

**Bobby Jindal**  
GOVERNOR



**Alan Levine**  
SECRETARY

**State of Louisiana**  
Department of Health and Hospitals  
Office of the Secretary

June 24, 2009

The Honorable Willie Mount, Chair  
Senate Health and Welfare Committee  
State Capital  
P.O. Box 94183  
Baton Rouge, LA 70804

Dear Senator Mount:

In response to House Concurrent Resolution No. 192 (HCR 192) of the 2008 Regular Session, the Louisiana Department of Health and Hospitals (DHH) submits the enclosed report. The resolution requests that DHH process and issue certified copies of vital records in a timely manner and submit a report detailing progress on reducing the delays in processing and issuing certified copies of vital records.

The Office of Public Health within DHH is available to discuss the enclosed report and recommendations with you and the members of the Senate Health and Welfare Committee. Please contact Dr. Rony Francois, assistant secretary of the Office of Public Health, at (225) 342-8093 with any questions or comments you may have.

Sincerely,

A handwritten signature in black ink, appearing to read "Alan Levine".

Alan Levine  
Secretary

Enclosures

**Bobby Jindal**  
GOVERNOR



**Alan Levine**  
SECRETARY

**State of Louisiana**  
Department of Health and Hospitals  
Office of the Secretary

June 24, 2009

The Honorable Kay Katz, Chair  
House Health and Welfare Committee  
State Capital  
P.O. Box 44486  
Baton Rouge, LA 70804

Dear Representative Katz:

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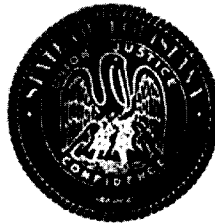
## Vital Records

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a report prepared in response to  
House Concurrent Resolution 192 of the  
2008 Regular Legislative Session  
Report to the House and Senate Committees on Health and Welfare  
House Concurrent Resolution 192 of the 2008 Regular Legislative Session

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presented to the  
Senate Committee on Health and Welfare  
House Committee on Health and Welfare



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Prepared by the  
Department of Health and Hospitals  
Alan Levine, Secretary  
Office of Public Health  
M. Rony Francois, M.D., MSPH, Ph.D., Assistant Secretary

**Report to the House and Senate Committee on Health and Welfare  
House Concurrent Resolution 192 of the 2008 Regular Legislative Session**

House Concurrent Resolution 192 (HCR 192) of the 2008 Regular Legislative Session by Representative Guillory requests that the state registrar and the assistant secretary of the office of public health submit a report to the House Committee on Health and Welfare and the Senate Committee on Health and Welfare prior to the convening of the 2009 Regular Session which details progress on reducing the delays in processing and issuing certified copies of vital records.

**I. OVERVIEW OF VITAL RECORDS**

The **Vital Records Registry** is Louisiana's state government office established to manage its citizen's birth, death, fetal death, marriage, divorce, and induced termination of pregnancy records (R.S. 40:32 et seq.) Vital Records has exclusive jurisdiction over the gathering, keeping, issuing and reporting of vital records and statistics for all parishes of the state (R.S. 40:5). Along with the statutory mandate to operate the Orleans Parish Marriage Office (R.S. 9:221), Vital Records also maintains the state's Putative Father Registry (R.S. 9:400).

Vital Records is unique in the Office of Public Health, and possibly in all of state government. It is one of the highest visibility programs in the agency and at some point in time touches virtually every citizen. Vital Records issued an average of 477,753 certified copies of vital event documents annually prior to Hurricane Katrina; since Hurricane Katrina, it has issued an average of 525,103 certified copies of vital event documents annually. Program clients pay for, expect, and deserve quality customer service.

The day-to-day operation of the Vital Records Registry involves complex processes that are mostly manually carried out. The technology utilized by Vital Records is DOS based and has not been updated since 1983. Currently, every birth record has to be manually entered into the Vital Records database. The development of the Louisiana Electronic Event Registration System (LEERS) is underway with the objective to eliminate, or greatly reduce, the amount of keypunch work that must be done to capture the required data, to improve reporting capabilities and business processes, and to simplify and streamline maintaining and issuing vital records documents and statistics. Parts of LEERS will be implemented in the coming months, with full implementation of LEERS expected by December 31, 2010.

**BIRTH REGISTRATION**

Louisiana registers approximately 63,000 births annually. Birth Certificates originate at hospitals. The majority of hospitals submit an electronic (outdated DOS-based EBC system) and paper record by regular U. S. Postal Service Mail for each birth that occurs in their facility. Original records are usually received in this office on an average of six (6) to twelve (12) weeks after the birth of a child. Currently, every birth record has to be manually entered

into the Vital Records Mainframe (database) following registration. When hospitals submit electronic and paper records the amount of data entry required by Vital Records staff for each birth record is reduced. For quality assurance purposes, birth records submitted by paper only is double-keyed by Vital Records staff.

### **COMPLIMENTARY BIRTH CERTIFICATE (CBC)**

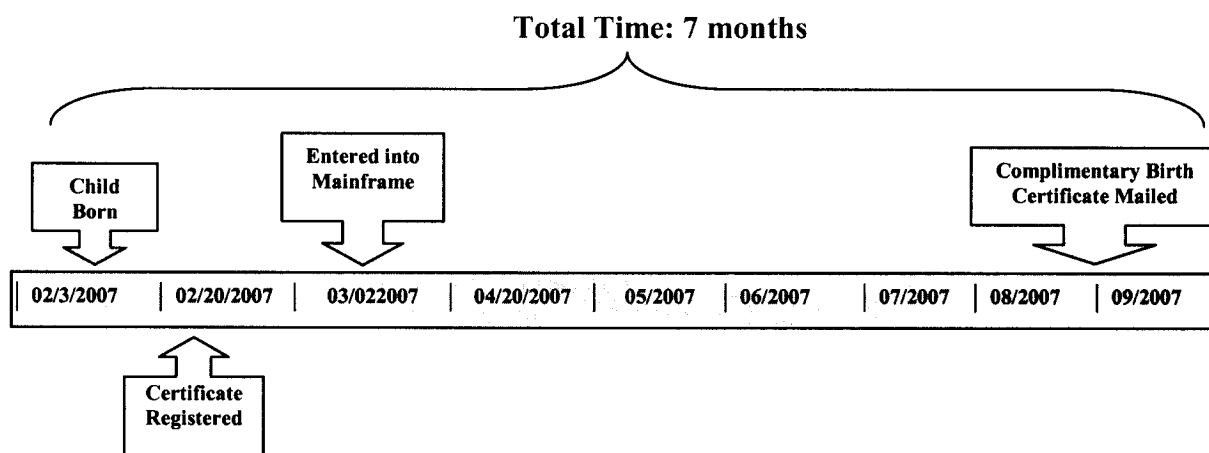
Once records are registered and entered into the Vital Records Mainframe (as described above), the record is also placed into a “print queue” for complimentary birth certificate printing and electronically submitted to the Social Security Administration for the assignment of a Social Security Number (Enumeration at Birth Program).

The department processes, prints, and mails approximately 9,000 complimentary birth certificates per cycle.

