



Transforming the Massachusetts Death Certificate Process

Vitals Information Partnership (V.I.P.)

EDRS System Introduction and Overview, July 2014

ON REVERSE SIDE
USE BY
VITALS
EXAMINERS

The Commonwealth of Massachusetts
STANDARD CERTIFICATE OF DEATH
REGISTRY OF VITAL RECORDS AND STATISTICS

1. DECEASED - NAME FIRST MIDDLE LAST SEX
2. PLACE OF DEATH (Specify)
3. COUNTY OF DEATH
4. HOSPITAL OR OTHER INSTITUTION - (Specify)
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DECEDENT

INFORMANT

DISPOSITION

What is the V.I.P. EDRS?

V.I.P. is the Commonwealth's "Vitals Information Partnership" system -- an electronic registration and issuance system for births, deaths, and other vital events.

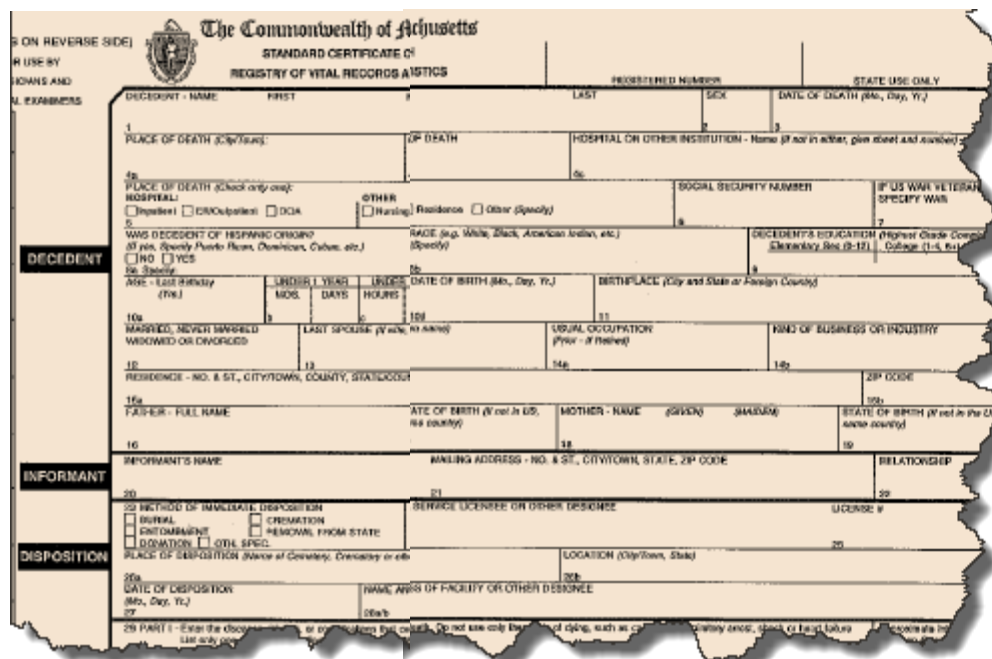
V.I.P. is still a system in development. The birth module was launched successfully in 2011 and has over 900 users.

Commonly referred to as an "electronic death registration system" or "EDRS," the death module will be the next to "go-live." When fully implemented, the death module is expected to grow to thousands of users.



Why change?

Paper is slow, prone to error,
easy to lose and invites fraud and
identity theft.



The Commonwealth of Massachusetts
STANDARD CERTIFICATE OF
REGISTRY OF VITAL RECORDS AND STATISTICS

1. PLACE OF DEATH (Specify): 2. DATE OF DEATH (Mo., Day, Yr.) 3. SEX 4. REGISTERED NUMBER 5. STATE USE ONLY

6. PLACE OF DEATH (School only): 7. SOCIAL SECURITY NUMBER 8. IF US WAR VETERAN SPECIFY WAR 9. DECEASED'S EDUCATION (Highest Grade Completed) 10. DECEASED'S OCCUPATION (Specify)

11. DATE OF BIRTH (Mo., Day, Yr.) 12. BIRTHPLACE (City and State or Foreign Country) 13. RESIDENCE - NO. & ST., CITY/TOWN, COUNTY, STATE/ZIP 14. ZIP CODE

15. FATHER - FULL NAME 16. ATE OF BIRTH (If not in US, give country) 17. MOTHER - NAME (Given) (Surname) 18. STATE OF BIRTH (If not in the US, give country)

19. INFORMANT'S NAME 20. MAILING ADDRESS - NO. & ST., CITY/TOWN, STATE, ZIP CODE 21. RELATIONSHIP

22. METHOD OF DISPOSAL 23. SERVICE LICENSED OR OTHER LICENSEE 24. LICENSE #

25. PLACE OF DEPOSITION (Specify of Country, Precinct or etc) 26. LOCATION (City/Town, State)

27. DATE OF DEPOSITION (Mo., Day, Yr.) 28. NAME, ADDRESS OF FACILITY OR OTHER DESIGNEE

29. PART I - Enter the date, time, or place of death. Do not use only the date of death, such as on January one, third or first of the month.



