

Matters of Record

County Vital Records News

October 2018

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Enroll Fingerprints for New OVERS Users

As a friendly reminder, the County Vital Record offices are one of the places responsible for biometric enrollment of Oregon Vital Events Registration System (OVERS) users that are signers and certifiers of vital records. We appreciate the time it takes for you to perform this task.



Why is it important to enroll the fingerprints of the signers and certifiers in the OVERS system?

First, you help to prevent fraud when you verify the ID before enrolling their fingerprints. Second, enrolling the signers and certifiers of vital records at the county speeds registration of death, birth and fetal death records. Faster record registration helps families get benefits from estate settlement (death records), healthcare for a new child (birth records), and health and life insurance (both death and birth records).

If your county needs help getting a new biometric device, training new staff on how to enroll fingerprints or other OVERS related tasks, please contact the OVERS help desk at 971-673-0279, Monday-Friday, 8 am-5 pm.

Thank you, we appreciate it!

New Password Reset Functionality

We are excited to announce a new password reset functionality in OVERS released in July. This functionality allows OVERS users to reset their password electronically after getting locked out or if they forget their password. You will no longer need to call the OVERS Help Desk to reset your password.


To access this functionality, click on the “Forgot your password?” link under

the username field. The next screen will require your username and a Captcha security code. Continue through the prompts to receive an email with the temporary password. Once you have received the email, you can log back into OVERS and reset the password.

You can find more information on the [OVERS webpage](#) with a helpful Quick Reference Guide.

If you need any assistance, please contact the OVERS help desk at 971-673-0279, Monday-Friday, 8 am-5 pm.

County Clerk Report – Now in OVERS!

		County of Death: Multnomah				
		Date Processed: Jan 1, 2018- Jan 7, 2018				
Information below is provided as required by ORS 247.570 and can be used solely to cancel the registration to vote of deceased persons.						
<u>Name of Decedent</u>	<u>Last 4 of SSN</u>	<u>Date of Birth</u>	<u>Age at Death</u>	<u>Residence Address</u>	<u>County of Residence</u>	<u>Date of Death</u>
Jane Doe	9999	05/17/1983	34	123 SE Burnside Street	Multnomah	01/03/2018

Remember that County Vital Records offices are responsible for providing the county clerk specific information about deaths that occurred in the county to residents of that county. County clerks use this information to cancel the voter registration of the decedent. Deaths that occur outside of the resident county are sent to the Secretary of State by the State Vital Records Office for distribution to the County Clerk.

We are happy to announce that OVERS now have a new report County Vital Records office can produce and provide to the county clerk. The report, named “Decedents by County of Death,” has all the information required to be submitted to the county clerk. The report is based on the date signed by the funeral director. This report provides the earliest information to the county clerk to ensure maximum voter roll integrity. It includes hybrid and fully electronic death records for deaths that occurred in the county for residents of that county. Fully paper records (currently less than 2 percent of death records statewide) will be included when registered at the state. We hope this will be a process improvement for county staff. You will no longer need to locate and research death records in OVERS.

We recommend counties to use this report but it is not required. The link to access the step-by-step guide that demonstrates how to run the report in OVERS is listed below. This report can be printed and delivered securely by hand, mailed or attached as a secure email attachment.

[https://www.oregon.gov/oha/PH/BIRTHDEATHCERTIFICATES/REGISTERVITALRECORDS/Documents/Decedents by County of Death Report Instructions.pdf](https://www.oregon.gov/oha/PH/BIRTHDEATHCERTIFICATES/REGISTERVITALRECORDS/Documents/Decedents%20by%20County%20of%20Death%20Report%20Instructions.pdf)

If you have any questions, please contact Judy Shioshi at Judy.Shioshi@state.or.us or 971-673-1166.

Free Birth Certificates for Persons Who Are Homeless

Starting July 1, 2018, individuals who are homeless can see a local homeless service provider or organization to get help with ordering their Oregon birth certificate free of charge. Persons who are homeless and want to get their birth certificate under this program **must** mail in their order form, check, documentation and letter to Oregon Vital Records (funds provided by homeless service providers participating in grant program.)