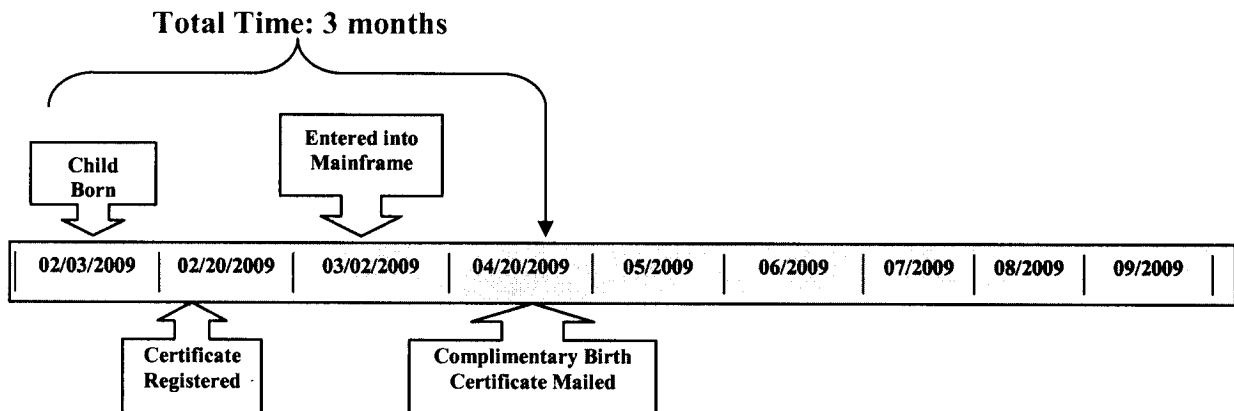
The mailing process is completely manual.

Great strides have been made in reducing the amount of time complimentary birth certificates have been processed and mailed out. Below is a comparison of 2007 time frames and current time frames for mailing complimentary certificates.

#### **Example 1 – Early 2007 Birth**



## Example 2 – Early 2009 Birth



Since 2005, Vital Records has worked to reduce the delay time for complimentary birth certificates from approximately 6-7 months to 3 months. Please Note: approximately 63,000 complimentary birth certificates are mailed out annually.

## DEATH REGISTRATION

Louisiana registers approximately 43,000 deaths annually. Death Certificates originating at funeral homes are submitted to the Local Registrar at the Parish Health Unit for processing and issuance. Original records are usually received in this office on an average of ten (10) to fourteen (14) weeks after the date of death. Currently, every death record has to be manually entered into the Vital Records database.

## RECORD ISSUANCE (Certified Copies of Registered Vital Events)

The Issuance Section is the main revenue generating section of Vital Records. Vital Records issued 529,022 certified copies of birth certificates, birth cards, death certificates, and Orleans Parish Marriage certificates in 2008. Vital Records self-generates approximately \$4.7 million annually.

Issuance of certified copies of vital events is implemented through four main points of sale: walk-in services, mail services, VitalChek and participating Clerks of Court. For births occurring since 1982, full data information is available on the Mainframe and full birth certificates can be printed instantaneously. For birth records prior to 1983<sup>1</sup>, only abstracts of records are available on the Mainframe and only birth cards can be printed instantaneously. In order to issue a full birth certificate for these records, Vital Records must access the original record to update the data in the Mainframe and then print the full birth certificate.

<sup>1</sup> A portion of the 1982 births is available in full data form on the Mainframe.

**Walk-In Services**

Walk-in sites allow the public to request certified copies of birth certificates, birth cards, death certificates and Orleans Parish Marriage certificates. Prior to Hurricane Katrina and Rita, Vital Records operated at 325 Loyola Avenue in downtown New Orleans for approximately 50 years. This was our busiest issuance office, servicing an average of 500 customers daily. Since the storms, the temporary location of Vital Records cannot adequately accommodate walk-in services for the public. In an effort to provide walk-in services for the Greater New Orleans area, Vital Records Central Registry staffs and runs a full service center in the Jefferson Parish Health Unit-Metairie (the only service center managed by the Vital Records Registry).

Walk-in sales are also available at nine (9) other parish health unit strategically placed across the state.

**Mail Services**

Vital Records receives approximately 4,500 mail requests for certified copies of vital events each month. Following Hurricanes Katrina and Rita mail services were backlogged over 14,000 requests, with turnaround times of 16-18 weeks. The turnaround times for regular mail requests have been dramatically reduced to 2-4 weeks, in line with national averages. This is a significant improvement considering that, unlike other states, 65% of all certified copies issued require that the original record be accessed, copied and forwarded for a computer update by a data entry clerk.

**VitalChek**

VitalChek provides a convenient way to order certified copies of Louisiana vital records online. It is easier for citizens to purchase documents electronically through the affiliation of Louisiana Vital Records and VitalChek. Louisiana statutes allow for a third-party intermediary to act on behalf of a registrant.

We see this as a way to provide expedited services to clients that we would not be able to offer otherwise. VitalChek completes many processing steps before sending the order to Louisiana Vital Records, including identification verification. Louisiana Vital Records gives priority to VitalChek UPS requests. Those requests cost citizens approximately \$48, including overnight shipping. VitalChek's non-expedited requests are placed in order with the Vital Records regular mail requests and processed within the same 2-4 week timeframe.

Louisiana Vital Records receives the statutory fees for certified copies of

records.

### **Clerks of Court**

Participating Clerks of Court offices, the Secretary of State's Office, and Louisiana Vital Records, together in a collaborative effort provide for the issuance of Vital Records services in Clerk of Court offices requesting the authority to issue certified birth certificates and birth cards. Louisiana Vital Records provides for the distribution of banknote paper for certified copies and maintains a system of accounting relative to the Clerks of Court usage. There are 26 Clerks of Court currently participating throughout the state.

\* \* \* \* \*

### **SPECIAL SERVICES**

Special Services is a highly technical section comprising of **Amendments/Corrections, Delayed Registration, Adoptions and the Putative Father Registry**. This section provides for the amendment to original Louisiana birth and death certificates, processing of adoptions for persons born in Louisiana, and registration of Delayed Certificates of Birth (LA R.S. 40:59 et seq). Amendments to the original record may **only** be completed in accordance to Louisiana laws and regulations. The majority of requests received in this section are complex cases that have been through the judicial system and have court orders in regards to name changes, sex changes, race changes, adoptions, and/or address an array of paternity issues.

Vital Records Central Office provides this service to the entire state. However, this service is not provided at any of the Parish Health Unit Service Centers. Approximately 2,600 pieces of mail is routed to the special services section monthly.

### **STAFFING**

Currently, Vital Records has one (1) student worker, sixteen (16) job appointments, six (6) probational employees, fifty-two (52) permanent employees, and two (2) vacancies. Vital Records also utilizes a state contract with Westaff to supplement staff with nine (9) additional temporary workers.

### **SUMMARY**

This report is an overview of Vital Records and Health Statistics as required by House Concurrent Resolution 192. This document does not constitute all of the functions of the Vital Records Registry.

The Vital Records Registry is a "unique program" in the Office of Public Health. It serves on average 525,000 customers/clients each year and touches virtually every Louisiana citizen from birth to death.



Our customers/clients pay for, expect and deserve a high level of service. The Vital Records Registry is committed to facilitate continued improvements in the quality and timeliness of customer services to all of its customers.