Why change?

V.I.P. will make Massachusetts death certificates much more timely and accurate, which is critically important for families and public health surveillance.

V.I.P.:

- Prevents errors and fraud
- Makes pandemic and emergency response possible
- Centralized data available in days, not months
- Offers convenient preparation and issuance, saving funeral directors, certifiers, towns, and families time, mileage and money.

Medical Research

MA Cancer Registry

Pandemic and disease surveillance

Centers for Disease Control and Prevention

Injury Surveillance and Prevention



Estate Settlement

*Childhood
Fatality
Surveillance*

*Genealogy & Family
Medical Histories*

Certified Copies

*Law Enforcement
and Homeland Security*

Social Security Administration

National Death Index

Occupational Fatality Surveillance



Who uses V.I.P. EDRS?

Funeral Directors

Certifying Physicians and Nurse Practitioners

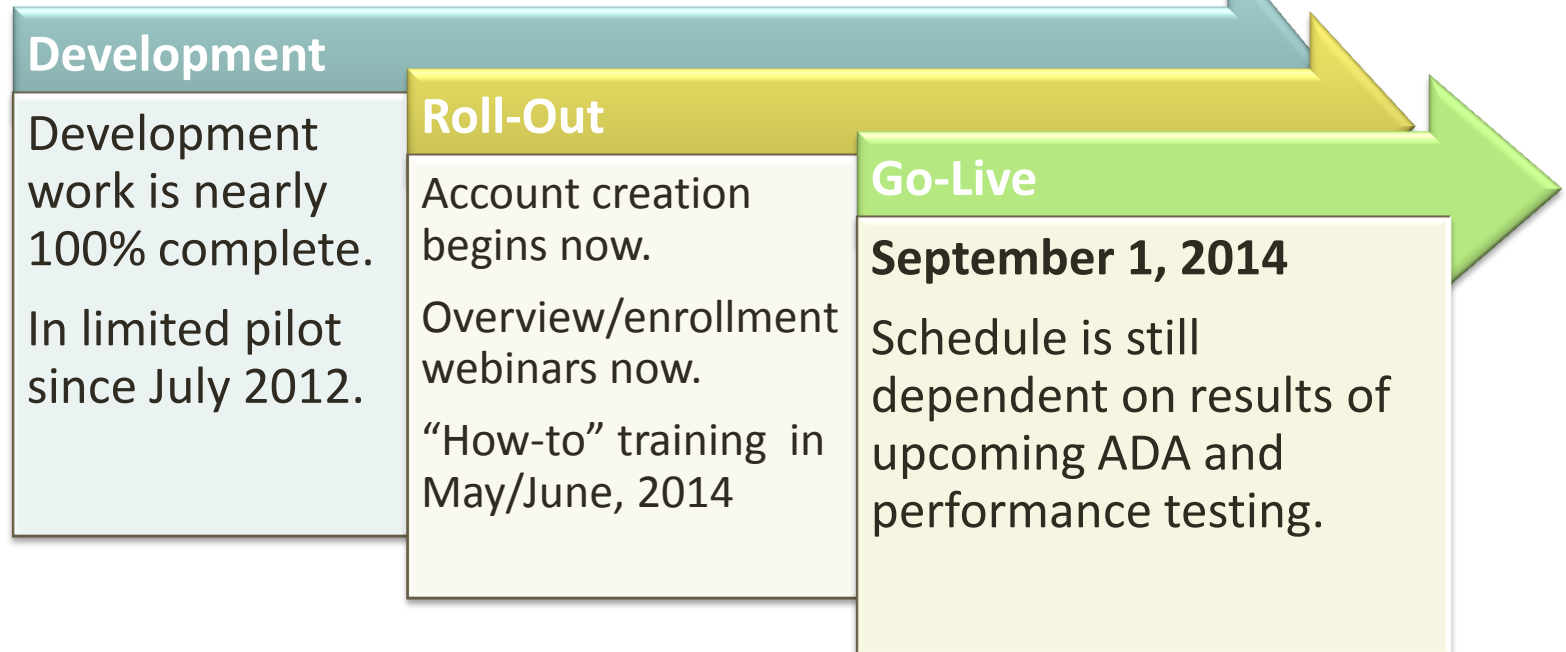
Medical Staff

City and Town Clerks

Boards of Health



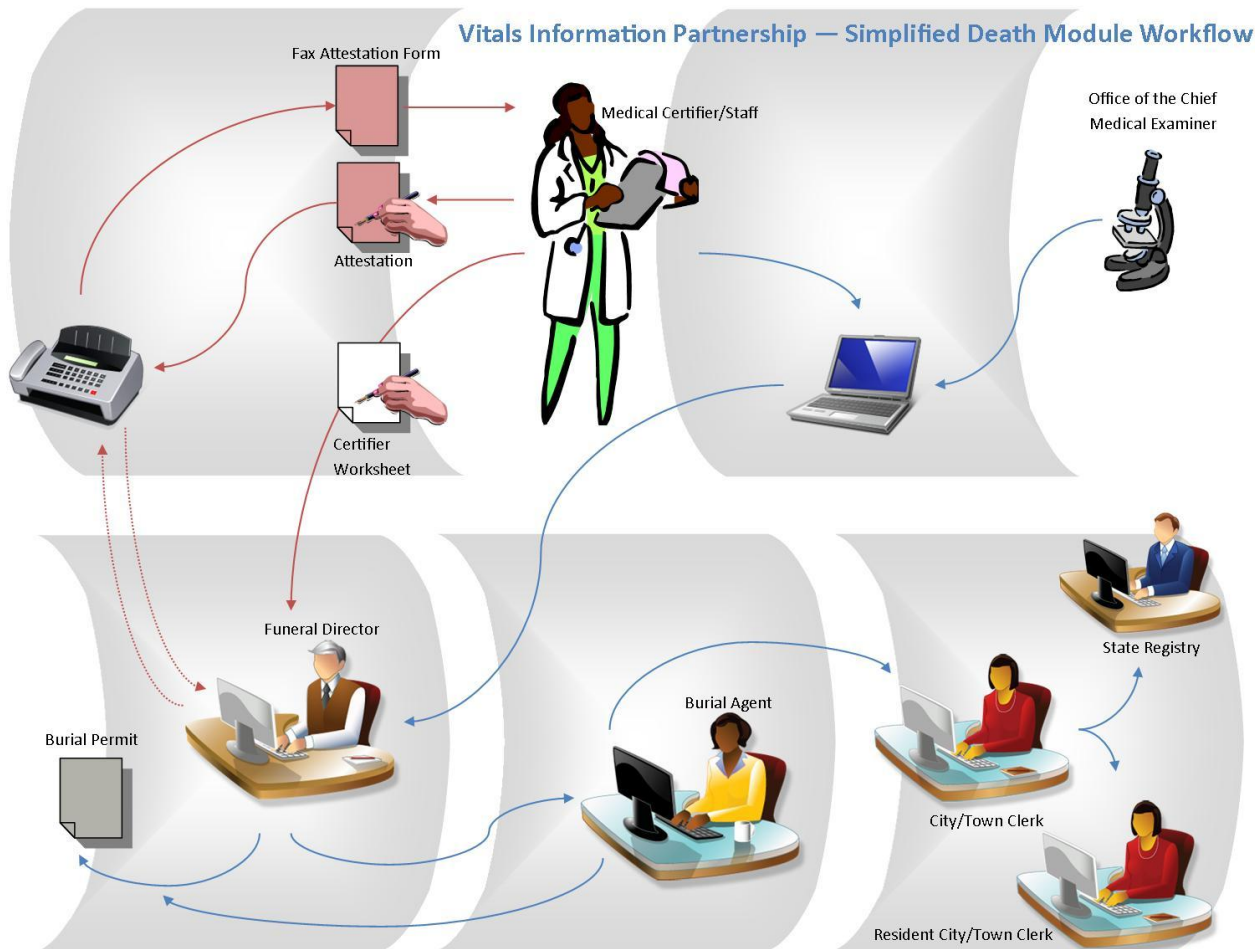
When does V.I.P. EDRS happen?



