



## TER-Death Brochure for Medical Certifiers

Texas Vital Statistics announces the availability of a new brochure designed to assist medical certifiers (justices of the peace, medical examiner offices, and physicians) in electronically completing and amending the medical portion on death certificates using the Texas Electronic Registrar (TER).

The brochure includes instructions for completing Electronic and Drop-to-Paper death registrations. Electronic registrations incorporate the funeral home/mortuary service participating in the TER-Death Registration System. Drop-to-Paper registrations do not incorporate the funeral home/mortuary service participating in the TER-Death Registration system. Also, instructions are included for adding new medical certifier staff, as well as setting up medical certifiers and assigning electronic PIN numbers.

In addition, the brochure includes instructions for completing a medical amendment using the TER-Death Registration System to correct/report information contained in the medical portion of the death certificate. Congratulations to Mary Ann Carpenter, Justice of the Peace, Precinct 4, Gray County, who successfully completed the first medical amendment through the TER-Death Registration System.

The brochure is available for download via the Texas Vital Statistics website at [www.texasvsu.org](http://www.texasvsu.org).

### Register now for the 2008 Vital Statistics Regional Conferences!!!

The 2008 Vital Statistics Regional Conferences are scheduled for July. Sites include New Braunfels, Galveston, Lewisville, and San Angelo. To register, complete the registration form located inside. For additional information, go to [www.texasvsu.org](http://www.texasvsu.org).

A Quick Reference Guide to  
Electronic Medical Certification

## Texas Electronic Registrar

*Never Sign a Death Certificate Again!*



# New Field Services Group Staff!

The Vital Statistics Unit (VSU) welcomes Bobby Schiener and Joan Strawn to the Field Services Group.

Bobby Schiener is the Area Representative for East Texas. He has been with the VSU for over two years. He holds a Bachelor of Science Degree in Secondary Education with concentration in Social Studies from Indiana University, a Master's of Educational Administration from the University of North Texas, and previously taught high school for five years. For the past two years, Bobby has conducted Child Fatality Review activities in the VSU.

Joan Strawn is the Area Representative for North Texas. She has been in public health for over 17 years at the Department of State Health Services. Joan holds a Bachelor of Arts Degree in Mass Communications from Texas Tech University and has extensive experience conducting high-level management training sessions to state agencies in Texas.

Please join the VSU in welcoming Bobby and Joan to the Field Services Group!

## 2008 Five-Star Award Criteria

No application for the Five-Star Award is necessary. A list of award recipients will be posted on the Texas Vital Statistics website in late October 2008 at [www.texasvsu.org](http://www.texasvsu.org).



**Bobby Schiener**  
888-963-7111 X2580 or  
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### Hospitals/Birthing Centers/Midwives

**Timeliness:** Complete 92% or higher of birth registration releases within five days of the birth using Texas Electronic Registrar (TER) between 01/01/08 and 09/30/08.

**Paternity:** Complete the state average or higher of potential Acknowledgments of Paternity (AOP) between 10/01/07 and 09/30/08. Your facility must be a birthing hospital and must have functioned in that capacity for a minimum of nine months of Federal Fiscal Year 2008, which began 10/1/07.

**Standardization:** Use and distribute all pre-populated TER-generated forms.

**Training:** Attend the 2007 Annual Vital Statistics Conference or one of the 2008 Regional Vital Statistics Conferences scheduled for July.

**ImmTrac Performance:** Use TER-generated ImmTrac consent form to offer parents of newborns the opportunity to "grant" or "deny" ImmTrac consent, and submit properly completed forms for 95% of children born at your facility between 09/01/07 and 08/31/08.

### Local Registration Offices

**Timeliness:** Average no more than 30 days for all death registrations entered in Texas Electronic Registrar (TER), including manual, drop-to-paper and fully electronic, from the date of the event to filing in the state office between 01/01/08 and 09/30/08. Local registration offices averaging less than 20 days will be awarded an Exemplary Five-Star designation.

**Innovation:** Use TER for all birth and death registrations.

**Assessment:** Submit a fully completed local registrar self-assessment survey provided by the Vital Statistics Unit (VSU) no later than 07/31/08. The survey will be available to download via [www.texasvsu.org](http://www.texasvsu.org) in May.

**Training:** Attend the 2007 Annual Vital Statistics Conference or one of the 2008 Regional Vital Statistics Conferences scheduled for July.

**Collaboration:** Provide documentation of recruiting physicians in your registration district to sign up and use the TER-Death Registration System.

### Funeral Homes/Mortuary Services

**Timeliness:** Complete 90% or higher of death registration releases within 10 days of death using Texas Electronic Registrar (TER) between 01/01/08 and 09/30/08.

**Innovation:** Use TER for all death registrations.

**Recommendation:** Have a letter of recommendation from a local registrar submitted to the Vital Statistics Unit (VSU) on or before 09/30/08.

