


# Changes to the EDRS -- September 26, 2009

## New Search function


### Automatic display of unregistered records replaces searching for records.

- When you select **Create/Update Demographic Record** you will no longer “search” for a record by entering the decedent’s name or other information. Instead, in all cases after you select the Create/Update function, the entire list of current unregistered records will be displayed. You should review the list and select the record you wish to update or complete. If no record has been started for the decedent, select **Add New** from the bottom of the page.



User: danders  
Facility: AG Funeral Home

**Electronic Death Registration System**



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Create/Update Demographic Record

**Search for a Record**

**Started EDRS Records**  
Please review this list and select the record you wish to update or complete. If no record has been started for the decedent select "Add New" from the bottom of the page.

Select	Last Name	First Name	Middle Name	Date of Birth	Date of Death	Demographic Assigned	Medical Assigned	Record Status
Select	345					<input type="checkbox"/>	<input checked="" type="checkbox"/>	INCOMPLETE
Select	9283743			8/15/1975	1/1/2008	<input checked="" type="checkbox"/>	<input type="checkbox"/>	INCOMPLETE
Select	A	Carmen	Elizabseth	5/5/1933	12/10/2008	<input checked="" type="checkbox"/>	<input type="checkbox"/>	DROPTOPAPER
Select	Aaron	Hank			1/24/2009	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	INCOMPLETE
Select	abner	ABIGAIL			1/24/2009	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	INCOMPLETE
Select	Absinthe	Amy	Al	2/11/1999	8/1/2009	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	INCOMPLETE
Select	Accident	Peter		1/1/1977	1/15/2008	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	INCOMPLETE
Select	acme	Abner			1/26/2009	<input type="checkbox"/>	<input checked="" type="checkbox"/>	DROPTOPAPER
Select	adams	sixth	merle	6/8/1969	9/1/2009	<input checked="" type="checkbox"/>	<input type="checkbox"/>	INCOMPLETE
Select	Adamski	Alana	Agray	4/20/1960	2/18/2008	<input type="checkbox"/>	<input checked="" type="checkbox"/>	DROPTOPAPER
Select	Adamskis	Adam	Adams	9/5/1955	2/3/2008	<input type="checkbox"/>	<input checked="" type="checkbox"/>	DROPTOPAPER
Select	address	test			8/8/2008	<input type="checkbox"/>	<input checked="" type="checkbox"/>	INCOMPLETE
Select	age	old			11/19/2007	<input checked="" type="checkbox"/>	<input type="checkbox"/>	INCOMPLETE
Select	Webster	Wallace	Middle	1/1/1950	6/1/2008	<input checked="" type="checkbox"/>	<input type="checkbox"/>	INCOMPLETE
Select	Webster	Willard			6/1/2008	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	INCOMPLETE
Select	Webster	Michael	John	4/1/2000	6/30/2008	<input checked="" type="checkbox"/>	<input type="checkbox"/>	INCOMPLETE
Select	W'ebster	John	Michael	3/20/2008	5/1/2008	<input checked="" type="checkbox"/>	<input type="checkbox"/>	INCOMPLETE
Select	W'ebster	John	Michael	3/3/2008	5/1/2008	<input checked="" type="checkbox"/>	<input type="checkbox"/>	INCOMPLETE
Select	White	Peter		1/1/1944	5/5/2008	<input checked="" type="checkbox"/>	<input type="checkbox"/>	INCOMPLETE
Select	White	Raymond	P.		12/1/2008	<input type="checkbox"/>	<input checked="" type="checkbox"/>	INCOMPLETE
Select	Williams	John	Henry	1/15/1950	4/30/2009	<input checked="" type="checkbox"/>	<input type="checkbox"/>	DROPTOPAPER
Select	WIND	RINCE			5/24/1999	<input type="checkbox"/>	<input checked="" type="checkbox"/>	INCOMPLETE
Select	WIND	RINCE			2/16/2006	<input type="checkbox"/>	<input checked="" type="checkbox"/>	INCOMPLETE
Select	WINDE	R	Lucy		5/24/1999	<input type="checkbox"/>	<input checked="" type="checkbox"/>	INCOMPLETE
Select	wrong				5/10/2008	<input checked="" type="checkbox"/>	<input type="checkbox"/>	INCOMPLETE
Select	Zappa	Frank	Dweezle	1/1/1942	6/1/2006	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	INCOMPLETE
Select	ZERO	MONTH	HASA		08/3/2007	<input type="checkbox"/>	<input checked="" type="checkbox"/>	INCOMPLETE
Select	zip	error		4/21/1970	11/20/2007	<input checked="" type="checkbox"/>	<input type="checkbox"/>	INCOMPLETE
Select	Zukov	Peter		12/12/1957	11/11/2007	<input checked="" type="checkbox"/>	<input type="checkbox"/>	INCOMPLETE
Select	ZUZU		Test			<input type="checkbox"/>	<input checked="" type="checkbox"/>	INCOMPLETE
Select	zuzu	zuzu		10/10/2007	12/12/2007	<input checked="" type="checkbox"/>	<input type="checkbox"/>	INCOMPLETE
Select	Zzoom	Zzane		5/1/1920	4/24/2008	<input checked="" type="checkbox"/>	<input type="checkbox"/>	INCOMPLETE

