

## Alcona County Medical Examiner's Office

Mid Michigan Medical Examiner Group

[main@mmmeg.org](mailto:main@mmmeg.org)

231-510-6205

### FUNERAL HOME PROCEDURES

**DEATH CERTIFICATE REQUESTS**- Please send requests through the State of Michigan Electronic Death Registration (EDRS) to Dr. Paul Wagner

**RECORDS REQUESTS & Supplementals** - Please email: [records@mmmeg.org](mailto:records@mmmeg.org)

**CREMATION PERMIT REQUESTS** - Alcona County policy is a \$50 permit fee. Fees are to be paid in advance as detailed below.

1. Primary Care Physician Death Certificates signed for Medical Examiner Cremation Permit Request:

a. Please Obtain Signature of Primary Care Physician on the Death Certificate

b. Please Pay Fee for Cremation Permit:

i. Please go to [Payments \(allpaid.com\)](http://Payments(allpaid.com))

PLC#3036 (Alcona 23rd Circuit Court)

ii. Please provide information about the individual you're making the payment for:

Case Name: Name of Deceased

Case number#0000 Cremation permit amount: \$50

iii. Billing Information:

Funeral Home (Payer Name) Address, Email and Phone Number

c. Please Use EDRS (Electronic Death Registration System) for the Official Cremation Permit Request to Dr. Paul Wagner

d. Please Send Receipt of Payment with name of decedent to the Medical Examiner's office at

[main@mmmeg.org](mailto:main@mmmeg.org) or fax 231-440-0806. Be sure to include your email address and/or fax number.

e. A cremation permit review will be conducted and requests fulfilled via EDRS. Our Policy is a 24hr turnaround period. Please call if you have an extenuating circumstance or email the Medical Examiner office [main@mmmeg.org](mailto:main@mmmeg.org)

2. Medical Examiner signed Death Certificates for Cremation Permit Requests:

a. All of section one above with the addition of including a request for a Death Certificate via EDRS (Electronic Death Registration System) for the Medical Examiner to complete and sign via EDRS.