

Practical tasks after the loss of an adult (18+ years old)

Tasks to start soon after death

- Talk with medical team about decisions such as autopsy and organ/tissue donation
- Choose and contact a funeral home and begin making arrangements – Contact your social worker/social work department for funeral home information
- Notify your loved one's close family and friends. You can ask someone to contact others for you
- Arrange for the care of loved one's children and pets as needed.
- Notify your place of worship or religious leader, if desired
- Prepare an obituary, if desired.
- Secure any unused vehicles or residences. Remove any valuables from your loved one's apartment or home and make it appear occupied.
- Notify the post office and have your loved one's mail forwarded if necessary
- Order multiple copies of the death certificate

Tasks to start after the funeral and/or a month after death

- Gather legal and financial documents including wills, loans, deeds, titles, birth and/or marriage certificates, driver's license, and passport. Other documents include bank and financial statements, insurance policies, tax returns, and military discharge papers

Legal/Financial Tasks

- Contact a lawyer about probate or a will
- Make a list of bills and debts and ensure debts are paid
- Close credit card accounts and notify all 3 credit reporting agencies
- Consult a tax preparer if a final income tax return or a federal estate tax return is needed

Medical providers and insurance

- Notify medical insurance company to end loved one's insurance but continue any coverage on dependents.
- Notify physicians, therapists, and other health care professionals
- Cancel your loved one's prescriptions and home health services

Residence/Vehicle Tasks

- Cancel or transfer any utilities or services such as electric, gas, water, cable, phone, internet service provider and cell phone provider
- Cancel or transfer homeowner, renters, automobile, and other insurance policies
- Transfer the titles and deeds that were in the name of the deceased

Government agencies and programs

- Cancel driver's license, passport, or other forms of identification
- Notify the Registrar of Voters/Election Board
- Notify government programs from which your loved one received benefits, such as Social Security Administration (SSI, SSDI), Medicaid, Medicare, Food Stamps, WIC, etc.

Other organizations and services

- Cancel memberships in organizations, such as professional organization, clubs, religious, fraternity/sorority, sports league, etc.
- Un-enroll from school, training programs, college
- Remove loved one from marketing and mailing lists
- Cancel subscriptions and regularly scheduled services
- Cancel email and website accounts to protect your loved one's identify