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Agency of Human Services

TO: VERMONT TOWN AND COUNTY CLERKS

FROM: LINDA MERCHANT, SUPERVISOR OF VITAL RECORDS REGISTRATION

Date: September 30, 2009

RE: **REVISED PRELIMINARY REPORT OF DEATH FORM**

The purpose of this email is to let you know that we have revised the Preliminary Report of Death (PROD) - the form currently being used to report deaths in Vermont - and to provide information about the changes. Attached is a copy for your reference (note: DH-PHS-PROD-**09** at top left of form).

We are in the process of distributing this new PROD to all funeral directors and to physicians who certify deaths, so we will continue to accept the old (DH-PHS-PROD-**08**) forms during the transition.

Please discard or shred your supply of the previous PROD, and replace with copies of this version.

SUMMARY OF CHANGES TO THE PROD:

Item 9 – Marital Status at Time of Death

There are **no changes to the field content**, but the *layout* of the responses was changed slightly to make space for another field (Item 10, below). The passage of the Civil Marriage legislation allows same sex couples to legally marry in Vermont as of September 1st, but it didn't change the status of existing civil unions.

Item 10 – Sex of Surviving Spouse / Partner

This item has been added to both the PROD and EDRS as a result of the Civil Marriage legislation. This information is used for statistical purposes and does not appear on the final death certificate.

Item 11 – Father's or Parent's Birth Name

Item 12 – Mother's or Parent's Birth Name

Only the labels have been changed on the PROD and EDRS as well as the actual certificate to accommodate those instances where the decedent's parents are the same sex. The new field labels appear on all certificates printed from EDRS beginning September 28, 2009.

Item 19 – Did the Decedent Receive Hospice Care? (In past 30 days)

Items 20 & 21 a-c – Place of Death

The Hospice question and Place of Death fields now appear on both sides of the PROD, including the electronic version printed from the EDRS, to make them available to both funeral directors and physicians. This is to allow for cases, particularly hospital deaths or Medical Examiner cases, in which the physician is more likely to know this information.





The information must be complete on at least one portion of the form. Note: the numbering of these fields is the same on both sides of the PROD. So, on the Medical Certification side it may appear that we skipped numbers between items 21c. and 27. This was intentional.

“**Intensive Care Unit**” has been added as a response to the **Place of Death** field (Item 20) to comply with reporting requirements included in recent State legislation related to palliative care. Note that only one response should be checked for this item.

TO OBTAIN ADDITIONAL COPIES OF THE PROD:

Additional Preliminary Report of Death forms can be printed at any time from the Vermont Department of Health web site. Click directly on this link: <http://healthvermont.gov/hc/EDRS/Forms.aspx>

If you have any questions about this information or the new PROD, please call the Vital Records Office: 863-7275 or 1-800-439-5008.

