

What is EDRS?

- EDRS is the acronym for Electronic Death Registration System.
- It is a free, highly secure web-based system operated by the Pennsylvania Department of Health to electronically register deaths.
- It is accessible 24/7, anywhere that internet access is available.

Getting Started

If you are interested in adopting EDRS at your facility, please send an email to RA-DHDeathSupport@pa.gov. Include your name, job title, facility, and phone number.

Upon receipt of that email, someone from the EDRS team will be in touch to gather additional information, arrange a demo, and discuss training and implementation.

Login credentials are provided upon completion of training and receipt of a signed user account request form.

Support

Following training, ongoing support is available.

- User Guides, FAQs and more are available on the EDRS webpage at <http://doh.pa.gov/edrs>.
- The EDRS hotline is staffed during normal business hours at 800-323-9613.
- Questions can be emailed to the EDRS team at RA-DHDeathSupport@pa.gov.

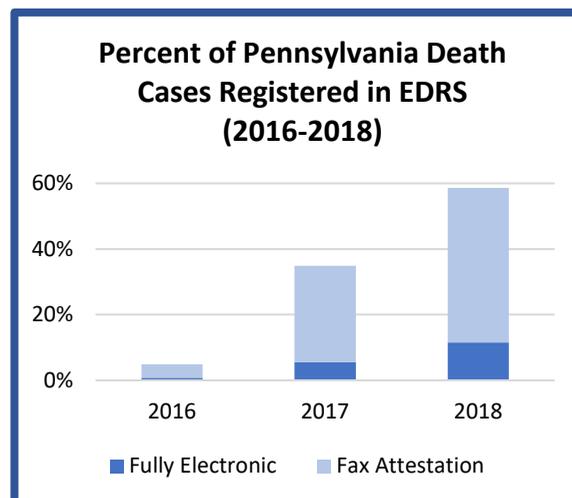
EDRS – A Nationwide Initiative

- EDRS is a nationwide initiative promoted by the Centers for Disease Control and Prevention (CDC).
- EDRS improves the timeliness and quality of death data for public health purposes.

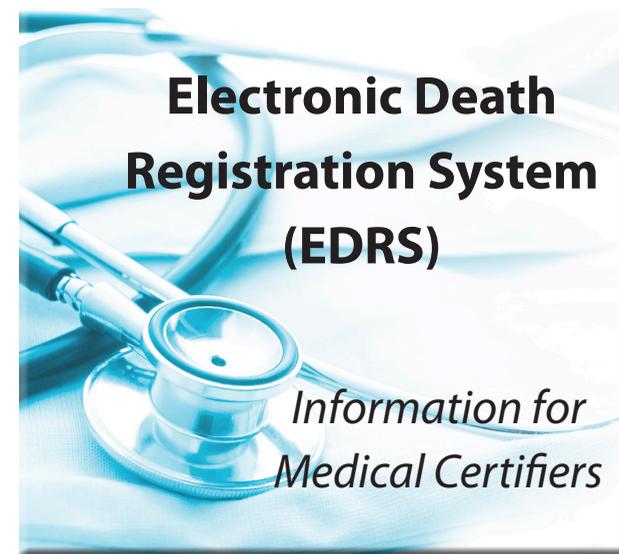
Use of EDRS

While Pennsylvania is transitioning to EDRS, death cases are currently reported in several different manners. The use of EDRS is growing, and the most common manners of reporting in EDRS are:

- Medical Certifier and Funeral Home both using EDRS (shown as Fully Electronic)
- Medical Certifier reporting on paper and Funeral Home using EDRS (shown as Fax Attestation)



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EDRS is operated by the Bureau of Health Statistics and Registries in the Pennsylvania Department of Health.



EDRS Webpage: <http://doh.pa.gov/edrs>

EDRS Hotline: 800-323-9613

EDRS Email: RA-DHDeathSupport@pa.gov



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Login

Following completion of training and signing the user account request form, a medical certifier will receive login credentials to access EDRS. After that, it's a few simple steps:

- Open your internet web browser and enter the web address provided with the login credentials.
- Enter username and temporary password, and click *Login*.
- Follow instructions to create a new password.
- If you have more than one location, select the location for the case by clicking on the appropriate location name.
- The Home screen appears.

Home Screen

From the Home screen, Fast Links are available to quickly access:

- Messages
- Current Activities
- Death Locate Case
- Amendment Work Queue Summary
- Death Start/Edit New Case

Certifying a Death Case

For many medical certifiers, the medical information about the case is entered by support staff. A medical certifier has a few steps to certify this type of case:

- Click the Fast Link for *Messages*.
- Click the link (shown as the decedent's name) to the case of the decedent to be certified.
- Click the *Pronouncement* link to review and verify the information.
- Click the *Next* button to review and verify the Place of Death information.
- Click the *Next* button to enter or verify the Cause of Death information.
- Click the *Next* button to review and verify the Other Factors information.
- Click the *Next* button to review and verify the Certifier information.
- Click the *Certify* link to review the Affirmations screen.
- Select the *Affirm* checkbox and click the *Affirm* button to certify the case.

When the case is affirmed, a confirmation message displays and the Certify link has a checkmark next to it.

Proceed to the next case or logoff EDRS.

Other Functionality

In those instances where all medical information from the death case is entered solely by the medical certifier, Quick Reference Sheets (compiled in a User Guide) are available to provide step-by-step instructions for finding a death case someone else started and creating a new death case.

Quick Reference Sheets are also available for many other EDRS functions. To follow are some examples:

- Entering Pronouncement Information
- Amending a Death Case (Medical and Replacement Medical)
- Editing an Amendment Request
- Viewing the Processing History of an Amendment
- Referring a Death Case to the Coroner/ Medical Examiner
- Relinquishing a Case
- Adding Comments

The Medical Facility User Guide is available in EDRS after logon. It is also available on the EDRS webpage along with FAQs that provide clear and detailed responses to about twenty questions organized by category.