The information regarding this program is on our [webpage](#). Please provide the below link to individuals who need more information about this program.

<https://www.oregon.gov/oha/PH/BIRTHDEATHCERTIFICATES/GETVITALRECORDS/Pages/homeless-resources.aspx>

If you have questions about this new service, please contact Jennifer Woodward at Jennifer.A.Woodward@state.or.us.

24-Hour Notice Functionality

Do you need help with the new 24-hour notice functionality?

The 24-hour notice training can be accessed at

<https://chsdhsoha.adobeconnect.com/pe5sgdllst72/?launcher=false&fcsContent=true&pbMode=normal>

The 24-hour notice quick reference guide can be accessed at

<https://www.oregon.gov/oha/PH/BIRTHDEATHCERTIFICATES/REGISTERVITALRECORDS/Documents/Counties/24hrcardguidecounty.pdf>

If you have questions about the 24-hour notice functionality, please contact the OVERS help desk at 971-673-0279, Monday-Friday, 8 am-5 pm.

Past and Future Trainings and Resources

We hosted two webinars covering death certificate eligibility and the electronic 24 Hour Notice Receipt of Body Card (Form 45-106.) which was introduced on May 1, 2018. Webinars including these topics were held in the morning on May 14 and the afternoon on May 16. Links to recordings of these webinars can be found on the [County Training page](#) on our website.

OVERS will be adding several new features this summer. There will be several reference guides on our website for system users, so be sure to check in often to find new resources. To locate them, go to the [OVERS homepage](#).

Upcoming Webinars

- November 2018 – Hot Topics
- February 2019 - Overview

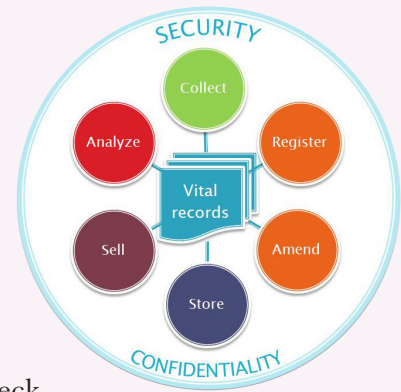
For past trainings and recorded webinars, please go to the [County Vital Records page](#).

[August – Statistics and Data Privacy](#)

[County Webinar Session 1 – Laws & Policies](#)

- [County Webinar Session 2 – Issuing Birth & Death Certificates Demonstration](#)
- [County Webinar Session 3 – Issuing Replacement Copies Demonstration](#)
- [September 2017 County Webinar Recording and Slides](#)
- [May 2017 County Webinar Recording and Slides](#)
- [January 2017 County Webinar Recording and Slides](#)
- [November 2016 County Webinar Recording and Slides](#)

For more information on upcoming trainings, please contact Lindsey Zapata at lindsey.m.zapata@state.or.us or 971-673-1197.



Employee Biographies

Marsha Trump – New Vital Statistics and Systems Manager



Marsha Trump joined the Center for Health Statistics in April as the vital statistics and systems manager. Marsha previously worked with the Office of Information Services, a part of DHS/OHA Shared Services, as an operations and policy analyst since 2012. Prior to that, she worked as the assistant director of admissions for Catlin Gabel School from 2005 to 2011. Marsha has a J.D. degree from Gonzaga University and a nursing degree from Texas Woman's University School of Nursing. She completed the DHS/OHA Leadership Academy and graduated in May 2018.

Karen Rangan – New Registration Manager



We are excited to announce that Karen Rangan is the new state registration manager for the Center for Health Statistics since April. Karen has been with the Center for Health Statistics since 2008. You may have communicated with her in her prior role as the supervisor for the Certification Unit.

Karen enjoyed working with the dynamic team in certification, leading successful process improvements projects and achieving many goals within the unit.

Karen looks forward to working with the registration team and you.

Kelly Stacey – New Certification Manager



Kelly Stacey accepted the position as the state certification manager for the Center for Health Statistics in May. Kelly has been with the State since 2010, starting as an office specialist in the Certification Unit then promoting to an administrative specialist.

