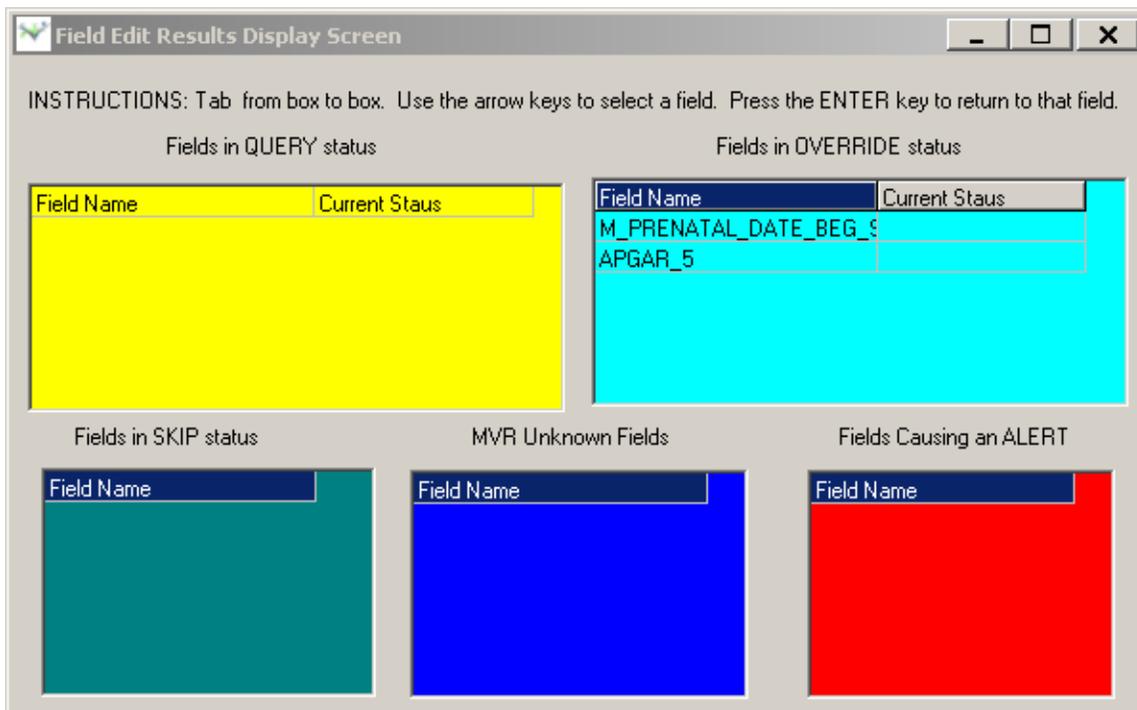


With the next Vital Records software release scheduled for October 3rd, 2013, there will be a few changes that affect the completion of birth records. These changes should increase data quality and reduce the number of calls and emails that we make to the birthing facilities.

- The Hospital Comments field can be updated at any time before the record is finished instead of only at completion.
- The record will not be able to be completed (Hospital Complete=Y) if edits are overridden and no explanation is given in the hospital comments field. The following pop-up will occur if an edit is overridden and the hospital comments field is empty. Currently, edits are often overridden when the information entered is invalid or questionable. For example, the date of the first prenatal care visit entered is 18 months prior to the date of birth or the date of the first prenatal care visit entered is after the date of birth. In this case dates should be verified including the date of birth for entry errors. If any field edit is overridden, please indicate the reason in the hospital comments.



After clicking on OK, the next screen will then appear that will allow you to double click on the field and be returned to the field in override status.



