



Sunrise on the Willamette, by Stuart Seeger, CC-BY, <https://flic.kr/p/9C7tJ>

News from the Center for Health Statistics Concerning the Oregon Death Certificate

Issue: September 2016

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[Archived articles online](#)

Legally sufficient affidavits

In January, we updated the Affidavit to Correct a Death Record form (45-27A). Please use this current version available online at <http://public.health.oregon.gov/BirthDeathCertificates/ChangeVitalRecords/Documents/45-27A.pdf>.

The correction affidavit is a legal document, so all items need to be completed. Be sure to:

- Include the decedent’s full legal name as listed on the death record.
- Include the date of death (month/day/year).
- Include the place of death – either the city and state where the death took place or the county—not the type of place of death.
- Check the reasons for correcting the record and indicate those reasons in the “Reasons #” column, which is especially important for changes to SSN, marital status and name of spouse.
- Have identical information in the “Original record now shows” column that matches the information on the death record.
- Include both the funeral director’s signature and printed name. Make sure the printed name is legible.
- Include date signed, license number and phone number.

Remember that under Oregon law, once the record is registered, the informant’s name cannot be changed to a

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Legally sufficient affidavits (Continued from page 1)

different person and the marital status and spouse's name can only be changed with documentation supporting the change.

The new correction affidavit, when filled out correctly, will reduce the number of

Introducing Derrick Patterson

Derrick Patterson is the new Amendment Specialist for the Center for Health Statistics who processes amendments to personal information on death records. He has taken over all the amendment duties formerly completed by Patty Thompson.

Derrick is now the contact person for questions about the status of electronic amendments, faxed amendments and/or affidavits submitted to provide missing information. He will also be sending out queries relating to data issues identified by the Registration Unit staff.

Working copies

The working copy of the death record can be a useful tool. An acceptable use of the working copy is to allow a family member or informant to review the portion of the death record completed by the funeral director to verify that the information is correct. Print a working copy of the death certificate for review before dropping the record to paper in OVERS to avoid the amendment processes if misspellings or errors require correction.

Working copies should **not** leave the funeral home. A working copy of the death record is not a legal certificate and will not benefit the

follow-up inquiries you receive and will expedite the amendment process.

For questions regarding the submission of correction affidavits, please contact Derrick Patterson at derrick.c.patterson@state.or.us or call him at 971-673-1163. ❖

Derrick can be contacted by telephone at 971-673-1163 or by e-mail at derrick.c.patterson@state.or.us. ❖



family. Once the information has been verified it should be shredded.

Cemeteries should not request working copies of death records from funeral homes as they have no use for it. The copy of the final disposition authorization is the only document they need and can be located in OVERS under the forms tab. For additional questions please contact Cynthia Roeser, Registration Supervisor, at 971-673-0478 or at cynthia.r.roeser@state.or.us. ❖

OREGON HEALTH AUTHORITY CENTER FOR HEALTH STATISTICS CERTIFICATE OF DEATH											
1. Legal Name First: Test Middle: New		2. Date of Birth May 18, 2016		3. Sex Male		4. Age 76 years		5. Social Security Number Unknown		6. County of Death Multnomah	
7. Birthplace January 01, 1940		8. Birthplace Portland, Oregon		9. Decedent's Education High school grad. or GED		10. Was Decedent Ever in U.S. Armed Forces? Yes		11. Decedent's Race(s) White		12. Was Decedent Ever in U.S. Armed Forces? Yes	
13. Residence: Number and Street 123 N Burnside		14. City/Town Portland		15. State or Foreign Country Oregon		16. Zip Code + 4 97232		17. Inside City Limits? Yes		18. Marital Status at Time of Death Never married	
19. Spouse's Name Prior to First Marriage		20. Spouse's Name Prior to First Marriage		21. Usual Occupation Bus Driver		22. Kind of Business/Industry Transportation		23. Father's Name Bob New		24. Mother's Name Prior to First Marriage Martha Lim	
25. Informant's Name Bob New		26. Telephone Number Not Available		27. Relationship to Decedent Brother		28. Mailing Address 123 N Burnside, Portland, OR 97232		29. Place of Death Hospital-Inpatient		30. Facility Name CHSII Hospitals and Clinics	
31. Location of Death 3181 SW Sam Jackson Park Road		32. City/Town or Location of Death Portland		33. State Oregon		34. Zip Code + 4 97239		35. Method of Disposition Donation and cremation		36. Place of Disposition Willamette National Cemetery	
37. Name and Complete Address of Funeral Facility Oregon Health Sciences University		38. City/Town or Location of Death Portland, Oregon		39. State Oregon		40. Zip Code + 4 97239		41. Funeral Director's Signature TTD		42. OR License Number CO-3889	
43. Registrar's Signature		44. Date Received		45. Local File Number		46. Cause of Death		47. Autopsy?		48. Were autopsy findings available to complete the cause of death?	
49. Cause of Death		50. Cause of Death		51. Cause of Death		52. Cause of Death		53. Cause of Death		54. Cause of Death	

Military service & occupation/industry reporting

The OVERS Help Desk receives multiple questions regarding decedent's military service, such as determining the branch of service and accurately reporting the decedent's occupation and industry.

