

Department: Health Department

Program Contact: Jeff Martin

Program Offer Type: Operating

Program Offer Stage: Proposed

Related Programs:
Program Characteristics:
Program Description

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.

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.

Via OAR 333-011, Vital Records program provides reliable information for data analysis to inform public health decision-making, trends, health impacts and including the identification of racial health disparities. Multnomah county collaborates internally and externally over this data to inform health officials, researchers and policy makers to make informed decisions.

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	Performance Measure	FY24 Actual	FY25 Budgeted	FY25 Estimate	FY26 Target
Output	Number of birth and death certificates issued	42,300	35,471	43,075	39,840
Outcome	Average number of days to issue error free certificates	1	1	1	1

Performance Measures Descriptions

Output is the number of birth and death certificates issued by our Multnomah County Vital Records office for individuals requesting certificates within 6 months from the date of birth or death. We average a total of 1 certificate error made by our office, funeral homes, or medical errors that are voided and reported to the Oregon Health Authority.

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	2025	2025	2026	2026
Personnel	\$0	\$623,776	\$0	\$677,247
Contractual Services	\$0	\$39,857	\$0	\$39,857
Materials & Supplies	\$0	\$19,104	\$0	\$26,066
Internal Services	\$0	\$271,644	\$151,390	\$252,830
Total GF/non-GF	\$0	\$954,381	\$151,390	\$996,000
Program Total:	\$954,381		\$1,147,390	
Program FTE	0.00	5.22	0.00	5.32

Program Revenues				
Fees, Permits & Charges	\$0	\$954,381	\$0	\$996,000
Total Revenue	\$0	\$954,381	\$0	\$996,000

Explanation of Revenues

This program generates \$106,192 in indirect revenues.

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

Fees \$996,000 - Vital Stats Birth and Death Certificates

Significant Program Changes

Last Year this program was: FY 2025: 40009 Vital Records

An electronic birth and death data certification model was implemented requiring a significant increase in individual education with community partners.