## **II. PROGRESS AND FUTURE DIRECTION OF VITAL RECORDS**

The Vital Records Registry is a statewide program with Local Registrar (LA R.S. 40:37) representation in 61 parishes. The charge of the Vital Records program is to manage the records in a way that assure reliable record quality, preserve them for future use, and protect their confidentiality. The day-to-day operation of the Vital Records Registry involves intricate processes that are mostly manually carried out and require accessing original records daily. The technology utilized by Vital Records is DOS-based and has not been updated since 1983. Many records prior to 1983 are not computerized. The record registration process begins with our external stakeholders (i.e. hospitals, funeral homes and coroners).

The following pages will outline the challenges faced by Vital Records following Hurricane Katrina, the progress made in reducing backlogs in critical sections of Vital Records, and an overview of LEERS.

### **CHALLENGES**

Vital Records has faced the following challenges since Hurricane Katrina:

- ◆ Less than 50% of experienced staff reported back to work
- ◆ Requests for services increased
- ◆ Nosology and Archival sections did not have any staff members return for work
- ◆ High number of Delayed Birth Certificates
- ◆ Backlog of over 14,000 requests for certified copies of vital events
- ◆ Backlog in the thousands for Special Services (amendments, adoptions, etc.)
- ◆ Continue to operate in temporary space; and now operate and are responsible for an additional three remote offices (Orleans Parish Marriage Office, Baton Rouge Processing Center at Bienville and walk-in services at the Jefferson Parish Health Unit-Metairie)

### **HUMAN RESOURCES**

Vital Records currently has an authorized TO of 61 positions, of which 58 are currently filled. The program has lost a total of 9 positions since 2005. Currently, Vital Records is more reliant on temporary staff, which do not possess the level of experience of permanent staff since they are not retained over long periods of time. Permanent staff members are constantly training temporary staff.

**Table 1 - Human Resources – Staff Allocation**

Center for Records and Statistics Staff Allocation				
	Pre-Katrina	12/11/2006	3/10/2008	3/4/2009
Permanent	67	50	60	58
Job Appointment	12	11	14	16
Restricted Appointment	2	4	5	0
Westaff	15		5	10
Student	1		3	1
<b>TOTAL</b>	<b>97</b>	<b>65</b>	<b>87</b>	<b>85</b>

**ISSUANCE UNIT**

The Issuance Section receives an average of 6,000 pieces of mail and an average of 3,000 VitalChek requests each month. Expedited requests received by mail or VitalChek are processed and shipped within 24-hours (barring any problems). **Turnaround time for regular requests is currently 2-4 weeks, down from a 16-18 week turnaround time following Hurricane Katrina.**

Overtime hours were approved and directed toward reducing backlogs in this section, which has resulted in the successful reduction in turnaround time and the tremendous volume of pending work. Overtime work continues in this section to maintain the current level of services.

**Table 2 – Request for Certified Copies Pending**

Requests for Certified Copies Pending				
	5/1/2006	1/9/2007	3/7/2008	3/3/2009
<b>Requests Pending</b>	14,380	1,581	1,751	1,491

**ARCHIVAL UNIT**

This unit is charged with preserving and archiving all certificates and supporting documentation held by this office. This unit retrieves copies of these documents when requested by customers. This unit also conducts **hand searches** for certificate requests that are not found on the computer (approximately 20% of records are not electronically indexed).

**Table 3 – Requests to be Hand Searched**

Requests to be Hand Searched				
	5/1/2006	1/9/2007	3/7/2008	1/31/2009
<b>Requests Pending</b>	1,725	1,554	100	90

## SPECIAL SERVICES SECTION

The Special Services section of the Center for Records and Statistics is a technical section comprising of Amendments/Corrections, Delayed Registration, Adoptions and the Putative Father Registry. This section receives an average of 2,000 mail requests each month.

This section is responsible for the amendment to original Louisiana birth and death certificates, processing of adoptions for persons born in Louisiana, and registration of Delayed Certificates of Birth (LA R.S. 40:59 et seq). Amendments may only be completed in accordance to Louisiana laws and regulations. The majority of requests received in this section are cases that have been through the judicial system and have court orders in regards to name changes, sex changes, race changes, adoptions, and/or address an array of paternity issues.

The Putative Father Registry records names of any person making a declaration to claim paternity of a child. This declaration does not have any effect on the birth certificate of the child. However, no adoption of the child can be decreed by a court without first obtaining a Putative Father Registry Certificate.

The work performed in this section requires access to the original records. Backlogs are a result of Vital Records not having access to original records for over a year. **In addition, decisions and approvals of amendment cases must be made by either the State Registrar or higher-level managers.**

**Table 4 – Services Pending**

Special Services Pending				Evidentiary Services Pending		
	1/9/2007	3/7/2008	1/31/2009		3/7/2008	1/31/2009
<b>Amendments</b>	4,687	3,697	2,896	<b>Cut-Outs<sup>2</sup></b>	8,732	7,629
<b>Adoptions</b>	1,900	1,244	919	<b>Cases to Close Out</b>	870	468
<b>Delayed Registration</b>	1,729	801	604	<b>Putative Father Registry</b>	543	12

Backlogs in this section can impact citizens' retirement, school enrollment, adoptions and increases the potential for the release of sealed, highly-sensitive information. Therefore, overtime hours are currently being directed towards reducing the backlogs in this area.

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<sup>2</sup> Cut Out --Following an amendment or adoption, the original record must be removed from the archives, placed into evidence, and the amended certificate put in the place of the original. This ensures the correct record will be provided when a certified copy of the record is issued or an inquiry is made on the record.

## **RE-ENGINEERING**

The Louisiana Electronic Event Registration System (LEERS) is a web-based integrated vital records application to expedite collection and dissemination of vital records in the State of Louisiana. This includes birth, death, fetal death, marriage, divorce and induced termination of pregnancy data. LEERS will replace the manual OPH processes currently in place for the Louisiana Vital Records Registry. It includes a business system and also an imaging module to scan and save approximately 10 million archived birth, death and Orleans Parish marriage records onsite at OPH and associate the images with the corresponding data record. The application will be made available statewide to designated users and will be utilized by data providers such as OPH, hospitals, issuance offices, funeral homes, parish Clerks of Court, physicians, coroners and additional remote sites located throughout the State.

The application conforms to HIPAA guidelines, National Association for Public Health Statistics and Information Systems (NAPHSIS) Use Cases, and National Center for Health Statistics (NCHS) guidelines, including the 2003 certificate revisions. Vital Records Registry is under federal mandate to revise data items collected on birth, death and fetal death certificates from CDC/National Center for Health Statistics (NCHS). Other states began meeting this mandate in 2003 with the expectation that all states would comply by January 1, 2007.

The Office of Public Health contracted with DBSysgraph in January 2008 for the development and design of LEERS. A three-year contract was awarded with an expected completion date in December 2010.

Since that time, the LEERS Birth Module and Point-of-Sale Module have undergone the design and development phases. These modules are now entering the data migration and pilot testing phase, after which it will be ready for training and implementation. All other modules are in the development phase.