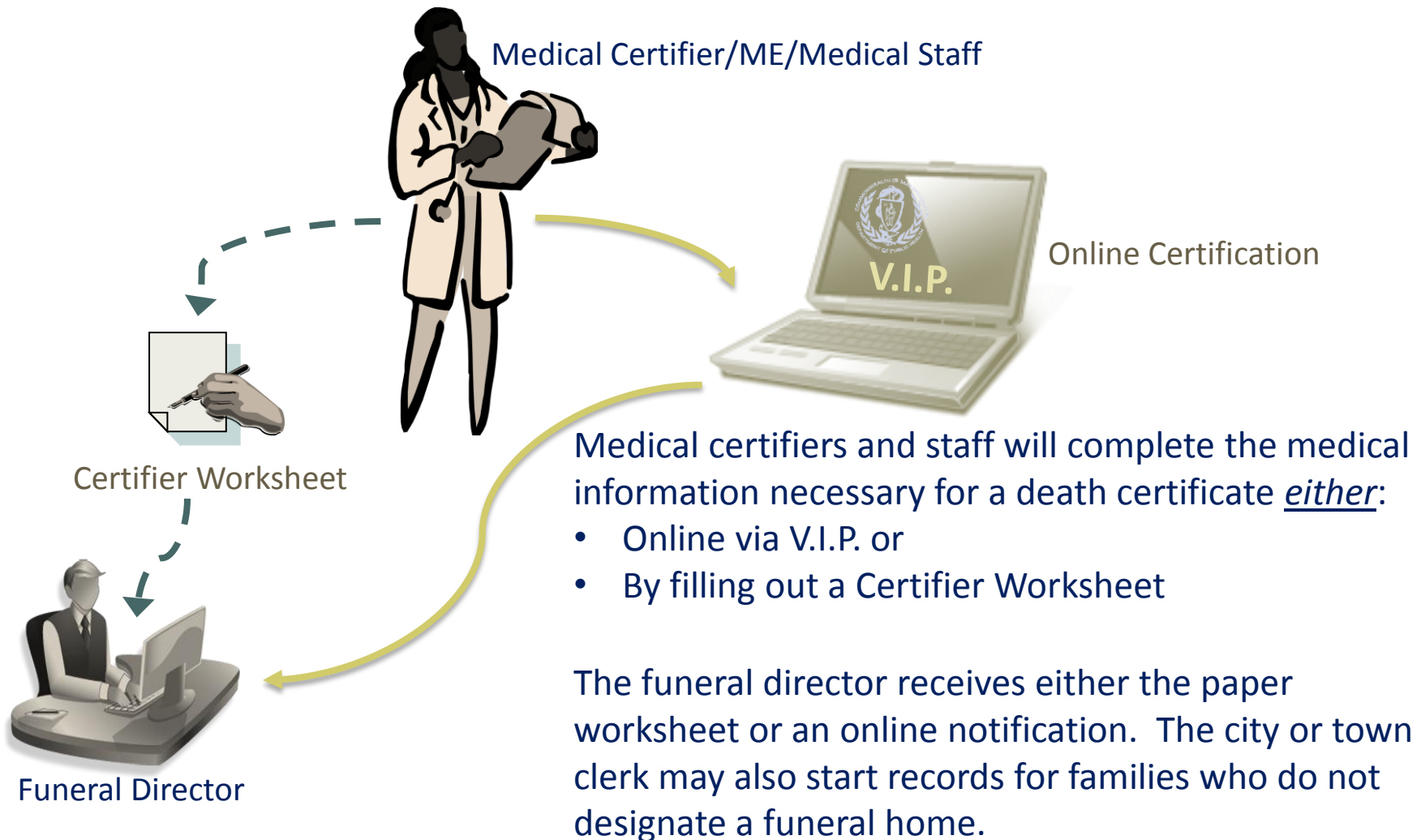
All Funeral Directors, Burial Agents (or Board of Health designees), and City and Town Clerks will need a V.I.P. account to use the new forms and processes.

Medical Certifiers (physicians, certifying nurse practitioners) may opt to participate online or by fax attestation. Some hospitals, nursing homes and other facilities may also choose to enroll medical data entry staff.

EDRS Simplified Workflow



Where will a death record start?



Online Certification

Physicians and certifying Nurse Practitioners that complete the medical portion of the death certificate, and certify online, are done!

Authorized medical data entry staff may also enter medical information, but the online Certifier will still certify the information in V.I.P.