Kelly enjoys traveling, bead weaving and gardening. Kelly looks forward to working with the certification team and our county partners.

Lindsey Zapata – New OVERS Trainer



We are happy to introduce our new OVERS trainer, Lindsey Zapata. Lindsey joined the OVERS team in February from the Acute and Communicable Disease Prevention Section where she worked for two years. As the OVERS trainer, Lindsey will focus on stakeholder training and communication related systems management. In her spare time, Lindsey enjoys hiking through Oregon's many state parks.

Please join us in congratulating Marsha, Karen, Kelly and Lindsey on their new positions.

Karen Hampton – Promoted to New All Payer All Claims Program Manager



Preceding Marsha Trump was Karen Hampton, who was with us in CHS for 17 years. Karen accepted a promotion to the All Payer All Claims (APAC) program manager in the OHA Division of Health Policy and Analytics. During Karen's time with CHS, she was instrumental in implementing OVERS, STEVE and EVVE, improving the quality and timeliness of the vital statistics databases and reports, writing new laws and rules, and forming great teams. In her own words, "After 17 years, I was still learning something new every week—and sometimes daily."

As the APAC program manager, Karen manages submissions from data providers, reviews data requests, administers contracts, serves as a project manager, and participates in annual rulemaking. Her goal is to improve the timeliness and quality of the data received by APAC and increase the efficiency and transparency of how the data are used.

JoAnn Jackson Retires



After almost nine years as the state registration manager, JoAnn Jackson retired March 1, 2018. She was the CHS registration expert contact for the Oregon Mortuary and Cemetery Board, 36 county Vital Records offices, funeral homes throughout the state, hospital birth specialists and managers throughout the state, and other professionals and citizens.

In retirement, JoAnn will continue her 23-year mediation practice, finish writing a book she started nearly three years ago, and visit South Africa with her son in the fall. JoAnn says, "Thank you for my years here with Oregon Health Authority. It has been a great run!"

Wanted: Newsletter Topics

Have a question or idea for a future newsletter article? Contact Judy Shioshi, at 971-673-1166 or judy.shioshi@state.or.us. Judy collects ideas for articles and then shares them with the writing team.

Contributors: Thank you to the contributors of this newsletter:

Jennifer Woodward, Marsha Trump, Ryan Sanders, Kelly Stacey, Karen Rangan, Judy Shioshi, Megan Welter, Carolyn Hogg, Cody Wang, Karen Cooper, Angela Fischer, Ange Bataluna, Jamie Gould, and Lindsey Zapata.

Frequent contacts

Paternalities

Kristen Farrell
971-673-1176

Death Corrections

Johanna Collins
971-673-1147

Security Paper Orders and Inventory

Rosie Gerstle
971-673-1193

Birth Corrections

<1 year, Amanda Vega
971-673-1169
1 year +, Vanessa Grayson
971-673-1137

Filiations

Laura Hunsinger
971-673-1143

Adoptions

Debbie Draghia
971-673-1152

Delayed Filings

Johanna Collins
971-673-1147

OVERS Help Desk

971-673-0279

CHS managers

State Registrar

Jennifer Woodward
971-673-1185

Vital Statistics and Systems Manager

Marsha Trump
971-673-1191

Registration Manager

Karen Rangan
971-673-1160

Amendments Manager

Ryan Sanders
971-673-1178

Certification Supervisor

Kelly Stacey
971-673-1182

The Center for Health Statistics is located at:

800 N.E. Oregon Street, Suite 225
Portland, OR 97232-2187

Mailing address: P.O. Box 14050
Portland, OR 97293-0050

General information: 971-673-1190

Order vital records: 888-896-4988

Website:

<http://public.health.oregon.gov/BirthDeathCertificates>

OVERS website:

<http://healthoregon.org/overs>

PUBLIC HEALTH DIVISION

Center for Public Health Practice/Center for Health Statistics

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Contact the Center for Health Statistics at 971-673-1173 or 711 for TTY.