

Secretary of State
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PERMANENT ADMINISTRATIVE RULES

I certify that the attached copies* are true, full and correct copies of the PERMANENT Rule(s) adopted on [UPON FILING] by the
Date prior to or same as filing date

Department of Human Services, Public Health Division

333

Agency and Division

Administrative Rules Chapter Number

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to become effective [February 1, 2010].
Date upon filing or later

Rulemaking Notice was published in the [December 2009] Oregon Bulletin.**
Month and Year

RULE CAPTION

Vital Records adding two fees: Commemorative Certificate of Stillbirth and electronic verification
Not more than 15 words that reasonably identifies the subject matter of the agency's intended action.

RULEMAKING ACTION

List each rule number separately (000-000-0000)

Secure approval of new rule numbers (Adopted or Renumbered rules) with the Administrative Rules Unit prior to filing.

ADOPT:

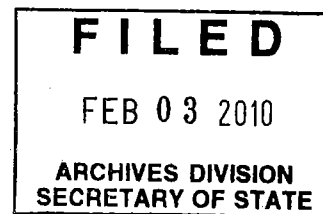
AMEND: 333-011-0106

REPEAL:

RENUMBER:

AMEND & RENUMBER:

Stat. Auth.: ORS 432.015, 432.121(2)(f), 432.146 & 432.266



Other Auth.:

Stats. Implemented: ORS 432.146, 432.266

RULE SUMMARY

The Department of Human Services, Public Health Division is permanently amending OAR 333-011-0106 related to fees for vital records. The Center for Health Statistics (CHS) is creating fees for two new services. The first, Commemorative Certificate of Stillbirth, was created in 2005 and a fee is authorized in ORS 432.266. CHS is now implementing the fee and is requesting \$20 for the first copy and \$15 for each additional copy, the same as other record types. The second, electronic verification, is a new service that will be available as part of a national system which will allow CHS to offer verifications at a reduced price from the current (manual) verification service. As part of a national system, Oregon does not directly determine the fee and has asked for a range to accommodate future changes without having to suspend the service until the fees rule can be changed. The fees are determined by a consortium including SSA, AAMVA, CMS and other national and federal agencies, as well as the National Association of Public Health Statistics and Information Systems (who also administers the system). Also, CHS is inserting the word 'manual' in the current verification service to distinguish from the electronic verification service. As the services affected are for parents who have experienced a fetal death and government agencies, no impact on business is anticipated.

William J Coulombe

William J Coulombe

2-2-2010

Authorized Signer

Printed name

Date

*With this original, file one photocopy of certificate, one paper copy of rules listed in Rulemaking Actions, and electronic copy of rules. **The Oregon Bulletin is published the 1st of each month and updates rules found in the OAR Compilation. For publication in Bulletin, rule and notice filings must be submitted by 5:00 pm on the 15th day of the preceding month unless this deadline falls on a weekend or legal holiday, when filings are accepted until 5:00 pm on the preceding workday.

ARC 930-2005

PH 3-2010

OREGON ADMINISTRATIVE RULES
DEPARTMENT OF HUMAN SERVICES, PUBLIC HEALTH DIVISION
CHAPTER 333

DIVISION 11

VITAL STATISTICS

333-011-0106

Fees

- (1) The fee for a full certified copy of a vital statistics record or for an abbreviated birth or death certificate shall be \$20. Additional copies of each record ordered at the same time shall have a fee of \$15 per certificate.
- (2) The fee for a Commemorative Certificate of Stillbirth shall be \$20. Additional copies of each record ordered at the same time shall have a fee of \$15 per certificate.
- (3) The fee for any search of the files and records shall be \$20. The fee shall include the issuing, when requested, of one certified copy or abbreviated certificate.
- (4) The \$20 fee shall cover the cost of a five year search for death, marriage and divorce records. If more than a five year search is requested, an additional fee of \$1 per year shall be charged.
- (5) The fee for a certified copy of a recorded court order registering an unrecorded birth under ORS 432.142, to be furnished by the Clerk of the circuit court or the State Registrar shall be \$20.
- (6) Overpayment of a required fee received in the office of the State Registrar shall be refunded if in excess of \$6 and any overpayment less than \$6 shall be refunded upon written request of the applicant within one year.
- (7) A fee of \$50 shall be paid to the State Registrar for the preparation of a new or supplemental birth certificate under the provisions of ORS 432.140, 432.142, 432.230 432.290 and 432.414 due to amendment, correction, adding the father's name to the birth record or filing of adoption orders and delayed and court registered birth records. The fee shall include the charge for one certified copy of the new or supplementary birth certificate. If a certified copy is not requested at the time of amendment or creation of the supplementary record, the amendment fee shall be \$30.
 - (a) The \$30 amendment fee may be waived to correct an error or omission by a reporting source if a birth record is corrected within the first year from the date of the event.
 - (b) The \$30 amendment fee may be waived at any future time to correct an error on a birth certificate by a reporting source for date of birth, time of birth or gender of registrant.
- (8) A fee of \$50 shall be paid to the State Registrar for the preparation of an amended death certificate, if amendments are filed more than one year after the date of death. However, no fee shall be paid for amendments to the cause of death filed by the physician or medical examiner that signed the death certificate.
- 9) A fee of \$5.50 shall be paid to expedite the search and filling of an order for a certificate when the order is placed by telephone, fax or the internet, billed to a credit card and processed the same or the next working day. This fee is in addition to the fee

charged by a subcontractor providing computer, prepayment, billing and collection services for orders processed using the subcontractor's services.

(10) A fee of \$45 shall be paid for heirloom birth certificates.

(11) A fee of \$5 per year shall be charged for duplicate copies of microfiche cards containing index information for death, marriage and divorce records.

(12) A fee of \$8.50 per reel shall be charged for duplicate copies of microfilm containing index information of death, marriage and divorce records.

(13) Persons requesting special services or specific data sets shall be charged actual time and material costs of producing the data.

(14) The fee for certificates to be used in research approved by the State Registrar shall be \$20 for quantities less than one hundred certificates. If the quantity is one hundred or more the following scale shall apply:

(a) If a listing is supplied which provides year and certificate number, or name, date, and place of event, the fee shall be \$10 per copy;

(b) If a listing is supplied which provides name and year of event, the fee shall be \$15 per copy;

(c) Listings supplying less information shall be at the regular fee.

(15) A fee of \$20 shall be paid for making certified copies of documents from sealed files.

(a) A fee of \$20 shall be paid for making certified copies of affidavits and supplemental reports.

(b) A fee of \$2 per page shall be charged for uncertified copies of affidavits and supplemental reports that can be issued without opening sealed files.

(16) A fee of \$25 may be charged for each check returned for non-payment.

(17) A flat fee of \$20 shall be paid for the replacement of certified copies when the original documents are returned within a year of issuance with an acceptable correction document and appropriate amendment fee. This fee may be waived when fewer than four certified copies are being replaced.

(18) A fee of \$8 shall be paid for each manual verification of a vital event for each government agency or subdivision of a government agency requesting over ten verifications per month.

(19) A fee not to exceed \$4 shall be paid for each electronic verification of a vital event. This fee is in addition to the fee charged by a subcontractor providing computer system, billing and collection services for verifications processed using the subcontractor's services.

Stat. Auth.: ORS 432.015, 432.121(2)(f), 432.146 & 432.266

Stats. Implemented: ORS 432.146, 432.266