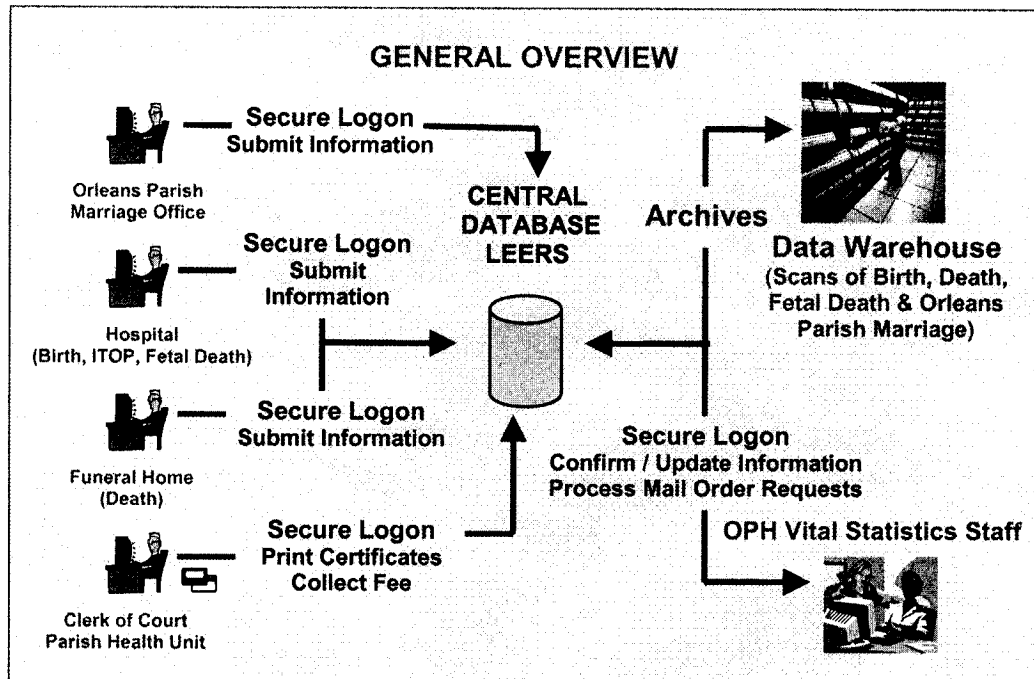
### **Project Goals / Objectives:**

- Electronic registration of vital events
- Expand number of locations where information is available
- Improve ability of remote sites to process and issue certified copies of certificates
- Integrate the various software systems used by Vital Records (Mainframe, Encounter and CARS)
- Increase revenue by streamlining and integrating systems
- Reduce request processing time
- Improve business processes, accounting and auditing systems
- Reduce time to get birth data to NCHS, SSA and other partners
- Reduce paperwork and keypunching
- Capture information closer to data source
- Improve reporting capabilities
- Image all archived records
- Provide mechanism for users to view archived images
- Comply with NCHS mandates

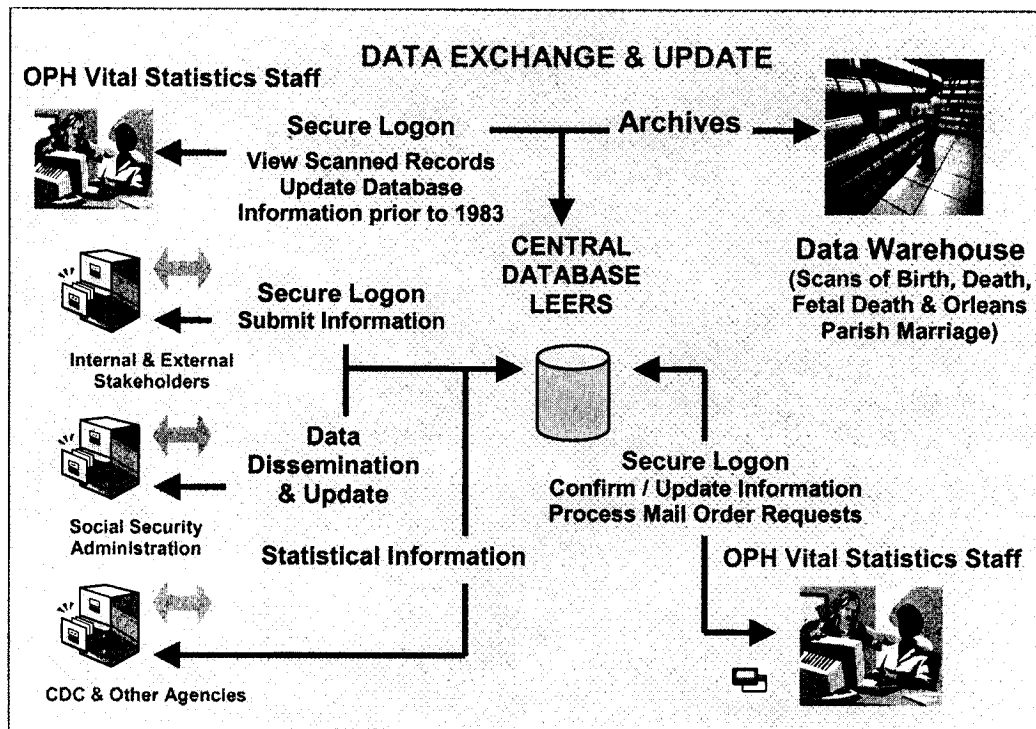
## Overview of Modules

LEERS is divided into the following modules based on functionality: point-of-sale, birth, death, fetal death, marriage, divorce and induced termination of pregnancy. Below is a general overview of LEERS, an overview of each module, and screenshots of the point-of-sale and birth modules.

**Flowchart A – General Overview of LEERS**



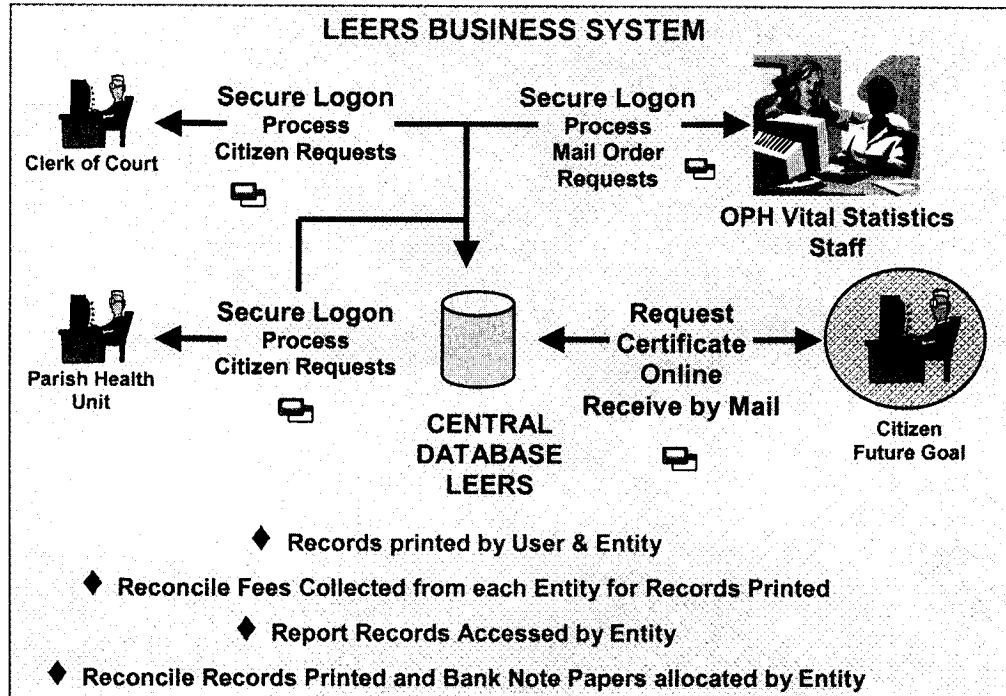
**Flowchart B – Data Exchange and Update**



## Point-of-Sale Module

The Point-of-Sale module will support the business requirements for customer transactions conducted by Vital Records. This module will integrate with all other modules to provide for processing of customer requests, issuance of certified copies at locations throughout the state, banknote tracking, daily accounting reconciliation and audit functions.