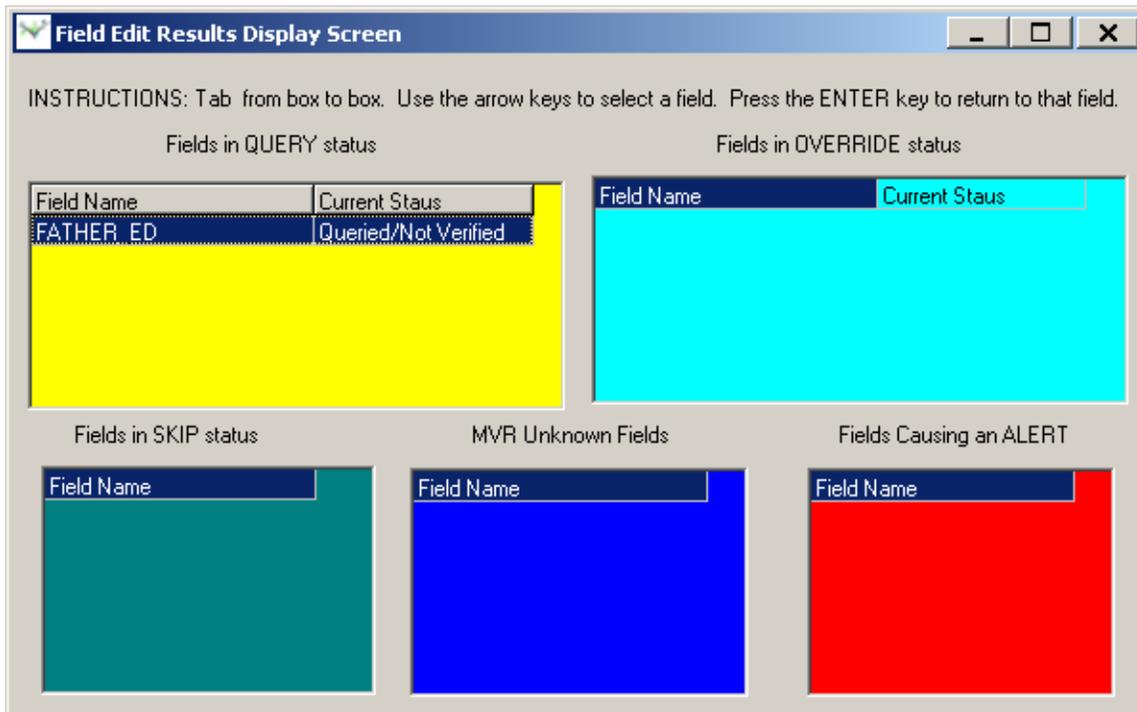
The information should be corrected or if what is entered is correct, then it should be indicated in the hospital comments field prior to completing the record.

Complete
Hospital Complete Hospital Completed Date
N / /
Hospital Comments
The date prenatal care began is correct.
Hospital Reject Comments
Douglas County Complete Douglas County Completed Date Reject Queue
N / /
Registrar
Registrar Sign
Halstead, Judith A.
Update complete

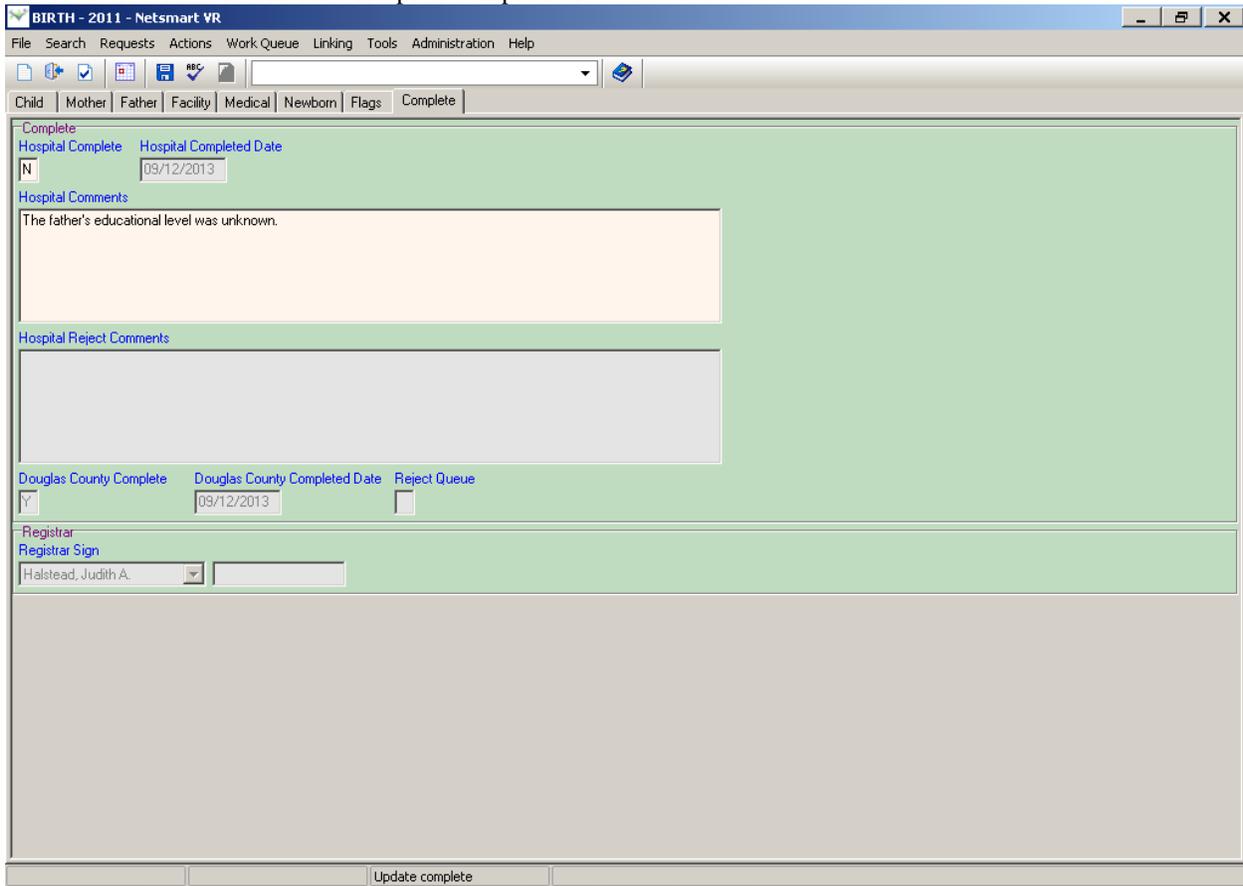
- The following pop-up will occur when completing a record (Hospital Complete=Y) if an edit is put in query, not verified status and the hospital comments field is empty.

