NAPA COUNTY PUBLIC HEALTH

Vital Statistics Office

PROGRAM SUMMARY

The Vital Statistics office serves as the Local Registrar of deaths and births in Napa County. Vital Statistics also issues permits for the disposition of human remains, provides data for the reporting of communicable diseases to the State of California, and processes applications for the California Medical Marijuana Identification Card program.

MAIN ACTIVITIES

The responsibilities of Vital Statistics staff include:

- Certifying and registering the births of all babies born in Napa County
- Certifying and registering all deaths that occur in Napa County
- Issuing certified copies of birth and death records within one year of the event to authorized individuals
- Assisting with completion of amendments to birth and death records
- Issuing disposition/burial permits for all deaths that occur in Napa County and transfers of remains
- Issuing Medical Marijuana Identification Cards

DEMOGRAPHICS AND NO. SERVED

Vital Statistics customers include funeral homes, hospitals, the coroner's office, and members of the public.

- 795 births were registered in 2018
- 1249 deaths were registered in 2018
- 11 medical marijuana ID cards were issued in 2018

PERFORMANCE MEASURES

Funeral Home Customer Satisfaction Surveys

Year of Survey	Percent of Funeral Homes satisfied or highly satisfied with Vital Statistics Services
2016	100% (10/10)
2017	100% (9/9)
2018	100% (9/9)
2019	90.9% (10/11)

Timeliness of Death Certificate Registration*

Year	Percent of Napa County Deaths Registered within 8 days	Percent of California Deaths Registered within 8 Days
2016	81.5%	Data Not Available
2017	79.2%	Data Not Available
2018	79.33%	Data Not Available

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Public Health
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Timeliness of Birth Certificate Registration*

Year	Percent of Napa County Births Registered within 10 days	Percent of California Births Registered within 10 Days
2016	51.0%	79.9%
2017	39.0%	90.5%
2018	68.7%	93.4%

*Per California Health and Safety Codes 102400 and 102775, birth certificates must be registered within 10 days after birth of the baby and death certificates must be registered within 8 days of death. There are no fines issued locally or by the California Department of Public Health for lack of compliance to timelines, which makes enforcement difficult.

QI PROJECTS

Vital Statistics staff is currently working with local hospitals to ensure that all births are registered within 10 days of the event. In October of 2018, Napa County implemented the Electronic Birth Registration System, which automated the submission of birth records to the Local Registrar. Timeliness is important not just because it is a state requirement, but from a customer service perspective it is important to be able to give individuals access to these vital documents in a timely manner.

ADMINISTRATIVE INFORMATION

The Vital Statistics budget in FY17-18 was $184,453. This program is a mandated program and overseen by the California Department of Public Health.

Position	FTE
PH Manager	0.1 FTE
HHSA Technician I	1.0 FTE
Epidemiologist	0.15 FTE
Total	1.25 FTE

GOALS FOR UPCOMING FY:

- Increase timeliness of birth registration in local hospitals through technical support and monitoring
- Collaborate with Funeral Homes, Public Guardian, and Coroner to ensure that records for decedents without next of kin or ability to pay are filed in a timely manner

FOR PROGRAM INFORMATION, PLEASE CALL:

PHONE: (707) 253 –4506

OR VISIT: https://www.countyofnapa.org/880/Vital-Statistics

NAPA COUNTY CALIFORNIA

A Tradition of Stewardship
A Commitment to Service