## Flowchart C – LEERS Business System



## Screenshot 1 – POS Back Office – Case Identification Tab

State of Louisiana, Vital Statistics Point of Sale Manager - Microsoft Internet Explorer provided by D.B. Sysgraph Inc.

http://68.14.203.187/leers1\_draft/pos.aspx?CN=24

File Edit View Favorites Tools Help

State of Louisiana, Vital Statistics Point of Sale Manager

**LEERS** POINT OF SALE

[Main Page] [Module Home] Back Office Welcome: James, Blunt. Logout

Case Documents and Services Log Audit Form Letter/Suspend History

Case Number: [Text Box] [Save Case] [Void Case]

Requestor:

First Name: [Text Box] Last Name: [Text Box] Middle Init. [Text Box]

Department/Other: [Other] Agency: [Text Box] Phone: [Text Box]

Address:

Address No. [Text Box] Apartment No. [Text Box] Pre-directional [Text Box] Street Name [Text Box] Street Designator e.g., Street, Avenue, etc. [Text Box] Post-Directional [Text Box]

Country [United States] U.S. State, U.S. Territory, or Canadian Province [Text Box] Parish/County [Text Box] City [Text Box] Zip Code [Text Box]

Payment(s) [Add Payment]

Type	Check/Other Number	Amount (\$)	Facility	Save
Invoice	27		Jefferson Parish Health Unit	[Save]
			Back Office	[Save]
			Jefferson Parish Health Unit	[Save]

[Print Invoice]

Calculate Costs

Cost: [Text Box]  
 Fee(s): \$30  
 Receipt(s): \$30  
 Owed: \$0

[Print Receipt]

Copyright © 2005 LEERS

Internet 100%



## Screenshot 2 – POS Back Office – Documents and Services Tab


State of Louisiana, Vital Statistics Point of Sale Manager - Microsoft Internet Explorer provided by D H Sysgraph Inc.

http://68.14.203.187/leers1\_draft/pos.aspx?CN=24

File Edit View Favorites Tools Help

State of Louisiana, Vital Statistics Point of Sale Manager

Page Tools



POINT OF SALE

[Main Page] [Module Home] Back Office Welcome: James, Blunt. Logout

Case | Documents and Services | Log | Audit | Form Letter/Suspend | History

Add Document Save All Documents

1 Document Type Rqstr Relation: Certificate Last Name Mother's Maiden Name Father's Last Name

SFN # Event Date Parish Certificate First Name Mother's First Name Father's First Name

2320039836 09

Complete

Service	Qty	Unit Fee (\$)	Tot Fee (\$)	Paid	Print/Complete
1	1	15	15		

2 Document Type Rqstr Relation: Certificate Last Name Mother's Maiden Name Father's Last Name

SFN # Event Date Parish Certificate First Name Mother's First Name Father's First Name

Document Closed

Service	Qty	Unit Fee (\$)	Tot Fee (\$)	Paid	Print/Complete
5-1	1	15	15		

3 Document Type Rqstr Relation: Certificate Last Name Mother's Maiden Name Father's Last Name

SFN # Event Date Parish Certificate First Name Mother's First Name Father's First Name

Document Closed

Service	Qty	Unit Fee (\$)	Tot Fee (\$)	Paid	Print/Complete
1	1	18	18		
2	1	9	9		

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## Birth Module

The Birth Module supports the hospitals, birthing centers, local parishes and OPH user requirements, as well as integration, exporting and reporting requirements. This module will include support for external organizations including, but not limited to, the National Center for Health Statistics (NCHS) and the Social Security Administration (SSA).

### Screenshot 3 – Birth Certificates – Hospitals – Welcome Screen with Status of Records

Birth Certificates Record Status Microsoft Internet Explorer provided by D B Sygraph Inc.

http://66.14.203.187/leers1\_draft/toc.aspx

File Edit View Favorites Tools Help

Birth Certificates - Record Status

LEERS Louisiana Electronic Event Registration System

BIRTH CERTIFICATES

[Main Page] hospitals Welcome: testb, testa. Logout

Add New Record Search

Status	Records
Incomplete	152
Ready to Certify	1
Submit to State	0
Returned from State	2
All Records	

Number of Records with Status "": 162

BirthNo.	Child Name	Mother Name	DOB	Sex
289	STONE,JENNIE	DAVID,MOON	10/1/2008	M
294	RONNIE,GORE	BONZO,JANE	10/1/2007	M
297	FTFT,RAJESH	MMOTHER,	10/24/2008	M
308	SMITH,JOHN	DAVID,	11/5/2008	M
309	FTFT,SANTOSH	MMOTHER,	10/23/2008	M
311	PHANI,KUMAR	CHI,	10/23/2008	M
312	TTGGGB,SUN	BSGGTT,	11/5/2008	M
314	PHANI,GANI	CHANTI,	10/27/2008	M
315	TTGGGB,MOON	BSGGTT,	11/5/2008	M
384	KAMATH,R	J,	11/2/2008	M

Done Internet 100%

### Screenshot 4 – Child Tab

LEERS Louisiana Electronic Event Registration System Microsoft Internet Explorer provided by D B Sygraph Inc.

http://66.14.203.187/leers1\_draft/CHDetails.aspx?BN=294

File Edit View Favorites Tools Help

LEERS - Louisiana Electronic Event Registration System

LEERS Louisiana Electronic Event Registration System

BIRTH CERTIFICATES

[Main Page] [Module Home] Welcome: testb, testa. Logout

Control No. 294 Print Save Validate Abandon

Child Name: GORE RONNIE Mother's Maiden Name: BONZO JANE  
Date of Birth: Oct-01-2007 11:25:AM Mother's Medical Record Number:

Child | Mother | Father | Newborn | Medical/Health Info | Mother's Medical | Attendant | Registration | Attachments

Child's Information  
Child's Last Name: RONNIE First Name: GORE Middle Name: Suffix: Sex: M  
Time of Birth: 11:25 AM Date of Birth: Oct 1 2007 Newborn Medical Record Number: Mother's Medical Record Number:

Place Where Birth Occurred  
Did the birth occur in this facility?  
Hospital  
☐ Yes ☐ Born Enroute ☐ Home Birth Planned ☐ Home Birth UnPlanned ☐ Clinic/Doctor's Office ☐ Other (Specify) PLANE