Fields edits were overridden and put in query, not verified status. Please review before completing. If the information entered is correct, please state this in a hospital comment.
OK

After clicking on OK, the next screen will then appear that will allow you to double click on the field and be returned to the field that was overridden and put in query, not verified status.



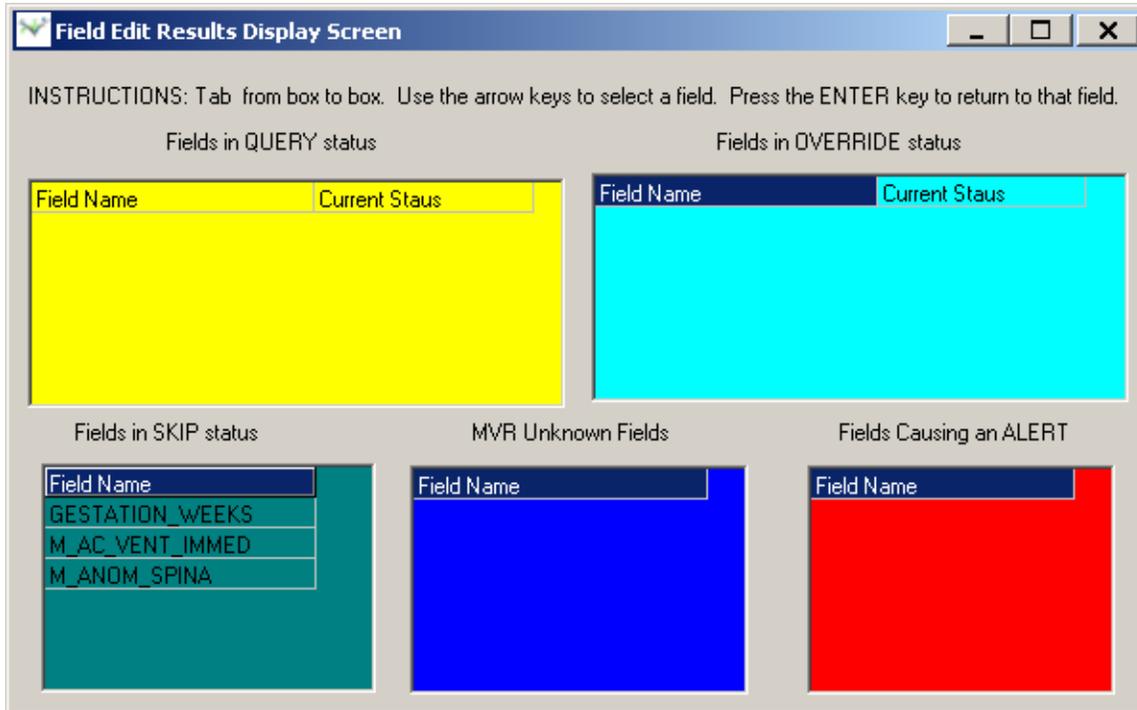
The field should be corrected or comments will need to be included verifying the information entered is correct before the record can be marked Hospital Complete=Y.



- The following pop-up will occur when completing a record (Hospital Complete=Y) if any field is skipped.



After clicking on OK, depending what was skipped, you will be taken directly to the skipped field or the next screen will appear that will allow you to double click on the field and be returned to the field that was skipped.



If you have any questions, please contact the Vital Records Help Desk at (402) 471-8275.