

Documents You Will Need

Personal Documents

- You will need one of the following to cancel, transfer, and apply for benefits and other obligations
 - o Statement of Death
 - o Medical Certificate of Death
 - o Death Certificate
- Birth Certificate
- Driver's license
- Marriage Certificate
- Passport
- Personal Will/ Power of Attorney
- Social Insurance Number/Card
- Citizenship papers (if applicable)

Banking/Financial Documents

- Bank account numbers, statements
- Bank and credit cards
- Investment records
- Loan agreements
- Mortgage papers
- Previous tax returns

Health Documents

- Alberta Health Care number
- Alberta Blue Cross number
- Other health insurance providers

Property Documents

- Land titles
- Bill of Sale for vehicles, boats, other
- Vehicle registration

Other Documents

- Insurance policies
- Membership cards
- Pension information
- Utility account numbers
- Disability claims

Obligations to Cancel or Transfer

Note: Only a designate or Power of Attorney will be able to act on behalf of the deceased.

Items to cancel:

- Alberta Health Care
- Alberta Blue Cross
- Alberta Seniors Benefit (1-800-642-3853)
- Canada Pension Plan (1-800-277-9914)
- Disability Benefit (1-800-277-9914)
- Passport
- Insurance Policies
- Bank cards
- Safety Deposit Box
- Credit Cards
- Leases/Rentals
- Memberships

Items to Transfer

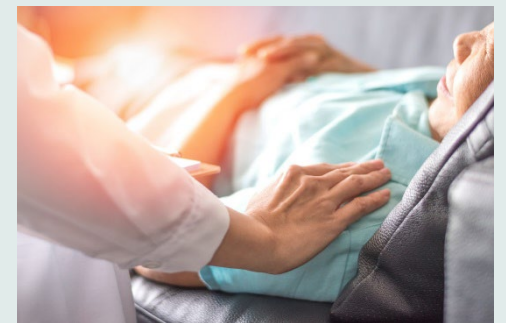
- Joint accounts
- Land titles
- Contact post office to forward mail (if applicable)

Notify

- Notify the Canada Revenue Agency about the death (1-800-959-8281)
- Notify banks and other financial institutions
- Notify the Federal Government of a Death, visit the following website
 - o [Canada.ca-Benefits-Notify](https://Canada.ca/Benefits-Notify) the federal government of a death



Practical Matters ***After A Loved One Passes***



If the death happens at the Lodge:

1. The nurse will notify the client's care contact, if they are not present at the time.
2. Shortly after the death the family/designate will need to decide where the body is to be transferred to.
 - See contacts for Morgue options
3. Transportation for the body will need to be arranged, the family or the nurse at the Lodge can arrange it.
 - See contacts for local transportation option
4. The client's designated doctor (or the On-Call doctor if designated is not available) will need to fill out a death report, which gets sent to Medical Records in Fort Vermillion.



Funeral Planning Checklist

- ☐ Date & Time set for Funeral
- ☐ Set Date and Time for singing (often is day of passing)
- ☐ Set Date and Time for Viewing (if Applicable)
- ☐ Funeral Service and Reception Location Reserved
- ☐ Select, Inform and Instruct Pallbearers
- ☐ Make & Print Obituary
- ☐ Write Eulogy, or Assist Writer (if applicable)
- ☐ Select and ask Funeral Celebrant
- ☐ Burial Plot & Permit
- ☐ Death Certificate
- ☐ Transportation for deceased for the day of funeral
- ☐ Transportation for Family/Loved ones
- ☐ Choose and order flowers
- ☐ Arrange for food at reception (Caterers etc.)
- ☐ Determine Budget and how expenses will be paid



Contact Information

La Crete Sommerfelder Church Morgue

- John Neufeld @ 780-502-2444 or
- Andrew Teichroeb @ 780-926-1501

La Crete Old Colony Church Morgue

- Simon Peters @ 780-841-9051
- Ben Krahn @ 780-841-1756

Fort Vermillion Hospital Morgue

- @ 780-927-3761

La Crete Long Term Care Morgue

- @ 780-928-6815

• Local Transportation Option

- Helping Hands @ 780-502-2905

• TG's Flowers

- 780-928-3905

• Ivy lane Registry

- 780-928-2882

• La Crete Support Services

- 780-928-3967

• Telus

- 1-866-558-2273

• Shaw

- 1-888-472-2222

• Bell

- 1-800-667-0123

• Alberta Seniors Benefit

- 1-800-642-3853

• Canada Pension Plan/Disability Benefit

- 1-800-277-9914