[Show all unregistered death cases](#)

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SearchCase.aspx
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## New Print Feature

The **Report of Information Provided** feature has been removed. It has been replaced with the feature **Print Draft PROD**. This feature appears in the blue column on the left of the screen and is available on all data entry pages. When selected it will print a PROD marked as a draft.

## New Fields

- **Unknown Person**

- On the **Identifying Information** page, you will notice a new checkbox entitled **The decedent is an unknown person**. This field is only used in those very rare cases when you are reporting a death where the identity of the person can not be established. This field is shared by the Medical and Demographic sides of the record. In cases where this field applies, the record will most likely be started by the OCME, this box will be checked, and the **Last Name** will be auto-populated with “UnknownCCYY”, where CCYY represents the year of death. For example, for an unknown decedent who died in November 2008, **Unknown2008** would display in the **Last Name** field.

**Vital Records**  
User: danders  
Facility: AG Funeral Home

**Electronic Death Registration System**

**VERMONT**  
DEPARTMENT OF HEALTH

Create/Update Demographic Record

**Identifying Information**

\*Date of Death: 11 / 99 / 2008

First Name:

Middle Name:

\*Last Name: Unknown2009

The decedent is an unknown person

Suffix:

Date of Birth:  /  /  Calculate Age

Sex:

SSN:  Verify SSN

SSN Verification Status: 0

SSN Verification Attempts: 0

Last Name same as Birth Name:  Yes  No  Unknown

Last Name at Birth:

Age at last Birthday:  years

Age if under 1 year:  months  days

Age if under 1 day:  hours  minutes

Save this Page | Return to Edits

Cancel

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• **Modify Key Fields**

- After you have attempted to **Verify SSN**, the **Modify Key Fields** button will appear. At this point, if you need to make a change to the **Name, Date of Birth, Sex** or **SSN**, select **Modify Key Fields** and change the information.
- When you have completed the changes, you must **Verify SSN** again. If you forget, you will be reminded by an edit.
- You may attempt to **Verify SSN** up to five times. After five attempts, the **Verify SSN** function will be disabled and the record will simply be registered as unverified.

**Vital Records**  
User: tberry  
Facility: Tim's New Name  
Funeral Home

**VERMONT**  
DEPARTMENT OF HEALTH

**Electronic Death Registration System**

**Identifying Information**

\*Date of Death: 9 / 24 / 2009

First Name: Social

Middle Name:

\*Last Name: Security

The decedent is an unknown person

Suffix:

Date of Birth: 5 / 5 / 1945 Calculate Age

Sex: Male

SSN: 789-87-8987 Verify SSN Modify Key Fields

**(FAILSSN) Attempt 1 failed. SSN is not an established number and has never been issued by Social Security.**

SSN Verification Attempts: 1

Last Name same as Birth Name:  Yes  No  Unknown

Last Name at Birth:

Age at last Birthday: 64 years

Age if under 1 year: months days

Age if under 1 day: hours minutes

Save this Page Return to Edits Cancel

4 of 24 - Clipboard  
Item collected.