Medical Certifier



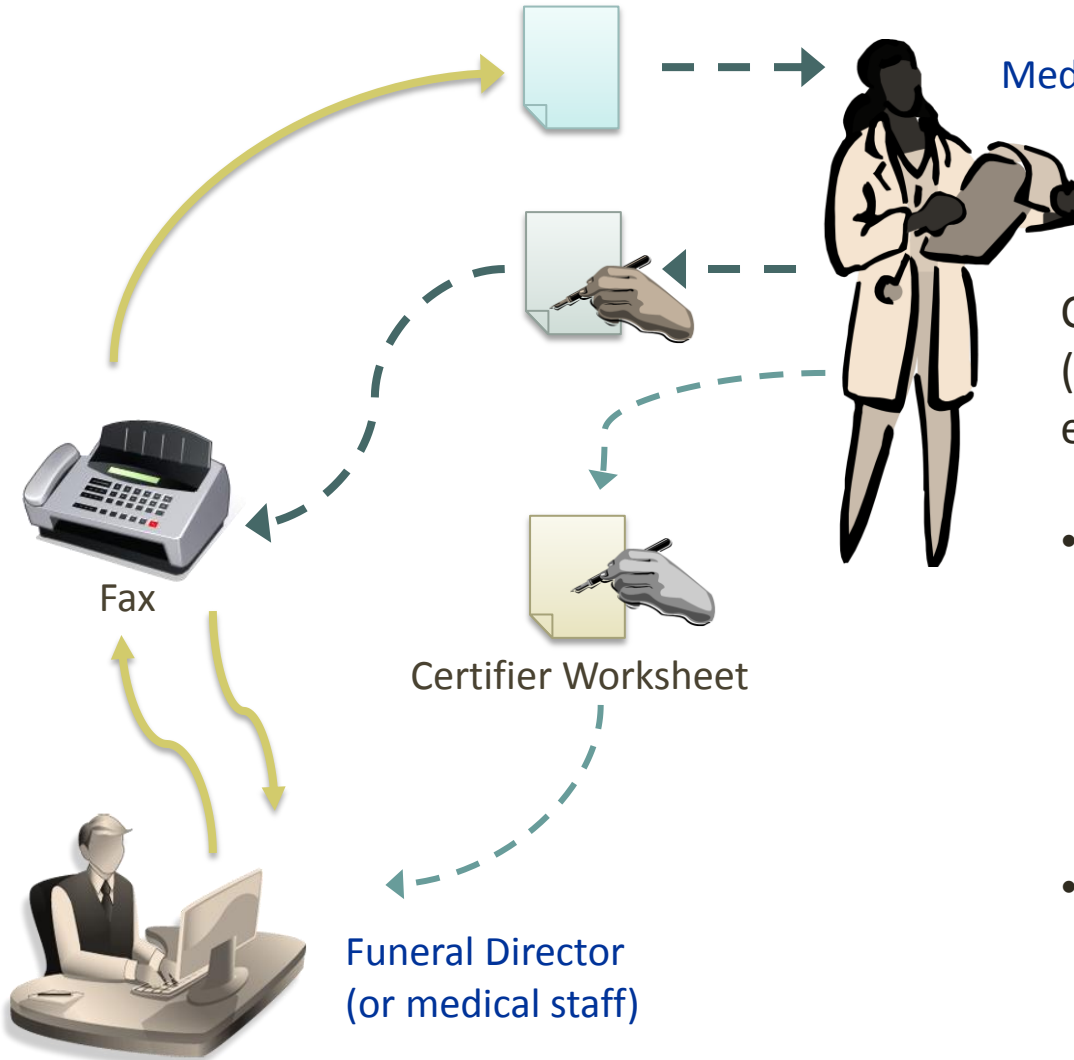
Online Certification



Funeral Director

The funeral director will finish the remaining parts of the death record.

Fax Attestation



Medical Certifier

Certifiers not yet online must verify (“attest”) medical information entered into V.I.P. for them.

- The funeral director (or medical data entry staff) will enter the worksheet information and fax an attestation form to the certifier via V.I.P.
- The medical certifier will review and sign the form, and fax it back to the V.I.P. system.



Preparation for EDRS

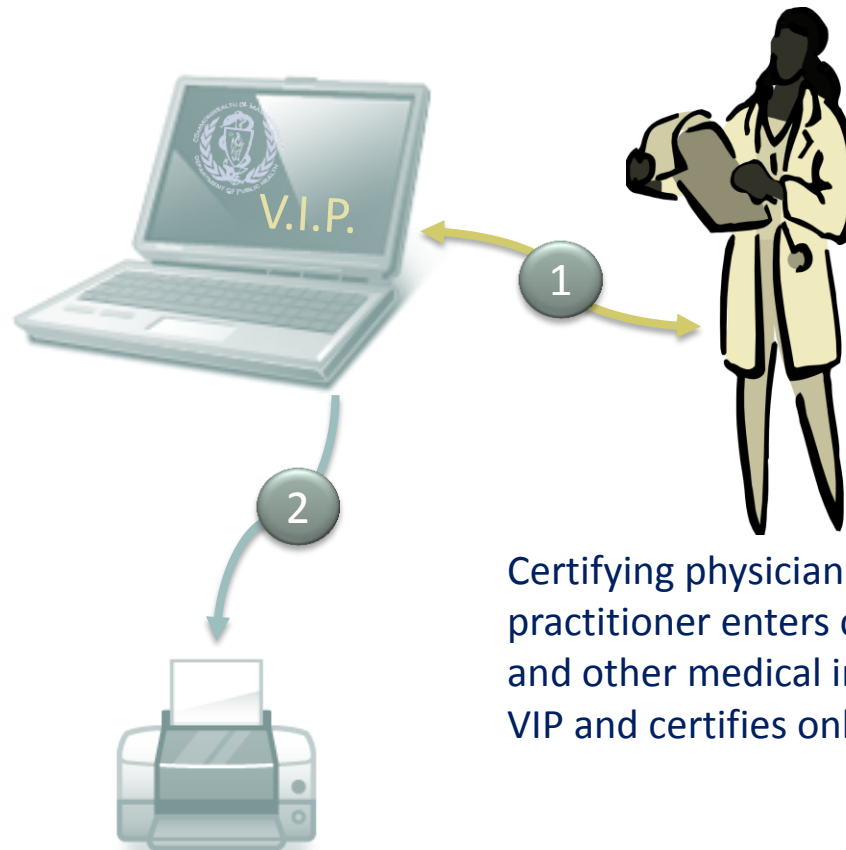
- Preparing for EDRS
 - Each facility/practice will need to determine their specific process and policy
 - RVRs is willing to help discuss this
 - Online users need Virtual Gateway accounts and must submit application paperwork
 - Multiple forms, but usually a one-time process
 - Certifiers will have a single EHS portal account with access to multiple applications
 - Staff may be associated with the facility, a private-practice, or both
- Training
 - RVRs training will be available primarily through eLearning Modules
 - All death certificate partners will receive training to understand the new forms and online/offline processes
 - Online users will also receive EDRS system training
 - Certifiers will also receive cause-of-death quality improvement training
 - Each facility/practice will also need to internally train staff to their specific new process and policy



What workflows are supported?

