Multnomah County				
Program #40009 - Vital I	Records			2/17/2017
Department:	Health Department	Program Contact:	Jae Douglas	
Program Offer Type:	Existing Operating Program	Program Offer Stage:	As Requested	
<b>Related Programs:</b>				
Program Characteristics	s: In Target			

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 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 Type	Primary Measure	FY16 Actual	FY17 Purchased	FY17 Estimate	FY18 Offer	
Output	Number of birth and death certificates issued	41,836	44,530	40,948	41,713	
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 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	2017	2017	2018	2018
Personnel	\$0	\$663,036	\$0	\$657,449
Contractual Services	\$0	\$19,264	\$0	\$19,537
Materials & Supplies	\$0	\$15,719	\$0	\$16,194
Internal Services	\$0	\$161,084	\$0	\$170,155
Total GF/non-GF	\$0	\$859,103	\$0	\$863,335
Program Total:	\$859,103		\$863,335	
Program FTE	0.00	7.23	0.00	6.91

Program Revenues				
Indirect for Dept. Admin	\$62,723	\$0	\$62,260	\$0
Fees, Permits & Charges	\$0	\$859,103	\$0	\$863,335
Total Revenue	\$62,723	\$859,103	\$62,260	\$863,335

## **Explanation of Revenues**

This is a fee driven, self-sustaining program. The fee schedule is established by the State of Oregon. Vital Stats Certs (Licenses): \$863,335

## Significant Program Changes

Last Year this program was: FY 2017: 40009 Vital Records