Below is a list of military branches:

- U.S. Army
- U.S. Marine Corps
- U.S. Navy
- U.S. Air Force
- U.S. Coast Guard

- U.S. Army National Guard
- U.S. Air National Guard

If a decedent's career was in the military, their occupation and their industry should be noted as such on the death record. Their occupation is their rank at time of discharge (for example: Staff Sergeant, Airman First Class, or Seaman) and their industry is the branch they served in (U.S. Army, U.S. Air Force, or U.S. Coast Guard).

Decedent's occupation Staff Sergeant	Decedent's industry U.S. Army
Decedent's occupation Airman First Class	Decedent's industry U.S. Air Force
Decedent's occupation Seaman	Decedent's industry U.S. Coast Guard

A Death Certificate Worksheet is available on our website at <http://bit.ly/2aq9OMS> to assist you and your decedents' families.

An additional attachment, included in the worksheet, lists combat zone locations recognized by the Department of Veterans Affairs, to assist with accurate reporting of

the 'Veteran's Status-Location of Combat Zone'.

If you have additional questions regarding military service or the occupation and/or industry of a decedent contact Derrick Patterson, Death Corrections Specialist, at 971-673-1163 or

derrick.c.patterson@state.or.us. ❖

Timely registration of records for indigent decedents

In 2016, a new law related to the Indigent Disposition Program (IDP) took effect. The program moved from the Public Health Division to the Oregon Mortuary and Cemetery Board (OMCB). New rules and a

new form were also part of this change. Find more information about the OMCB process at <http://www.oregon.gov/mortcem/Pages/idf.aspx>. It is important to note that vital

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Timely registration of indigent decedents (Continued from page 3)

records law applies to all deaths occurring in Oregon, including indigent decedents. Regardless of whether someone is waiting to purchase a certified copy of the death record, all records must be completed within five days.

There are areas where IDP and vital records law have different requirements, including timing for filing and determining veterans' status. OMCB is aware of vital records law. Our two agencies believe funeral establishments can meet both with a little clarification.

Timing – To meet the requirements of both laws, ORS 432.133 and ORS 97.170, it may be necessary to report items as “unknown.”

Veteran status – Should be reported on the

Cascadia rising exercise

In early June, Oregon State vital records staff and key stakeholders were given the opportunity to participate in the Oregon Health Authority's Cascadia Rising Exercise. The purpose of this exercise was to train the Oregon Health Authority's Incident Management Team on how to respond to a large-scale 9.0 earthquake and tsunami scenario. Federal, state, local and tribal partners participated in the exercise. As a mission critical program in Public Health, Center for Health Statistics was invited to observe the exercise in order to learn how our business continuity plan can be improved.

In addition to improving our business continuity plan, a team of subject matter experts was formed to focus on mass fatality response. This team



death record within five days even if the Department of Veterans Affairs has not responded about an indigent decedent. If unknown at the time the record is filed, an amendment can be made after confirmation from the Department of Veteran's Affairs is received.

For all deaths when information is still unknown after all attempts to gather information has been made report the item as unknown and amend the registered record once the information is available. ❖



Pocketwatch, by Conor Lawless, CC-BY, <https://flic.kr/p/4xYxTg>

included representatives from the Center for Health Statistics, State Medical Examiner's office, Oregon Funeral Directors' Association, Oregon Mortuary and Cemetery Board, and a Funeral Service Practitioner. Two members from the Disaster Mortuary Operational Response Team (DMORT), along with DMORT team members and a member from the Oregon State Medical Examiner's office, provided information on how DMORT operations work in a federally declared emergency, such as how to recover and identify bodies to issuing death certificates. The results of the mass fatality exercise are being compiled into the Cascadia Rising After-Action Report.

The Public Health Division's Mass Fatality

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Cascadia Rising Exercise (Continued from page 4)

Response workgroup meets monthly and will be acting on the task list from the exercise. The State of Oregon will provide additional information once the Cascadia

EDRS Update

The Center for Health Statistics has important and exciting updates relating to the electronic reporting of death records. Our goal is always to bring more medical certifiers on board to sign death records electronically, as well as to make sure it is a smooth and easy process.

New Brochure

In April 2016, we revised our Electronic Death Registration System (OVERS) brochure. This brochure is written specifically for medical certifiers. It explains the benefits of using OVERS to report Oregon deaths, the system features and how it works. We also included updated statistical data such as the number of records that were completed during the last year in OVERS (11,000 in 2015) and the time it takes to complete a death record (9.5 days for electronic, versus 36.2 days for paper). Additionally, the brochure includes information about the online registration process and free training on OVERS.