- The following graphics depict a few of the typical workflows that the electronic death registration system will be able to accommodate for medical certification of death certificates.
- Facilities may use one or a combination of these options, or talk to the Registry about other options that might be available to them.

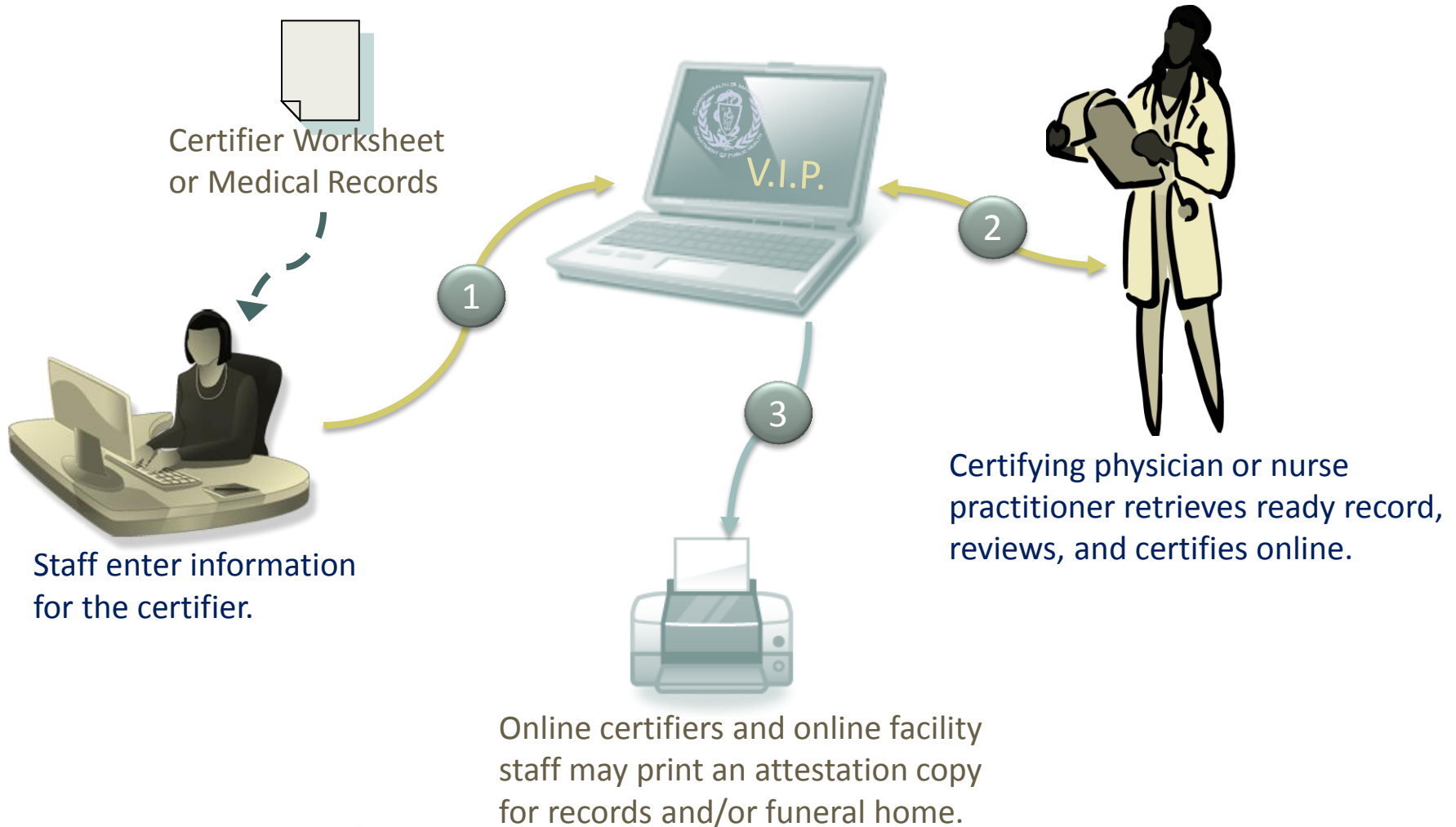
Workflow A: Certifier Enters Medical Information and Certifies Online



