, or violent deaths. The Medical Examiner has the authority to order an autopsy if it is necessary to determine the cause of death.

A family member should choose a funeral home as a first step in the process. Funeral homes and crematoriums are necessary experts in assisting the family with final disposition and vital records for death certificates.

RECORDS REQUESTS Please email: Records.MMMEG@gmail.com

FUNERAL HOME PROCEDURES

DEATH CERTIFICATE REQUESTS- Please email or fax the Medical Portion of the Death Certificate to fax and email listed above.

CREMATION PERMIT REQUESTS

Alpena County policy requires a \$50 cremation permit fee. Fees are to be paid to Alpena County Clerk's Office.

1. Death Certificates that are to be signed by the Primary Care Physician in regards to Cremation Permit Requests:

- a. Please obtain a Primary Care Physician signature on the Death Certificate
- b. Please fax or scan the (2) Documents (Death Certificate and completed Cremation Permit) to the Medical Examiner Office midmichiganmegroup@gmail.com or fax 231-440-0806.
- c. Please include your email address and fax number.
- d. A cremation permit review will be conducted and requests fulfilled. Our Policy is a 24hr turnaround period. Please call if you have an extenuating circumstance.

2. Medical Examiner signed Death Certificates in regards to Cremation Permit Requests:

- a. All of the above except you will include a Death Certificate for the Medical Examiner complete and sign