2:48 PM

- **Sex of Spouse/Partner**

- This field should be populated whenever the **Marital Status at Time of Death** is **Married, Married but separated, or Civil Union**.

(NOTE: Civil Unions are still valid and remain as an option for **Marital Status at Time of Death**.)

**Vital Records** **VERMONT**  
DEPARTMENT OF HEALTH

User: danders  
Facility: AG Funeral Home

### Electronic Death Registration System

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**Create/Update Demographic Record**

**Nine Nine Ninetynine**

Record Status: Incomplete

Demographic Status: Incomplete

Identifying Information  
Addresses  
Aliases  
Veteran/Marital Status  
Informant  
Education/Occupation  
Race/Ethnicity  
Place of Death  
Disposition  
Signature  
Trade Call

Demographic Reports:  
[Print DRAFT PROD](#)

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### Veteran/Marital Status

Ever in U.S. Armed Forces?  Yes  No  Unknown

Veteran of any war?  Yes  No  Unknown


If so, what war(s)?

<input type="checkbox"/> Persian Gulf Era	<input type="checkbox"/> World War I Era
<input type="checkbox"/> Vietnam Era	<input type="checkbox"/> Unknown
<input type="checkbox"/> Korean Era	<input type="checkbox"/> Other
<input checked="" type="checkbox"/> World War II Era	<input type="checkbox"/> Not applicable

If Other, Specify:

Marital Status at Time of Death:

<input type="radio"/> Married	<input type="radio"/> Civil Union dissolution
<input type="radio"/> Married, but separated	<input checked="" type="radio"/> Never married or in Civil Union
<input type="radio"/> Civil Union	<input type="radio"/> Unknown
<input type="radio"/> Widowed	<input type="radio"/> Not Obtainable
<input type="radio"/> Divorced	

Sex of Spouse/Civil Union Partner:  

Birth Name of Surviving Spouse/Civil Union Partner:

First Name:

Middle Name:

Last Name:

Suffix:

Father's Name:

First Name:

Middle Name:

Last Name:

Suffix:

Mother's Birth Name:

First Name:

Middle Name:

Last Name:

Suffix:

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## Fields shared with the Medical side of EDRS

- **The Hospice question**
- **Place of Death**

- Both the Demographic and the Medical sections of the EDRS have access to this page. When the physicians are enrolled and using EDRS, you may find this page is already completed when you get to it. If that is the case, please verify that the entered information matches the information you have. If there is a discrepancy, you must have a conversation with the physician to reach agreement on what should be entered here. You have the ability to overwrite the information if it is determined that a change is needed.

**Note: Intensive Care Unit** has been added to the paper PROD as an option under **Place of Death** to comply with reporting requirements included in recent State legislation related to palliative care. This includes the PROD forms printed from the EDRS. However, this value has not yet been added to the EDRS. **If you are completing a death in the EDRS that you know occurred in an Intensive Care Unit, choose Inpatient instead.**

**Vital Records**  
User: danders  
Facility: AG Funeral Home

**Electronic Death Registration System**

**VERMONT**  
DEPARTMENT OF HEALTH

**Place of Death**

Create/Update Demographic Record

**Nine Nine Ninety-nine**

Record Status: Incomplete

Demographic Status: Incomplete

Identifying Information  
Addresses  
Aliases  
Veteran/Marital Status  
Informant  
Education/Occupation  
Race/Ethnicity  
Place of Death  
Disposition  
Signature  
Trade Call