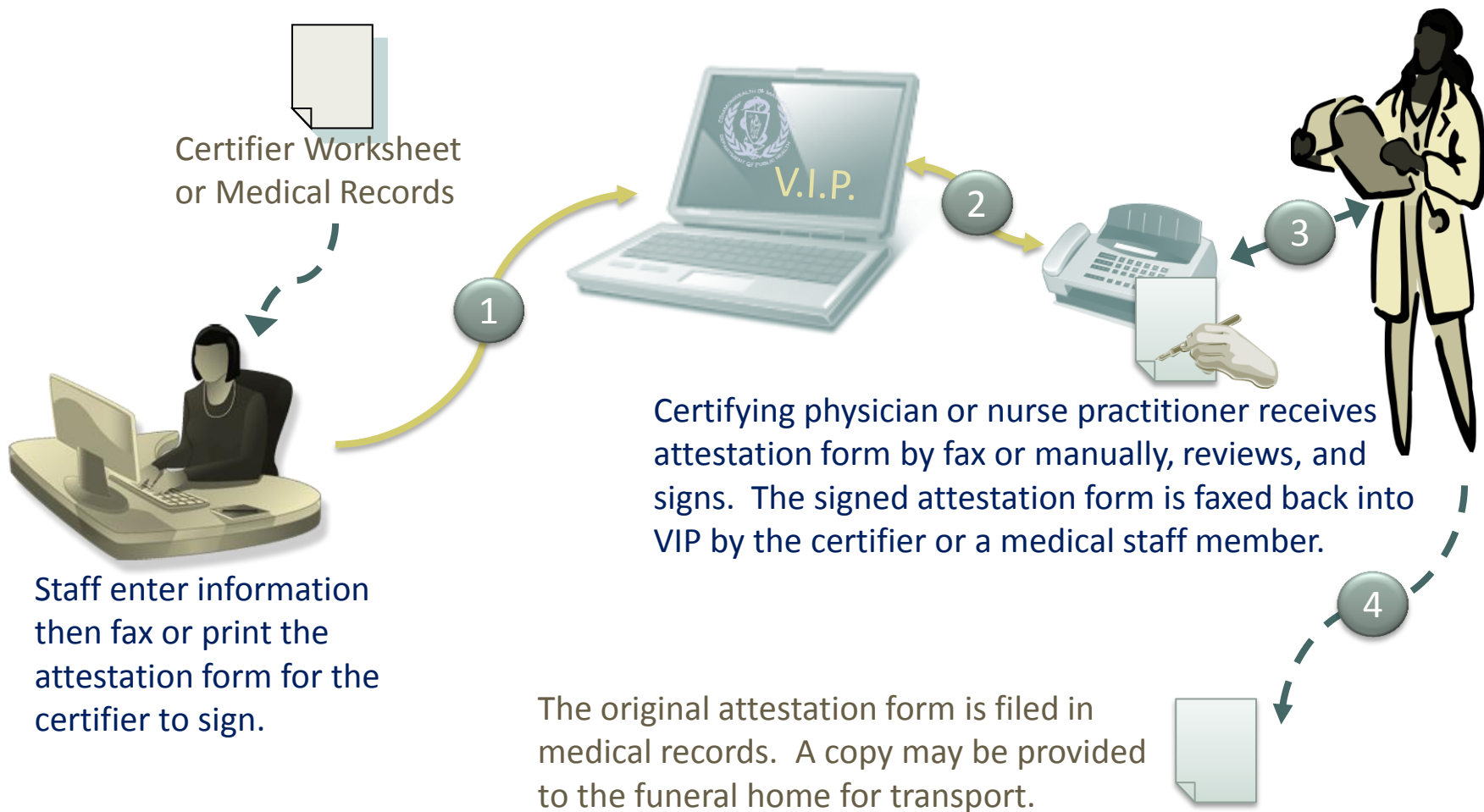
Certifying physician or nurse practitioner enters cause-of-death and other medical information in VIP and certifies online.

Online certifiers and online facility staff may print an attestation copy for records and/or funeral home.

