



Vital Records ♦ Kenneth E. Bramlett, State Registrar & Custodian

2600 Skyland Drive, NE ♦ Atlanta, GA 30319 ♦ Phone: 404-679-4702 ♦ Fax: 404-679-4730

March 5, 2010

Dear Local Registrars:

Many of your local funeral homes are currently entering their part of the death certificate in the Vital Events Information System (VEIS). The system provides a “drop-to-paper” process, which allows the funeral home to obtain the appropriate medical certification from physicians, medical examiners, or coroners who may not be registered to use VEIS. The drop-to-paper worksheets as two pages: one containing the decedent’s demographic information as entered by the funeral home and the second for the medical certification. Upon completion, both pages should be submitted to your office for review and registration.

I would strongly encourage you to enter the medical certification information and finalize the record online, which will allow you and/or other registrars to print certified copies from your location. However, should you prefer to type the entire paper death certificate on the form made available for use effective 1/1/10, you may submit the completed document to our office for the assignment of a State File Number (SFN). Under no circumstances, however, should you refuse to accept the drop-to-paper form from a funeral home and/or medical certifier.

If you would like to receive training on finalizing the death certificate online, please contact Terri Portis at (404) 679-2911 or email a request to her at tportis@dhr.state.ga.us.

Sincerely,

Kenneth E. Bramlett

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