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## **NEW MEXICO HEALTH ALERT NETWORK (HAN) ALERT**

### **Requirements on Electronic Death Certifications**

January 24, 2022

#### **Background**

The New Mexico Bureau of Vital Records and Health Statistics (NMBVRHS) has been experiencing an increased amount of death certificates being submitted untimely, with errors, and missing information. This is causing a delay in processing and finalizing death certificates, which is contributing to untimely case submission and adding strain on the issue of storage capacity for bodies.

According to the Vital Records Act, a death certificate must be filed within five days following the date of death, and a medical certification must be signed and completed within forty-eight hours after death, NMSA 1978, Sections 24-14-20 (A), (C). Death certificates are required to be completed accurately, entirely, and submitted to NMBVRHS within the required timeframes. Additionally, the New Mexico Administrative Code section 7.2.2.13 requires death certificates and medical certifications to be filed through the prescribed electronic system.

#### **Requirements**

Funeral homes should send requests for electronic medical certification as early as possible. Certifiers must also electronically complete and sign the medical certification section and return the death certificates to funeral homes within the required timeframes. Electronic certification includes mobile access, allowing a certification to take place anywhere with a secure internet connection. All these components will result in improved data quality, quicker death certification completions, less orders getting returned for corrections, and less time being lost to amendments. If anyone is not yet set up for electronic certification, please go to <https://www.nmhealth.org/about/erd/bvrhs/vrp/resources/> for the forms to sign up for electronic certifications. An Electronic Certifier Training Request Form and a User Agreement must be submitted into NMBVRHS. The website also has additional information on signing up to be electronic, the sign-up process, and how to complete death certificates electronically. You must sign up by March 1, 2022, to complete certificates in the required manner.

NMBVRHS is available to support you in any way needed to ensure a smooth filing process for the betterment of all New Mexicans. If you need additional information, please contact 1-800-280-1618.

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