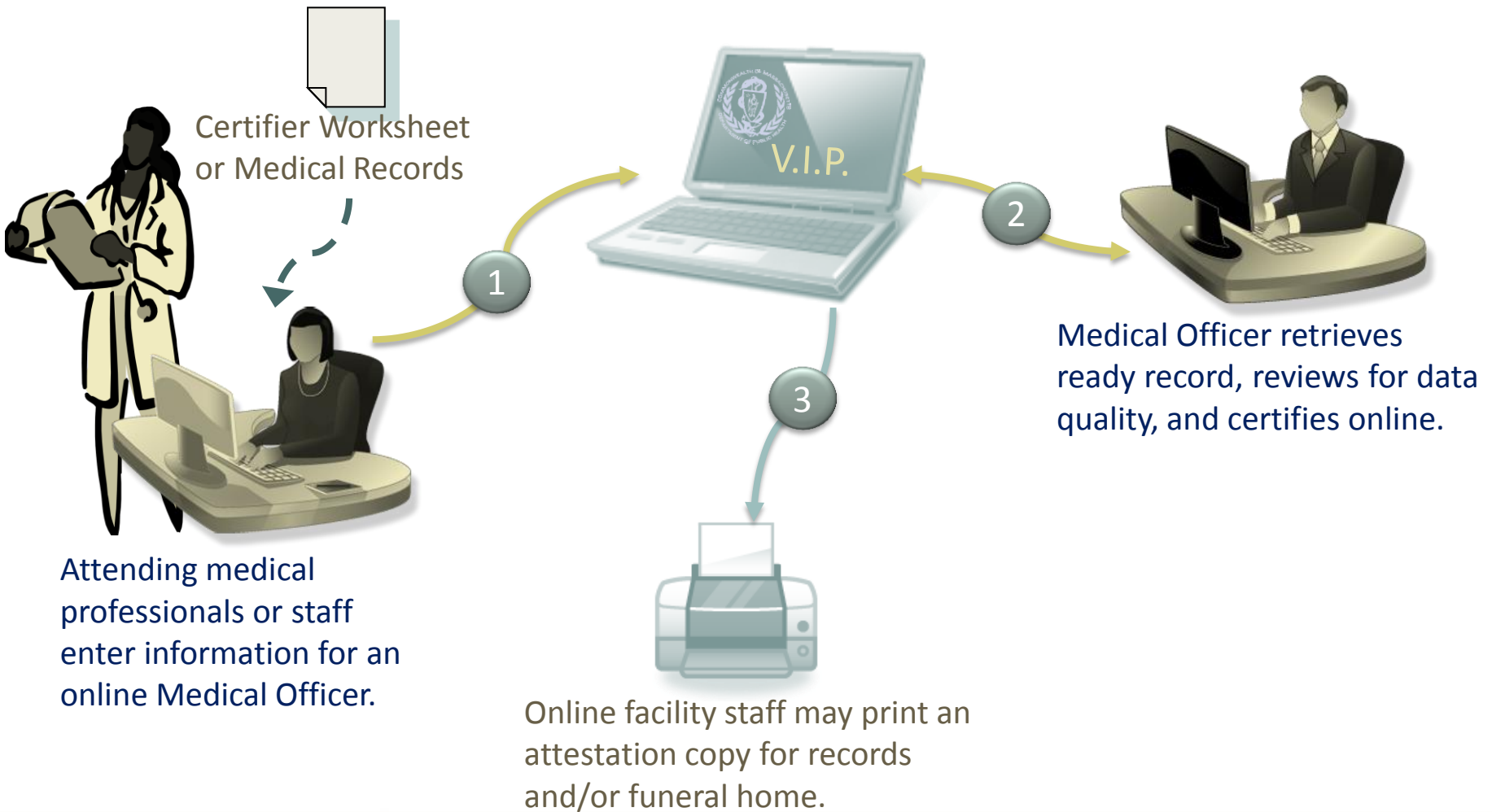
Workflow B: Medical Staff Prepare Record for Online Certification



Workflow C: Medical Staff Prepare Record for Fax Attestation



Workflow D: Physicians/NPs/Staff Prepare Record for Facility Medical Officer





What are some hospitals considering?

- All certifiers online, supported by data entry staff
 - Attending and certifying physicians will complete a certifier worksheet or other tailored facts of death sheet and provide that information to staff who will perform data entry
 - Medical Data Entry Staff can create the record and assign to the certifier when ready for signature. Certifier reviews for accuracy, enters date signed and certifies with minimal steps
 - Physician can also create the record and certify without medical data entry assistance
- Frequent certifiers online, others offline, all supported by data entry staff
 - Attending and certifying physicians will complete a certifier worksheet or other tailored facts of death sheet and provide that information to staff who will perform data entry
 - Frequent certifiers will certify online as described above
 - Infrequent certifiers or those who do not use computers will follow the fax attestation process
 - Medical Data Entry Staff will enter the record information, print the attestation form for offline certifiers; obtain a certifier signature; and fax into the EDRS.



What are some hospitals considering?

- Core group of certifiers, supported by data entry staff
 - The hospital selects a core group of certifiers who will certify records online. In some cases these are Quality Assurance physicians or physician unit heads
 - Attending and certifying physicians will complete online or complete a certifier worksheet or other custom facts of death sheet and provide that information to staff who will perform data entry
 - When staff data entry is complete, the record is assigned to the one of the core group of certifiers who reviews the record and makes any necessary changes and certifies the record
- All fax attestation
 - Attending and certifying physicians will complete a certifier worksheet or other tailored facts of death sheet and provide that information to staff who will perform data entry
 - Medical Data Entry Staff can create the record print the attestation for offline certifiers; obtain the certifier signature; and fax into the EDRS
 - In the absence of data entry staff, the certifier can provide the certifier worksheet to the funeral home for data entry



Links

More information about account creation and other training material is available on the Registry's VIP web page:

www.mass.gov/dph/vip. Updated information and training resources will be added as they become available.

The practice site URL is for use with practice accounts:

<http://173.166.20.212:8080/vips/>

The production (live) URL for use with your user account is:

www.mass.gov/vg. Select Logon to the Virtual Gateway.

Please email the V.I.P. Project Team with any questions you have about this process with the **subject, "Webinar Question"** to

vip@state.ma.us