## Program #40009 - Vital Records                         FY 2024 Proposed

**Department:** Health Department | **Program Contact:** Andrea Hamberg

**Program Offer Type:** Existing | **Program Offer Stage:** 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 program's goal is to accurately report birth and death certificates in Multnomah County in order to provide accurate data that is used to inform public health prevention and intervention activities. This goal supports achievement of positive health outcomes and equitable opportunities for health to all Multnomah County residents.

## Program Description

The Vital Records Program issues birth and death certificates within the first six months after a birth or death, and within 24-hours of receipt of a request for certificate. The program assures accurate, timely, and confidential registration of birth and death events, minimizing the opportunity for identity theft, and assuring accurate record of important data such as cause of death and identification of birth parents. Death certificates can be issued to family members, legal representatives, governmental agencies, or to a person or agency with personal or property rights. Birth records can be released to immediate family including grandparents, parents, siblings, 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 data analysis to inform public health decision-making, including the identification of racial health disparities and informing responsive public health interventions. For example, during the COVID-19 pandemic, marginalized communities of color were severely impacted by the virus, and information provided on death certificates helped identify racial disparities in COVID fatalities.

The program engages local funeral homes, family members, and legal representatives to maximize accuracy of reported information. The program is constantly evolving to better meet community needs by soliciting regular feedback from its clients. For example, the program is in the process of launching an online platform that can be conveniently accessed by the public.

## Performance Measures

| Measure Type | Primary Measure | FY22 Actual | FY23 Budgeted | FY23 Estimate | FY24 Offer |
|---|---|---|---|---|---|
| Output | Number of birth and death certificates issued | 43,692 | 38,000 | 48,000 | 50,000 |
| Outcome | Average number of days to issue error free certificate | 1 | 1 | 1 | 1 |

## Performance Measures Descriptions

Performance Measure 1) The number of death certificates issued in FY21 was slightly higher than previous years (about 5,000 more), potentially due to the COVID-19 pandemic.

## 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** | **2023** | **2023** | **2024** | **2024** |
| Personnel | $0 | $601,310 | $3,515 | $587,061 |
| Contractual Services | $0 | $18,082 | $384 | $18,169 |
| Materials & Supplies | $4,000 | $13,110 | $0 | $17,405 |
| Internal Services | $0 | $250,434 | $0 | $260,301 |
| **Total GF/non-GF** | **$4,000** | **$882,936** | **$3,899** | **$882,936** |
| **Program Total:** | **$886,936** | | **$886,835** | |
| **Program FTE** | 0.00 | 5.30 | 0.00 | 5.10 |

| | | | | |
|---|---|---|---|---|
| **Program Revenues** | | | | |
| Fees, Permits & Charges | $0 | $882,936 | $0 | $882,936 |
| **Total Revenue** | **$0** | **$882,936** | **$0** | **$882,936** |

## Explanation of Revenues

This program generates $82,013 in indirect revenues.
This is a fee driven, self-sustaining program. The fee schedule is established by the State of Oregon.

Fees  $  882,936 - Vital Stats Birth Certs

## Significant Program Changes

**Last Year this program was:** FY 2023: 40009 Vital Records