Facility Information  
Address No. Apartment No. Pre-directional Street Name Street Designator Post-Directional  
Country U.S. State/Canadian Province Parish/County City Zip Code

Child's Social Security Number  
Do you want a Social Security Number for this child?  
☐ Yes ☐ No

Enroll child in immunization reminder  
Do you want to enroll child in immunization reminder system?  
☐ Yes ☐ No

Informant's Information  
Informant's Full Name: DAVID Relation to Infant: ☒ Parent ☐ Other

## Screenshot 5 – Mother Tab


BIRTH CERTIFICATES

[Home] [Birth]
Back Office
Welcome: James, Blunt. Logout

Control No. 816

Print
Save
Validate
Abandon

Child Name: SIMPSON, BART
Mother's Maiden Name: GERGEN, MARGE

Date of Birth: Dec-09-2006 09:25:AM
Mother's Medical Record Number: 1

Child
Mother
Father
Newborn
Medical/Health Info
Mother's Medical
Attendant
Comments
Attachments

**Mother's Current Legal Name:**  

Last Name	First Name	Second Name	Suffix
<span style="border: 1px solid black; padding: 2px;">SIMPSON</span>	<span style="border: 1px solid black; padding: 2px;">MARGE</span>	<span style="border: 1px solid black; padding: 2px;">G</span>	<span style="border: 1px solid black; padding: 2px;">[v]</span>

**Mother's Name PRIOR to First Marriage:**  

Last Name	First Name	Second Name	Suffix
<span style="border: 1px solid black; padding: 2px;">GERGEN</span>	<span style="border: 1px solid black; padding: 2px;">MARGE</span>	<span style="border: 1px solid black; padding: 2px;">K</span>	<span style="border: 1px solid black; padding: 2px;">[v]</span>

Date of Birth	Country of Mother's birth	State/Territory of Mother's Birth	City of Mother's Birth
<span style="border: 1px solid black; padding: 2px;">Jan</span> / <span style="border: 1px solid black; padding: 2px;">29</span> / <span style="border: 1px solid black; padding: 2px;">1965</span>	<span style="border: 1px solid black; padding: 2px;">United States</span>	<span style="border: 1px solid black; padding: 2px;">Tennessee</span>	<span style="border: 1px solid black; padding: 2px;">KNOXVILLE</span>

**Residence of Mother**  

Address No.	Apartment No.	Pre-directional	Street Name	Street Designator	Post-Directional
<span style="border: 1px solid black; padding: 2px;">112</span>	<span style="border: 1px solid black; padding: 2px;">112</span>	<span style="border: 1px solid black; padding: 2px;">N</span>	<span style="border: 1px solid black; padding: 2px;">SIMPSONS STREET</span>	<span style="border: 1px solid black; padding: 2px;">IS</span>	<span style="border: 1px solid black; padding: 2px;">S</span>
Country	U.S. State/Canadian Province	Parish/County	City	Zip Code	
<span style="border: 1px solid black; padding: 2px;">United States</span>	<span style="border: 1px solid black; padding: 2px;">Illinois</span>	<span style="border: 1px solid black; padding: 2px;">Fulton County</span>	<span style="border: 1px solid black; padding: 2px;">SMITHFIELD</span>	<span style="border: 1px solid black; padding: 2px;">12345</span>	

**Within City Limits?** ☐ Yes ☒ No ☐ Unknown

**Mailing Address of Mother**  
☒ Mailing Address Same as Residence?

Address No.	Apartment No.	Pre-directional	Street Name	Street Designator	Post-Directional
<span style="border: 1px solid black; padding: 2px;">112</span>	<span style="border: 1px solid black; padding: 2px;">112</span>	<span style="border: 1px solid black; padding: 2px;">[v]</span>	<span style="border: 1px solid black; padding: 2px;">SIMPSONS STREET</span>	<span style="border: 1px solid black; padding: 2px;">IS</span>	<span style="border: 1px solid black; padding: 2px;">[v]</span>
Country	U.S. State/Canadian Province	Parish/County	City	Zip Code	
<span style="border: 1px solid black; padding: 2px;">United States</span>	<span style="border: 1px solid black; padding: 2px;">Illinois</span>	<span style="border: 1px solid black; padding: 2px;">Fulton County</span>	<span style="border: 1px solid black; padding: 2px;">SMITHFIELD</span>	<span style="border: 1px solid black; padding: 2px;">12345</span>	

**Mother Married?**  
Was mother EVER married? ☐ Yes ☒ No

Do you want to Complete PA? ☒ Yes ☐ No

Will Paternity Acknowledgement be signed at the Hospital? ☒ Yes ☐ No

**2-Way Paternal Acknowledgement**

**Mother's Education**  
Check the box that best describes the highest degree or level of school completed at the time of delivery.

- ☐ 8th Grade or less
- ☐ 9th through 12th, no Diploma
- ☐ High School Graduate, or GED completed
- ☐ Some College credit, but no degree
- ☒ Associate degree (e.g. AS, AA)
- ☐ Bachelor's degree (e.g. BS, AB, BA)
- ☐ Master's degree (e.g. MS, MA, MEng, MEd, MSW, MBA)
- ☐ Doctorate (e.g. PhD, EdD) or Professional degree (e.g. MD, DDS, DVM, LLB, JD)
- ☐ Unknown


**Mother of Hispanic Origin?**  
Check the box that best describes whether the mother is Spanish/Hispanic/Latina. Check the 'No' box if mother is not of Hispanic origin.

- ☒ No, not Spanish/Hispanic/Latina
- ☐ Yes, Mexican, Mexican American, Chicana
- ☐ Yes, Puerto Rican
- ☐ Yes, Cuban
- ☐ Yes, Other Spanish/Hispanic/Latina Specify \_\_\_\_\_

**Mother's Race**  
Check one or more races to indicate what the mother considers herself to be.

- ☒ White
- ☐ Black or African American
- ☐ American Indian or Alaskan Native Specify \_\_\_\_\_
- ☐ Asian Indian
- ☐ Chinese
- ☐ Filipino
- ☐ Japanese
- ☐ Korean
- ☐ Vietnamese
- ☐ Other Asian Specify \_\_\_\_\_
- ☐ Native Hawaiian
- ☐ Guamanian or Charmorro
- ☒ Samoan
- ☐ Other Pacific Islander Specify \_\_\_\_\_
- ☐ Other Specify \_\_\_\_\_
- ☐ Unknown

## Screenshot 6 – Father Tab



**LEERS**  
Louisiana Electronic Vital Registration System

# BIRTH CERTIFICATES

[Home] [Birth]
Back Office
Welcome: James, Blunt. Logout

Control No. 816

Print Save Validate Abandon

**Child Name:** SIMPSON, BART  
**Date of Birth:** Dec-09-2006 09:25:AM

**Mother's Maiden Name:** GERGEN, MARGE  
**Mother's Medical Record Number:** 1

Child
Mother
Father
Newborn
Medical/Health Info
Mother's Medical
Attendant
Comments
Attachments

**Father's Information:**

Last Name	First Name	Middle Name	Suffix	Father's SSN
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Date of Birth	Country of Father's Birth	State/Territory of Father's Birth	City of Father's Birth	
-- / -- / --	<span>United States</span>	<span>Alabama</span>	<input type="text"/>	

**Father's Education**  
 Check the box that best describes the highest degree or level of school completed at the time of delivery.
 

