

Department: Health Department **Program Contact:** Jae Douglas
Program Offer Type: Existing Operating Program **Program Offer Stage:** As Proposed
Related Programs:
Program Characteristics:

Executive Summary

The Vital Records program is a legislatively mandated, fee supported program that issues 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 and used for public health prevention and intervention activities for positive health outcomes.

Program Summary

The Vital Records program 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 so that populations at risk for poor health outcomes are identified to receive 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. Also, the program assures accurate, timely, and confidential registration of birth and death events, which minimizes the opportunity for identity theft and assures accurate record of cause of death and identification of parents of the born child.

Performance Measures

Measure Type	Primary Measure	FY19 Actual	FY20 Budgeted	FY20 Estimate	FY21 Offer
Output	Number of birth and death certificates issued	36,002	35,763	34,643	35,200
Outcome	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

	Adopted General Fund	Adopted Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2020	2020	2021	2021
Personnel	\$0	\$465,829	\$0	\$591,588
Contractual Services	\$0	\$19,537	\$0	\$15,200
Materials & Supplies	\$2,195	\$14,495	\$14,345	\$8,286
Internal Services	\$0	\$394,207	\$0	\$278,994
Total GF/non-GF	\$2,195	\$894,068	\$14,345	\$894,068
Program Total:	\$896,263		\$908,413	
Program FTE	0.00	4.75	0.00	5.50

Program Revenues				
Fees, Permits & Charges	\$0	\$894,068	\$0	\$894,068
Total Revenue	\$0	\$894,068	\$0	\$894,068

Explanation of Revenues

This program generates \$69,216 in indirect revenues.

This is a fee driven, self-sustaining program. The fee schedule is established by the State of Oregon.

\$ 894,068 - Vital Stats Certs (Licenses)

\$ 14,345 - Vital State Certs (Licenses) general fund fees

Significant Program Changes

Last Year this program was: FY 2020: 40009-20 Vital Records