

What is OVERS?

The Oregon Vital Events Registration System (OVERS) is the Center for Health Statistic's (CHS) secure, web-based vital records system. The system is used to create, register, issue, and amend vital records at funeral homes, doctors' offices, birth hospitals, county vital records offices, and the state vital records office. All hospitals have been required to use OVERS to report births since 2008.

What is EDRS?

The electronic death registration system (EDRS) is the OVERS' module for death records. Data providers (funeral home staff, funeral directors, medical staff and medical certifiers) enter information directly into the secure web-based application. The record is electronically signed/certified and registered automatically or after review at the state office. After registration, the record is immediately available to both the state and county vital records offices for issuance of certified copies.

Are facilities required to use EDRS?

Beginning in January 2014, all hospitals that had more than ten deaths the previous year will be required to have records certified in OVERS for deaths that occur in their hospital. Most Medical Examiners, many hospices and other specialty practices, and a few facilities have used OVERS successfully for several years.

Funeral homes are not required to use EDRS, but the majority has recognized the benefits of using OVERS and only four percent of Oregon deaths in 2015 were reported as fully paper records.

What level of access will staff have to enter information?

The facility can select from three distinct roles for staff in OVERS.

External administrators can reset passwords and enroll fingerprints of users at the same facility. Some facilities chose to have external administrators act as super-users and include data entry into the system and some facilities use the role solely for system administration. OVERS can accommodate either choice. The role of external administrator is optional but highly recommended for successful use of the system. The same tasks can occur through the OVERS help desk. However, users generally prefer to receive assistance on-site from someone within their organization. If the facility determines it would be useful to have more one external administrator due to shift needs or volume, CHS can support multiple external administrators at a facility.

Medical certifiers can complete and certify (sign) death records. Medical certifiers include physicians, nurse practitioners, and physician assistants. Medical certifiers can also create and certify amendments to records as needed.

Medical records specialists can prepare death records in the system for medical certifiers' signature. Medical records specialists can also create amendments to records for medical certifiers' signature. This role is optional for a facility and medical records specialists do not need to be within the medical records department. Any non-signing position the facility allows to access medical information can be assigned this role. Every individual who will be accessing OVERS must have a separate user name and password.

What do we need to do to implement OVERS?

There are a few decisions to make for OVERS. We are happy to provide more information and to work with you in selecting the options that will best meet your facility's needs.

1. How do you want staff to interact with OVERS? This includes selecting the roles your facility will use, assigning staff to the roles, and determining if your facility will start records immediately or wait for referral from a funeral home.
2. How will staff be trained? Training can be online self-paced, group online (live), train the trainer (for organizations with a training unit), or possibly an on-site regional training.
3. User enrollment and fingerprint (biometric) registration must be determined and scheduled. The state vital records office creates the user in OVERS, but each facility submits user forms for their staff with contact information and role to be assigned. CHS can assist in fingerprint enrollment or the facility can have external administrators (facility staff) enroll the fingerprints after users are created. Users can also have fingerprints enrolled at any Oregon county vital records office.
4. The placement of biometric devices is a decision for each facility. CHS does not have the funds to purchase thousands of devices for each user to have their own, but can provide two to six devices, depending on a facilities' needs, to be placed in strategic areas (such as a doctor's lounge, nurses' station, or other shared space). As long as the reader software is on the computer, biometric readers can be moved among computers as easily as unplugging and plugging in a computer mouse. Because OVERS is an online, web-based system, the only software loaded on facilities' systems is a device driver for the biometric (fingerprint) reader. The driver can be loaded to as many or as few machines as desired by the facility. *See the Information Technology FAQ for more specific information on the biometrics reader.*

Are there costs associated with OVERS?

There are no user fees for the system. Maintenance costs of the web-based system are paid by the Center for Health Statistics. Users need only provide an appropriate Windows computer and internet access. *See the Information Technology FAQ for more specific information.* All training, biometric equipment and support for the OVERS system is provided without cost to the data provider.

What are the benefits of OVERS?

OVERS:

- Speeds up record completion. Electronic records can be completed in a single day by multiple participants, making it available for families to receive certified copies much more quickly.
- Reduces changes to records by checking for common human errors and omissions before a record is signed.
- Improves security because access to records is controlled through record type and facility affiliation.
- Simplifies the entry process, displaying only information relevant to specific users and autofilling address, license, and other information.
- Eliminates the need to send paper records back and forth for signatures. Electronic records do not get lost.

Where can I get training?

We offer multiple training methods. Training is most often provided through an interactive web session, although live trainings may be available in some situations. In addition, we have posted trainings on our website on use of OVERS and completion of death records. We will be adding additional trainings as developed. Call our help desk for more information about training options for your specific needs.

Is there a help desk?

Yes. The help desk is available from 8:00 AM to 5:00 PM Monday through Friday by calling 971-673-0279. We also have a website with information including tutorials, frequently asked questions, and user enrollment forms at <http://healthoregon.org/overs>.