- ☐ 8th Grade or less
- ☐ 9th through 12th, no Diploma
- ☐ High School Graduate, or GED completed
- ☐ Some College credit, but no degree
- ☐ Associate degree ( e.g. AS, AA)
- ☐ Bachelor's degree (e.g. BS, AB, BA)
- ☐ Master's degree (e.g. MS, MA, MEng, MEd, MSW, MBA)
- ☐ Doctorate (e.g. PhD, EdD) or Preprofessional degree (e.g. MD, DDS, DVM, LLB, JD)
- ☐ Unknown

**Father of Hispanic Origin?**  
 Check the box that best describes whether the mother is Spanish/Hispanic/Latina. Check the 'No' box if mother is not of Hispanic origin.
 


- ☐ No, not Spanish/Hispanic/Latina
- ☐ Yes, Mexican, Mexican American, Chicana
- ☐ Yes, Puerto Rican
- ☐ Yes, Cuban
- ☐ Yes, Other Spanish/Hispanic/Latina Specify

**Father's Race**  
 Check one or more races to indicate what the mother considers herself to be.
 

- ☐ White
- ☐ Black or African American
- ☐ American Indian or Alaskan Native Specify
- ☐ Asian Indian
- ☐ Chinese
- ☐ Filipino
- ☐ Japanese
- ☐ Korean
- ☐ Vietnamese
- ☐ Other Asian Specify
- ☐ Native Hawaiian
- ☐ Guamanian or Charmorro
- ☐ Samoan
- ☐ Other Pacific Islander Specify
- ☐ Other Specify
- ☐ Unknown

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## Screenshot 7 – Medical Health/Info



**LEERS**  
Local Electronic Entry Registration System

### BIRTH CERTIFICATES

[Main Page] [Module Home]
Welcome: James, Blunt. Logout

Control No. 945

Print Save Validate Abandon

Child Name: JOSEPH SMITH  
Date of Birth: Jan-01-2009 528:AM


Mother's Maiden Name: JONES  
Mother's Medical Record Number:

Child | Mother | Father | Newborn | **Medical/Health Info** | Mother's Medical | Attendant | Registration | Attachments

<b>Risk Factors in this Pregnancy</b> (Check all that Apply) <div style="margin-top: 10px;"> <u>Diabetes</u>  <input type="checkbox"/> Pregnancy (Diagnosis prior to pregnancy)  <input type="checkbox"/> Gestational (Diagnosis in this pregnancy) </div> <div style="margin-top: 10px;"> <u>Hypertension</u>  <input type="checkbox"/> Prepregnancy (Chronic)  <input type="checkbox"/> Gestational (PIH, preclampsia)  <input type="checkbox"/> Eclampsia </div> <div style="margin-top: 10px;"> <input type="checkbox"/> Previous preterm birth  <input type="checkbox"/> Other previous poor pregnancy outcome (includes perinatal death, small-for-gestational age/intrauterine growth restricted birth)  <input type="checkbox"/> Pregnancy resulted from infertility treatment  <input type="checkbox"/> Fertility-enhancing drugs. Artificial insemination or intrauterine insemination  <input type="checkbox"/> Assisted reproductive technology (e.g. invitro fertilization (IVF), gamete intrafallopian transfer (GIFT))  <input type="checkbox"/> Mother had a previous cesarean delivery  Specify _____  <input type="checkbox"/> None of the above </div> <div style="margin-top: 10px;"> <b>Infections Present and/or Treated During this Pregnancy</b> (Check all that apply) <div style="margin-top: 5px;"> <input type="checkbox"/> Gonorrhea  <input type="checkbox"/> Syphilis  <input type="checkbox"/> Chlamydia  <input type="checkbox"/> Hepatitis B  <input type="checkbox"/> Hepatitis C  <input type="checkbox"/> CMV  <input type="checkbox"/> Herpes Simplex Virus  <input type="checkbox"/> Rubella  <input type="checkbox"/> Toxoplasmosis  <input type="checkbox"/> None of the above </div> </div>	<b>Obstetric Procedures</b> (Check all that apply) <div style="margin-top: 10px;"> <input type="checkbox"/> Cervical cerclage  <input type="checkbox"/> Tocolysis </div> <div style="margin-top: 10px;"> <u>External Cephalic Version</u>  <input type="checkbox"/> External cephalic version (Successful)  <input type="checkbox"/> External cephalic version (Failed)  <input type="checkbox"/> None of the above </div> <div style="margin-top: 10px;"> <b>Onset of Labor</b> (Check all that apply) <div style="margin-top: 5px;"> <input type="checkbox"/> Premature rupture of the membranes (prolonged, &gt; than or = to 12hrs)  <input type="checkbox"/> Precipitous labor (&lt; 3 hrs)  <input type="checkbox"/> Prolonged Labor (&gt; than or = to 20 hrs)  <input type="checkbox"/> None of the above </div> </div> <div style="margin-top: 10px;"> <b>Characteristics of Labor and Delivery</b> (Check all that apply) <div style="margin-top: 5px;"> <input type="checkbox"/> Induction of Labor  <input type="checkbox"/> Augmentation of labor  <input type="checkbox"/> Non-vertex presentation  <input type="checkbox"/> Steroids (glucocorticoids) for fetal lung maturation received by mother prior to delivery  <input type="checkbox"/> Antibiotics received by mother during labor  <input type="checkbox"/> Clinical chorioamnionitis diagnosed during labor or maternal temperature &gt; 38 Degree C (104 F)  <input type="checkbox"/> Moderate/Heavy meconium staining of the amniotic fluid  <input type="checkbox"/> Fetal intolerance of labor such that one or more of the following actions was taken: in-utero resuscitative measures, further fetal assessment, or operative delivery  <input type="checkbox"/> Epidural or spinal anesthesia during labor  <input type="checkbox"/> None of the above </div> </div>	<b>Method of delivery</b> <div style="margin-top: 10px;"> <u>A. Was delivery with forceps attempted but unsuccessful?</u>  <input type="checkbox"/> Yes  <input type="checkbox"/> No </div> <div style="margin-top: 10px;"> <u>B. Was delivery with vacuum extraction attempted but unsuccessful?</u>  <input type="checkbox"/> Yes  <input type="checkbox"/> No </div> <div style="margin-top: 10px;"> <u>C. Fetal presentation at birth?</u>  <input type="checkbox"/> Cephalic  <input type="checkbox"/> Breech  <input type="checkbox"/> Other Specify _____ </div> <div style="margin-top: 10px;"> <u>D. Final route and method of delivery?</u>  <input type="checkbox"/> Vaginal/spontaneous  <input type="checkbox"/> Vaginal/Forceps  <input type="checkbox"/> Vaginal/Vacuum  <input type="checkbox"/> Cesarean </div> <div style="margin-top: 10px;"> <u>Was Trial of labor attempted?</u>  <input type="checkbox"/> Yes  <input type="checkbox"/> No </div> <div style="margin-top: 10px;"> <b>Maternal Morbidity</b> (Check all that apply) <div style="margin-top: 5px;"> <input type="checkbox"/> Maternal transfusion  <input type="checkbox"/> Third or fourth degree perineal laceration  <input type="checkbox"/> Ruptured uterus  <input type="checkbox"/> Unplanned hysterectomy  <input type="checkbox"/> Admission to Intensive Care Unit  <input type="checkbox"/> Unplanned operating room procedure following delivery  <input type="checkbox"/> None of the above </div> </div>
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## Screenshot 8 – Mother's Medical Tab



