

**Department:** Health Department      **Program Contact:** Jae Douglas  
**Program Offer Type:** Existing Operating Program      **Program Offer Stage:** As Requested  
**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. The program received high marks on the 2014 state triennial evaluation that assesses the quality and accountability of the program.

**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.

The Vital Records Program provides 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 great 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**

<b>Measure Type</b>	<b>Primary Measure</b>	<b>FY14 Actual</b>	<b>FY15 Purchased</b>	<b>FY15 Estimate</b>	<b>FY16 Offer</b>
Output	Number of birth and death certificates issued	40267	40643	40067	41523
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	2015	2015	2016	2016
Personnel	\$0	\$474,533	\$0	\$482,193
Contractual Services	\$0	\$11,839	\$0	\$23,711
Materials & Supplies	\$0	\$17,584	\$0	\$11,987
Internal Services	\$0	\$132,874	\$0	\$122,981
<b>Total GF/non-GF</b>	<b>\$0</b>	<b>\$636,830</b>	<b>\$0</b>	<b>\$640,872</b>
<b>Program Total:</b>	<b>\$636,830</b>		<b>\$640,872</b>	
<b>Program FTE</b>	0.00	5.58	0.00	5.38

Program Revenues				
Indirect for Dept. Admin	\$43,375	\$0	\$38,530	\$0
Fees, Permits & Charges	\$0	\$636,830	\$0	\$640,872
<b>Total Revenue</b>	<b>\$43,375</b>	<b>\$636,830</b>	<b>\$38,530</b>	<b>\$640,872</b>

## Explanation of Revenues

This is a fee driven, self-sustaining program. Fee revenue for Vital Records in FY2016 is \$640,872.

## Significant Program Changes

Last Year this program was: FY 2015: 40009 Vital Records