CALIFORNIA FETAL DEATH REGISTRATION SYSTEM
TRAINING ANNOUNCEMENT
April 12, 2013 – San Jose, CA

TITLE: California Fetal Death Registration System (CA-FDRS) Training Seminar

PURPOSE/DISRIPTION: The California Department of Public Health-Vital Records will be conducting training for the new fetal death registration system. CA-FDRS will be California's system for electronic fetal death certificate origination and registration. California currently processes over 3,000 new fetal death certificates per year. The Web-based CA-FDRS system will provide the ability for coroners, funeral directors, doctors, and hospitals to submit electronic fetal death certificates for registration 24 hours a day. This seminar is designed to equip trainees with the knowledge and skills required to process and submit certificates in the new electronic fetal death registration system.

COURSE OUTLINE:
1. Introduction
2. Handout Overview
3. Profiles
4. Use of Filters
5. Create Fetal Death Certificate
   a. New Tab Layout
   b. Authentications
6. MI Review
7. Remote Attestation
8. Disposition Permits
9. Amendments
10. Unlock Record
11. Validate for Registration
12. Print Working Copy
13. Refer Record to Coroner
14. Coroner Accept/Review/Decline
15. Drop to Paper
16. Q&A

TARGET AUDIENCE: This class is a requirement for anyone wishing to gain access to CA-FDRS. Local County Health Registrars, Deputy Registrars, Funeral Directors, Funeral Home Staff, Coroners, Medical Examiners and Hospital Decedent Affairs Staff should all attend.
**PREREQUISITE:** The only prerequisite for attending the CA-FDRS training is to fill out and return a FDRS Participation Agreement to your Local Registrar’s Office.

**DATE, TIME AND LOCATION:**
April 12, 2013 @ 9:00 A.M
San Jose Masonic Center
2500 Masonic Drive
San Jose, CA 95125

**ADMINISTRATIVE INFORMATION:** There is no cost for attendance at this seminar. However, you must attend to receive access to CA-FDRS. All lodging, meals and additional costs are the responsibility of the student.

**TO REGISTER:** Please fill out and return page 3 of this announcement, the FDRS Training Attendance Confirmation Form, by COB April 3rd, 2013 to the FDRS Help Desk at fdrshelp@cdph.ca.gov or fax to (916) 323-2299. You will be provided confirmation by e-mail upon receipt of the Attendance Confirmation Form.

**REGISTRATION DEADLINE:** The registration deadline is Wednesday, April 3rd, 2013.

**MATERIALS REQUIRED:** Pencils/Pens and paper for note taking. All handouts will be provided.

**OTHER TIMES TO ATTEND:** This class will not be offered again in the immediate future.

**TO GET MORE INFORMATION:** For further information, please contact the FDRS Help Desk at (916) 552-8123 or email fdrshelp@cdph.ca.gov.
Please complete this form and e-mail to fdrshelp@cdph.ca.gov or fax to (916) 323-2299.

It is understood that everyone wanting to gain access to CA-FDRS must complete the above training course. Please fill in your facility name and list the names of all persons from your facility that will be attending.

**FACILITY NAME:** _________________________________________________________________

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