To place an order for these updated EDRS brochures for your facility, please contact Linda Reynolds at 971-673-1173 or Linda.I.Reynolds@state.or.us, or by going to this link http://public.health.oregon.gov/BirthDeathCertificates/RegisterVitalRecords/Documents/45_43B.pdf.

Rising After-Action Report is released.

Oregon Vital Records appreciated the opportunity to participate in this exercise and work with our colleagues in the funeral home industry. ❖

Signing Functionality Update

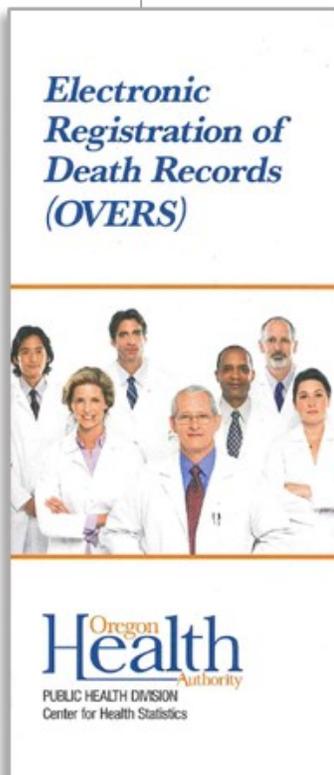
Our office is excited to announce some new functionality coming to OVERS in the near future. Currently, the only way for a medical certifier to certify a record is by capturing their fingerprint on our biometric devices. The Center for Health Statistics has been working with our vendor to develop

software for signing functionality to give certifiers additional options. Signature pens will allow an image of the signature to be stored in the EDRS system; the image will not appear on the record but can be recalled if there is a dispute on who certified the record. CHS is happy to report that we have received the functionality and are currently testing different equipment options. We didn't feel the signature pens we tested recently met our expectations so we are continuing to explore different possibilities. For questions about signing functionality, please contact Krystalyn Salyer at 971-673-1197 or

krystalyn.salyer@state.or.us.

Correcting the Place of Death

We want to also take a moment to address a question we frequently receive from funeral



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EDRS Update (Continued from page 5)

homes regarding correcting the Place of Death page in OVERS after the funeral director has signed the record. Depending on the situation, funeral directors may be able to fix information themselves or may need to call our office so we can make the change for you.

For Electronic Records: If you have signed the record and it is electronic (you have not

dropped it to paper), then funeral directors are able to make the change. From the Sign page, click 'Unsign', proceed to the Place of Death page, make the correction, return back to the Sign page and resign.

For Drop to Paper Records: If you have signed the record, and it has been dropped to paper, you will need to call our help desk. We will make the correction and re-drop the record to paper for you. You can reach our Help Desk at 971-673-0279. ❖

What to do with death records that have information about Death with Dignity

The Death with Dignity Act requires strict confidentiality of all participating patients and physicians. The fact that the individual initiated their rights under the Death with Dignity act should not be recorded anywhere on the death record. All statistics on Death with Dignity Act are obtained outside of the vital records system. Below is a list of terms that physicians or other medical certifiers may put on a death record that indicates the death falls under the Death with Dignity law.

- PAS
- Physician Assisted
- DWD
- Death with Dignity
- Legally Prescribed/Legal Prescription
- Physician-assisted dying
- Any references to the DWD law such as [ORS 127.800](#) or [OAR 333-009-0030](#).

The cause of death section of the record should show that a patient died naturally of his or her terminal illness. The manner of death should be 'Natural'.

If you receive a death record from a medical certifier that appears to reference Death with Dignity or physician assisted suicide, do not submit that record to the county for registration. Please call JoAnn Jackson at 971-673-1160 to get information on next steps.

If you would like to read more about Death with Dignity (DWD), please go to: <https://public.health.oregon.gov/ProviderPartnerResources/Evaluationresearch/deathwithdignityact/Pages/index.aspx>. ❖

Wanted—Newsletter topics

Have a question or idea for a future newsletter article? Contact Judy Shioishi, at 971-673-1166 or judy.shioishi@state.or.us. Judy collects ideas for articles and then shares them with the writing team.

Thank you to the contributors of this newsletter:

Jill Janisse, Carolyn Hogg, Karen Hampton, Krystalyn Salyer, Megan Welter, Cynthia Roeser, Carol Sanders, Karen Rangan, JoAnn Jackson, Lynda Jackson, Patty Thompson, Debbie Draghia, Linda Reynolds, Cody Wang, Heidi Murphy, and Jennifer Woodward.

We're just a phone call away

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Portland, OR 97293-0050

General Information: 971-673-1190
Order Vital Records: 1-888-896-4988

PUBLIC COUNTER HOURS

Walk-in hours are:

9:00 AM - 4:00 PM Mon-Fri

Order by 3:30 PM for possible same day service.

Website: <http://public.health.oregon.gov/BirthDeathCertificates>

OVERS website: <http://public.health.oregon.gov/BirthDeathCertificates/RegisterVitalRecords/overs/Pages/index.aspx>