**Training:** Attend the 2007 Annual Vital Statistics Conference or one of the 2008 Regional Vital Statistics Conferences scheduled for July.

**Collaboration:** Provide documentation of recruiting physicians in your registration district to sign up and use the TER-Death Registration System.

# 2008 Texas Vital Statistics Regional Conferences

The Vital Statistics Unit/Department of State Health Services and the Texas Public Health Association will co-sponsor the 2008 Texas Vital Statistics Regional Conferences this summer. The day-long conferences will begin at 8:30 a.m. and end at 5:00 p.m. Lunch will be provided. Locations and dates are as follows:

**July 7 - New Braunfels**  
(Monday)

**T Bar M Ranch and Conference Center** (800) 292-5469  
2549 Highway 46 West, New Braunfels, TX 78132-3725  
\$85 single/double room; cut-off for group rate is 6/6/2008; Group ID: Vital Statistics

**July 9 - Galveston**  
(Wednesday)

**The Tremont House** (800) 996-3426 or (409) 763-0300  
2300 Ship's Mechanic Row, Galveston, TX 77550  
\$85 single/double room; cut-off for group rate is 6/25/2008;  
Group ID: TPHA Vital Statistics Summer Workshop

**July 11 - Lewisville**  
(Friday)

**Hilton Garden Inn/Lewisville** (972) 459-4600  
785 State Highway 121 Bypass, Lewisville, TX 75067  
\$85 single/double room; cut-off date for group rate is 7/1/2008;  
Group ID: Vital Statistics Conference

**July 16 - San Angelo**  
(Wednesday)

**Fairfield Inn & Suites - Hotel Accommodations** (325) 482-8400  
1459 Knickerbocker Road, San Angelo, TX 76904  
\$85 single/double room; \$95 suite; cut-off date is 6/15/2008;  
Group ID: Vital Statistics Conference

**San Angelo State University - Conference Location**  
Junell Center Building (building with tall flagpole in front)  
2235 South Jackson Street, San Angelo, TX 76909

**Who should attend?** All persons involved in the completion and registration of births, deaths, marriages, and acknowledgments of paternity in Texas.

**Registration:** Early Registration Fee is \$65.00 and must be received by June 30, 2008. On-Site Registration Fee is \$75.00. Space is limited - no refunds.

Checks or money orders should be payable to the Texas Public Health Association. Please enclose completed registration forms with all payments. To pay by credit card through PayPal, go to: [www.texaspha.org](http://www.texaspha.org) and click on the "Co-sponsored Events," then follow the prompts to Vital Statistics. Once you have paid via PayPal, fax your registration form to (512) 336-0533. All payments must be received on or before the day of the conference. You may bring the check with you on the day of the conference.

Mail registration forms and payments to TPHA/Vital Statistics Conference, P.O. Box 201540, Austin, TX 78720-1540.

**Continuing Education Units:** Continuing education accreditation is being submitted to the Texas Department of State Health Services Midwifery Program, American Health Information Management Association, Texas Funeral Service Commission, Texas Justice Court Training Center and the County & District Clerk's Association of Texas.

**Registration Questions:** Texas Public Health Association, (512) 336-2520

**Program Questions:** (888) 963-7111, extensions 2534, 3651, 2580, or 2949

Name: \_\_\_\_\_ Name of Company/Agency: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ City, State, Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

Attending Conference in (check one):

New Braunfels - July 7th  Galveston - July 9th  Lewisville - July 11th  San Angelo - July 16th

# Passports

**Question:** What are the passport requirements for traveling outside of the United States (U.S.)?

**Answer:** Currently, if traveling via air, a passport or other approved travel document is required to enter or re-enter the U.S. If traveling via land or sea, U.S. citizens must present either:

- 1) a passport, passport card (available late spring 2008), or Western Hemisphere Trade Initiative (WHTI) document; or
- 2) a government-issued photo ID, such as a driver's license, along with proof of citizenship, such as a birth certificate.

Beginning June 1, 2009, U.S. citizens traveling via land or sea must present a passport, passport card, or WHTI document.

The passport may be presented when traveling via air, land or sea. The wallet-size passport card will be limited to traveling via land or sea ports-of-entry between the U.S. and the following Western Hemisphere countries: Bermuda, Canada, Caribbean region, and Mexico.

For additional information on travel requirements outside the U.S., including passport application procedures and fees, passport renewals and WHTI compliant documents, visit

[www.travel.state.gov](http://www.travel.state.gov).

## Texas Vital Statistics Area Representatives

### North Texas

**Joan Strawn** (888) 963-7111 ext. 3651  
[joan.strawn@dshs.state.tx.us](mailto:joan.strawn@dshs.state.tx.us)

### Central Texas

VACANT

### East Texas

**Bobby Schiener** (888) 963-7111 ext. 2580  
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### South & West Texas

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