

**Lead Agency:** Health Department

**Program Contact:** Lila Wickham

**Program Offer Type:** Existing Operating

**Related Programs:**

**Program Characteristics:** In Target

**Executive Summary**

Vital Records is a legislatively mandated, fee supported program that produces birth and death certificates in accordance with federal and state statutes to maintain the integrity and accuracy of birth and death information. The information is analyzed to provide essential public health information that is used to plan prevention and intervention activities for positive health outcomes. An example of an analytical function of vital records is the ability to identify high risk groups for influenza and pneumonia deaths so that scarce resources (influenza vaccine) can be provided to the people at greatest risk of death. The program received high marks on a state triennial evaluation that assesses the quality and accountability of the program.

**Program Description**

**Birth and Death Certification:** Multnomah County is responsible for issuing birth and death certificates within the first six months after the birth or death, and within 24-hours of receipt of a request for certificate. Death certificates can be issued to family members, legal representatives, governmental agencies, or to the person or agency with personal or property rights. Birth records can be released to immediate family including grandparents, parents, brothers/sisters, legal representatives or governmental agencies. Employees working in this program must be registered with the state to assure competency. (An electronic birth and death data certification model was implemented requiring a significant increase in individual education with community partners.)

The Vital Records Program addresses the Accountability strategy of providing reliable information for decision-making in public health. Populations at risk for poor health outcomes are identified for the provision of proactive interventions. For example: Pregnant women were identified as being at greater risk for death from H1N1 influenza, by reviewing hospitalization data and death certificates. As a result, physicians and clinical services providing care to pregnant women were prioritized for receipt of vaccine averting deaths in this high risk population. Vital Records assures accurate, timely and confidential registration of birth and death events minimizing the opportunity for identity theft and assuring accurate record of cause of death and the identification of parents of the born child.

**Performance Measures**

Measure Type	Primary Measure	Previous Year Actual (FY11-12)	Current Year Purchased (FY12-13)	Current Year Estimate (FY12-13)	Next Year Offer (FY13-14)
Output	Number of birth and death certificates issued	39,194	40,715	39,858	40,293
Outcome		0	0	0	0
Efficiency	Average number of days to issue error free certificate	1	1	1	1

**Performance Measure - Description**

- 1) Certificates issued: Measures program volume.
- 2) Days to issue: Measures rapidity of issuance process. The 24-hour timeframe from receipt to issuance is mandatory.

## Legal/Contractual Obligation

Legal mandates are ORS 97, 146, 432; OAR 830 and 333.

## Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2013	2013	2014	2014
Personnel	\$0	\$485,608	\$0	\$465,332
Contracts	\$0	\$20,725	\$0	\$15,845
Materials & Supplies	\$0	\$20,162	\$0	\$18,783
Internal Services	\$2,181	\$105,127	\$0	\$131,517
<b>Total GF/non-GF:</b>	<b>\$2,181</b>	<b>\$631,622</b>	<b>\$0</b>	<b>\$631,477</b>
<b>Program Total:</b>	<b>\$633,803</b>		<b>\$631,477</b>	
Program FTE	0.00	5.70	0.00	5.36
<b>Program Revenues</b>				
Indirect for dep't Admin	\$39,175	\$0	\$40,494	\$0
Fees, Permits & Charges	\$0	\$631,622	\$0	\$631,477
<b>Total Revenue:</b>	<b>\$39,175</b>	<b>\$631,622</b>	<b>\$40,494</b>	<b>\$631,477</b>

## Explanation of Revenues

This is a fee driven, self-sustaining program. Despite the weakened economy, revenue appears to be stable. Per ORS 432.146, fees for records are established by the Oregon Health Authority, subject to the review of the Oregon Department of Administrative Services, and authorized by the Legislative Assembly. Fees (for both birth and death certificates) are \$20 for the first certificate ordered and \$15 for additional copies ordered at the same time (OAR 333-011-0106). Fees were last increased in 2003.

Death Certificate Fees: \$485,759

Birth Certificate Fees: \$145,718

## Significant Program Changes

**Last year this program was:** #40009, Vital Records

Portions of FTE and personnel costs from 3 positions were transferred within Environmental Health to reflect projected changes in workload and work responsibilities. There will be no impacts to clients and services.