



Funeral Home Update 08/06/2008

Attn: Funeral Directors – Please share the following updates with your staff.

Upcoming Holidays

The office will be closed Monday, September 1, 2008 for Labor Day. For the full schedule of county-observed holidays that the office will be closed, visit www.sccgov.org, Click on *County Holidays Calendar* in the Quick links section to the right.

State Office of Vital Records Updates

Electronic Death Registration System/Technical Advisory Group Meeting Summary

On Wednesday, June 25, 2008 the State Office of Vital Records held an EDRS/TAG Meeting. Here are some highlights from that meeting:

- Dr. Gobar discussed recent version changes to EDRS. Version 2.4 launched on May 8, 2008 and minor updates were made on June 12, 2008. These changes included:
 - New forms: VS-24e, VS-24Ae, VS-9e
 - New Create screen: First Name, Middle Name, Last Name, Date of Death, Jurisdiction of Death (remove “Record Access Controls”)
 - Potential Duplicates extended from the user’s organization to the entire registration jurisdiction
 - SSA’s new SSNV software
 - Additional validation of gender and 113A
 - Education: Unknown included in drop down list
 - Type ahead function for States and Counties (trial)
 - Updated Handbook section links
 - Addition of Handbook appendices
 - New Custom Column sort: REG SR
 - New search filter: State Registration Date
 - Banner and background color: Production blue, Training green
 - Funeral Home can now start a record and then transfer to a Medical Facility
 - Coroner Amendments can accept up to 4000 characters in fields 112 and 113
- Melissa Reyes, the EDRS Training Manager, shared a list of the Top 10 (plus 5) most frequently asked questions of EDRS Helpdesk staff. This document is available upon request.



- Melissa also shared the EDRS Implementation Schedule and a Training Update. Madera county just went live May 1, 2008. Mariposa, Siskiyou, and Tuolumne counties went live June 1, 2008. Humboldt county just went live August 1, 2008. To see which counties are on EDRS and which are not, visit <http://edrs.ucdavis.edu/edrs/schedule.jsp>.

[If you have new staff that need to be trained on EDRS or existing staff that need a refresher training, please contact Sarah Barragan at 408.792.5028 to coordinate a local training or find one in a closer location...like San Francisco].

- Dave Fisher facilitated a discussion about open modification requests.

EDRS Reminders

- **Open Mic Call for Funeral Homes.** The CFDA may have apprised you of a new networking opportunity that started in March. On the 3rd Thursday of every month at 9am the State is hosting an "Open Mic" Conference Call for Funeral Directors and/or their DC Clerks. See flyer attached for details.
- **MI Review Suggestion.** Since May 2008, the MI Review feature has been made mandatory in Santa Clara County. However, we would ask that when you submit records for MI Review, you include 2 additional pieces of information that are not technically part of the medical information section (the Funeral Establishment field, and the Date of Birth/Age fields). If we have a question about a record while reviewing and the funeral establishment name is left blank, sometimes we have a difficult time locating the record originator. As well, for certain causes of death (like pneumonia), age is an important factor to consider when approving the MI. Therefore, if the Date of Birth/Age field is not completed, sometimes we have to further clarify with the funeral establishment via phone or fax.
- **Physician Signature/Date Field.** It is preferred that funeral homes do not enter a date in the physician signature field (field 117). The EDRS server will automatically assign a date when the attestation goes through.

*If you have any questions or concerns about these updates or other issues, please feel free to contact our office at 408.885.2008.