



MEMORANDUM #7

TO: UNC Hospitals Attending Physicians, Housestaff, Clinical Nurse Coordinators, Department Heads and Supervisors

FROM: Ashley Holmes, M.S/F.M, Decedent Care and Autopsy Services Supervisor
Sheila Deloney, Assistant Administrative Director, Surgical Pathology and Autopsy Services
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SUBJECT: Updated North Carolina Vital Records Death Certificate Forms

DATE: February 8, 2018

Effective, March 1, 2018, The North Carolina Department of Vital Records will require that certifying physicians, nurse practitioners, physician assistants or medical examiners complete the newly revised form North Carolina Vital Records Death Certificate (Revised 11/17). Below are the changes that have been made to the form.

Table with 3 columns: FIELD, OLD FORM (Revised 06/15), NEW FORM (Revised 11/17). Rows #17 and #18 describe changes to FATHER'S NAME and MOTHER'S NAME PRIOR TO FIRST MARRIAGE fields.

To help make this transition smoother, the Decedent Care personnel at UNC Medical Center have been and are continuing to make the rounds to all units in an effort to retrieve the soon-to-be outdated death certificate forms (Revised 06/15) and replacing them with the newly revised form (Revised 11/17). Once your unit has received the new version of the death certificate forms distributed by Decedent Care please begin using only those forms. We ask if you find any additional copies of the old form (Revised 06/15) that these documents be shredded.

If you have questions or concerns regarding this change please contact Vital Records Field Services at 919-792-5991 or contact Decedent Care Services at 919-966-4491. Thank you for your assistance and patience during this time of change.