

### Program #40009 - Vital Records

7/7/2014

Department:Health DepartmentProgram Contact:Jade DodgeProgram Offer Type:Existing Operating ProgramProgram Offer Stage:As Adopted

Related Programs:

**Program Characteristics:** 

#### **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.

#### **Program Summary**

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.

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<br>Type      | Primary Measure  | FY13<br>Actual | FY14<br>Purchased | FY14<br>Estimate | FY15<br>Offer |  |  |  |
| Output               | Number of birth and death certificates issued          | 41,147         | 40,293            | 40,643           | 41,037        |  |  |  |
| Outcome              |  | 0              | 0                 | 0                | 0             |  |  |  |
| Efficiency           | Average number of days to issue error free certificate | 1              | 1                 | 1                | 1             |  |  |  |

#### **Performance Measures Descriptions**

- 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 |
|----------------------|-----------------------|----------------------|-----------------------|----------------------|
| Program Expenses     | 2014                  | 2014                 | 2015                  | 2015                 |
| Personnel            | \$0                   | \$465,332            | \$0                   | \$474,533            |
| Contractual Services | \$0                   | \$15,845             | \$0                   | \$11,839             |
| Materials & Supplies | \$0                   | \$18,783             | \$0                   | \$17,584             |
| Internal Services    | \$0                   | \$131,517            | \$0                   | \$132,874            |
| Total GF/non-GF      | \$0                   | \$631,477            | \$0                   | \$636,830            |
| Program Total:       | \$631                 | ,477                 | \$636,830             |                      |
| Program FTE          | 0.00                  | 5.36                 | 0.00                  | 5.58                 |

| Program Revenues         |          |           |          |           |  |  |  |  |  |
|--------------------------|----------|-----------|----------|-----------|--|--|--|--|--|
| Indirect for Dept. Admin | \$40,494 | \$0       | \$43,375 | \$0       |  |  |  |  |  |
| Fees, Permits & Charges  | \$0      | \$631,477 | \$0      | \$636,830 |  |  |  |  |  |
| Total Revenue            | \$40,494 | \$631,477 | \$43,375 | \$636,830 |  |  |  |  |  |

## **Explanation of Revenues**

This is a fee driven, self-sustaining program and fee revenue for Vital Records in FY2015 is \$636,830.

# Significant Program Changes

Last Year this program was: 40009 Vital Records