**LEERS**  
Electronic Birth Registration System

# BIRTH CERTIFICATES

[Home] [Birth]
Back Office
Welcome: James, Blunt. Logout

Control No. 816

Print
Save
Validate
Abandon

**Child Name:** SIMPSON, BART      **Mother's Maiden Name:** GERGEN, MARGE  
**Date of Birth:** Dec-09-2006 09:25:AM      **Mother's Medical Record Number:** 1

Child
Mother
Father
Newborn
Medical/Health Info
Mother's Medical
Attendant
Comments
Attachments

Did Mother receive prenatal care? ☒ Yes ☐ No

Date of First Prenatal Care Visit Jun / -- / 2005     
 Date of Last Prenatal Care Visit Dec / -- / 2006  
 Total Number of Prenatal Visits for this Pregnancy 0

Mother's Height 5 3 (feet/inches)

Mother's Prepregnancy Weight 123 (pounds)

Mother's Weight at Delivery 189 (pounds)

Did Mother get WIC food for herself during this pregnancy?  
☒ Yes ☐ No

**Number of Previous Live Births**  
(Do NOT include this child)

Now Living 2

Now Dead 0

Date of Last Live Birth Nov / 1980

MM      YYYY

**Number of Other Pregnancy Outcomes**  
(spontaneous or induced losses or ectopic Pregnancies)

Other Outcomes 0 (Number)

Date of Last Pregnancy Outcome Jan / 2002

MM      YYYY

**Cigarette Smoking Before and During Pregnancy**  
For each time period, enter the number of cigarettes or the number of packs of cigarettes smoked per day. If none, enter '0'.

☐ Never smoked during pregnancy.

☐ Enter number of packs smoked during pregnancy, OR

☒ Enter number of cigarettes smoked during pregnancy

	# of cigarettes
Three Months Before Pregnancy	
First Three Months of Pregnancy	
Second Three Months of Pregnancy	
Third Trimester of Pregnancy	
<input checked="" type="checkbox"/> Unknown number of cigarettes smoked by Mother during pregnancy.	

**Principal Source of Payment for this Delivery**

☒ Private Insurance

☐ Medicaid

☐ Self Pay

☐ CHAMPUS/trICARE

☐ Other

(Specify)

Alcohol use during pregnancy? ☒ Yes ☐ No ☐ Unknown      If yes, average number of drinks per week 10

Date Last Normal Menses Began Jan / 29 / 2006

Mother transferred for maternal medical or fetal indications for deliver? Yes

If yes, enter the name of the facility the mother was transferred from:

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**Death Module**

The Death Module will support the funeral directors, physicians, coroners, local parishes and user requirements, as well as integration, exporting and reporting requirements. This module will include support for external organizations including, but not limited to, the National Center for Health Statistics (NCHS) and the Social Security Administration (SSA). The death module will be designed to support the Social Security Number (SSN) verification process as specified under the agreement between OPH and the Social Security Administration (SSA) for this functionality. The Online Verification Software (OVS) supplied and supported by the National Association of Public Health Statistics and Information Systems (NAPHSIS) will be utilized and installed.

**Fetal Death Module**

The Fetal Death Module will support the hospitals, funeral directors, local parishes and user requirements, as well as integration, exporting and reporting requirements. This module will include support for external organizations including, but not limited to, the National Center for Health Statistics (NCHS) and the Social Security Administration (SSA).

**Marriage Module**

The Marriage Module will support the Orleans Parish Marriage Office, Clerks of Court and user requirements, as well as integration, exporting and reporting requirements. This model will include support for external organizations. Vital Records only issues marriage licenses and certified copies of marriage licenses for Orleans Parish. Clerks of Court issue licenses in other Louisiana parishes. Vital Records collects the marriage certificates from other parishes for statistical purposes only.

**Divorce Module**

The Marriage Module will support the Clerks of Court and user requirements, as well as integration, exporting and reporting requirements. This model will include support for external organizations.

**Induced Termination of Pregnancy (ITOP) Module**

The ITOP Module will support ITOP clinics, hospitals, and user requirements, as well as integration, exporting and reporting requirements. This model will include support for external organizations.

The development of LEERS is key to rebuilding, restoring, and enhancing the Vital Records Registry delivery of services for the future.

Regular Session, 2008

HOUSE CONCURRENT RESOLUTION NO. 192

BY REPRESENTATIVE MICKEY GUILLORY

A CONCURRENT RESOLUTION

To direct the Louisiana Vital Records Registry to process and issue certified copies of vital records in a timely manner.

WHEREAS, the Louisiana Vital Records Registry within the office of public health, Department of Health and Hospitals, is equipped and operated for the safety and preservation of all vital records covering the births, deaths, marriages, divorce judgments, adoptions, and changes of names made and received pursuant to the provisions of R.S. 40:32 et seq. or pursuant to rules and regulations adopted by the Department of Health and Hospitals; and

WHEREAS, the purpose of the state vital records registry is to efficiently collect, process, and issue certified copies of vital records; and

WHEREAS, state law provides that the state registrar shall direct the state vital records registry, enforce state law, rules, and regulations relative to vital records of the citizens of the state, and investigate all cases of irregularity in preparation and filing of vital records for citizens of the state; and

WHEREAS, while the vital records registry has experienced a staffing shortage since Hurricane Katrina and an increased demand for replacing birth, death, and other records lost in the aftermath of the storm, there are still significant delays in processing and issuing certified copies of vital records in a timely manner three years following the storm; and

WHEREAS, the turnaround time for a certified copy of a vital record should be four to six weeks, as it is in most states, instead of several weeks or months.

THEREFORE, BE IT RESOLVED that the Legislature of Louisiana does hereby direct the Louisiana Vital Records Registry to process and issue certified copies of vital records in a timely manner.

BE IT FURTHER RESOLVED that the state registrar, the assistant secretary of the office of public health, Department of Health and Hospitals, and the secretary of the



Department of Health and Hospitals shall work to reduce the vital records registry staffing shortage, investigate all cases of irregularity in preparation and filing of vital records for citizens of the state, ensure that certified copies of vital records are processed and issued in a timely manner, and consider how parish health units can assist in processing and issuing certified copies of vital records.

BE IT FURTHER RESOLVED that the state registrar and the assistant secretary of the office of public health shall submit a report to the House Committee on Health and Welfare and the Senate Committee on Health and Welfare prior to the convening of the 2009 Regular Session which details progress on reducing the delays in processing and issuing certified copies of vital records.

BE IT FURTHER RESOLVED that a copy of this Resolution be transmitted to the state registrar, the assistant secretary of the office of public health, Department of Health and Hospitals, and the secretary of the Department of Health and Hospitals.

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SPEAKER OF THE HOUSE OF REPRESENTATIVES

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PRESIDENT OF THE SENATE