

Texas Department of State Health Services
Vital Statistics Unit

2014 Five Star Criteria for Local Registrars

To qualify for the exemplary award, your facility must meet ALL exemplary designation criteria.

To qualify as a recognized winner, your facility must meet qualifications for ALL criteria.

Qualifications Criteria

1. Timeliness

Average no more than 18 days for all death registrations, including manual, drop-to-paper, and fully electronic, from the date of the event to filing in the state office between January 1, 2014 and September 30, 2014.

Local registration offices averaging 10 days or less will qualify for an Exemplary Five-Star designation.

2. Managing Registration

Submit a fully completed local registrar self-assessment survey provided by the Vital Statistics Unit no later than September 30, 2014. The survey is available at www.texasvsu.org. A documented Site Visit from your Area Representative will meet this criteria.

3. Remote Birth Access System

Local registrars using the Remote Birth Access system must have a search-to-print ratio of 50% or greater from January 1, 2014, to September 30, 2014.

Example: Conducted 250 searches for birth certificates on the remote system and, out of those 100 searches, printed 217 birth records. $217/250 = 86.8\%$ print ratio. If you would like to check your monthly %, you may do so at www.texasvsu.org.

4. Training

Attended the 2013 Annual Vital Statistics Conference or attend one of the 2014 regional Vital Statistics Conferences scheduled in late June.

Local registrars or their staff who attend both the 2013 Annual Conference and one of the 2014 Regional Conferences will qualify for an Exemplary Five-Star designation.

5. Birth Registration

Register 90% of birth records (if any) in the Record Acceptance Queue within **one business day** between January 1, 2014, and September 30, 2014.

Local Registrars who register 98% or more birth records (if any) in the Record Acceptance Queue within one business day will qualify for an Exemplary Five-Star designation.