Demographic Reports:  
Print DRAFT PROD

Did decedent receive hospice care in the past 30 days?  
 Yes  No  Unknown

Place of Death:  
 Hospital: Inpatient  Hospice Facility  
 Hospital: Emergency room/Outpatient  Nursing home/Long term care facility  
 Hospital: Dead on arrival  Other  
 Decedent's home  Unknown

If Other, Specify:

(If not institution, give street and number)

Location:   
City/Town:   
State/Province:   
Country:

Save this Page Return to Edits  
Cancel

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## Updates to Edits Function

- **Edits now only occur after signing**

- With this change, the **View Edits** button has been removed from each page. This eliminates the possibility of accidentally signing before completion of the record
- Edits will automatically run when you choose to **Sign** the record.
- As in the past, once edits have run, selecting **Revise** will still take you to the page containing the field that needs to be addressed.

**Vital Records**  
User: danders  
Facility: AG Funeral Home

**Electronic Death Registration System**

VERMONT  
DEPARTMENT OF HEALTH

**Edit Case**

Create/Update Demographic Record

**Nine Nine Ninety-nine**

Record Status: Incomplete

Demographic Status: Incomplete

Identifying Information  
Addresses  
Aliases  
Veteran/Marital Status  
Informant  
Education/Occupation  
Race/Ethnicity  
Place of Death  
Disposition  
Signature  
Trade Call

Demographic Reports:  
Print DRAFT PROD

Hard Edits:  
The following are edits for the entire record. "Revise" will return you to the page corresponding to the edit. All hard edits must be addressed before certifying.

Edit Message  
You have not attempted to verify the SSN since modifying key fields. You have made less than 5 verification attempts, you must attempt to verify the SSN after modifying the key fields. [Revise](#)

The war participation is a required field. You must answer this question. [Revise](#)

Enter the informant's name. In all cases enter as much of the name as is known and "unknown" for the part(s) of the name that are not known. [Revise](#)

Soft Edits:  
Soft edits can only be addressed when attempting to Sign or Certify a record. If you choose to verify the value you have entered as final rather than revise the item, check the box at left. Records with verified values can be completed by Signing or Certifying "With Exceptions".

Verify Edit Message  
 The data entered in the electronic certificate indicates an unusual level of education for a decedent of this age. Please verify this is correct or reenter the data. Decedent's education level is: Doctorate degree (e.g., PhD, EdD) or professional degree (e.g., MD, DDS, DVM, LLB, JD). [Revise](#)

[Sign With Exceptions](#) [Cancel](#)

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After making any necessary changes, you will then be able to select **Return to Edits** from the bottom of the page and this will take you back to the edits list or to complete the signing process.

Demographic Reports:  
Print DRAFT PROD

[Save this Page](#) [Return to Edits](#)  
[Cancel](#)

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## Simplified Post-Signing Options

- **No more Drop to Paper.**
  - Once you have signed a record, you will have the option to print a final PROD. You will no longer need to select **Drop to Paper** before printing.

The screenshot displays the 'Vital Records' interface for the 'Electronic Death Registration System'. The user is identified as 'danders' at 'AG Funeral Home'. The main content area is titled 'Post Signing Options' and shows details for record 'Nine Nine Ninetynine' with a 'Date of Death' of '9/9/2009'. The record status is 'Incomplete'. Two buttons, 'Print PROD' and 'Cancel', are visible at the bottom of the main area. The footer contains the text: 'Vermont Department of Health, EDRS Version 3.0.0.090901' and 'Please forward questions or concerns to: [EDRS@vdh.state.vt.us](mailto:EDRS@vdh.state.vt.us) 1-800-439-5008'.

**Vital Records**  
User: danders  
Facility: AG Funeral Home

**Electronic Death Registration System**

**VERMONT**  
DEPARTMENT OF HEALTH

**Post Signing Options**

Nine Nine Ninetynine  
Date of Death: 9/9/2009

**Nine Nine Ninetynine**  
Record Status:  
Incomplete

Print PROD Cancel

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