

FETAL DEATH RECORDING REFERENCE SHEET



EFFECTIVE AUGUST 2, 2021

The Office of Vital Statistics is requiring all New Jersey physicians, healthcare facilities and registrars to use VERI-NJ (Vital Event Registry Information for New Jersey), an electronic fetal death recording process developed by the Department of Health Information Technology Team.

When handling a fetal death case, your funeral home may experience one of the following three scenarios:

SCENARIO 1: The medical facility informs the New Jersey funeral director that the medical particulars have been reported on a REG 26 Certificate of Fetal Death form located at the hospital.

How to Proceed: There is no change. You will use the existing procedure to execute, file and order certified transcripts and the burial permit in person with the registrar in the municipality where the delivery occurred.

SCENARIO 2: The medical facility informs the New Jersey funeral director that the medical particulars have been reported on both a REG 26 Certificate of Fetal Death form located at the hospital **AND** a digital fetal death record has been forwarded to the registrar in the municipality where the delivery occurred via VERI-NJ.

How to Proceed: It is recommended that funeral directors continue with the existing procedure to execute, file and order certified transcripts and the burial permit in person with the registrar in the municipality where the delivery occurred, utilizing the REG 26 Certificate of Fetal Death form.

SCENARIO 3: The medical facility informs the New Jersey funeral director that only a digital fetal death record has been forwarded to the registrar in the municipality where the delivery occurred via VERI-NJ.

How to Proceed: The funeral director must first contact the registrar in the municipality where the delivery occurred by telephone or email and provide specific biographical, funeral home and disposition information to complete the fetal death record. The registrar must enter this information and upload signatures into VERI-NJ before the fetal death record can be certified and accepted and a burial permit can be issued.

There are two ways to provide the registrar with the required data:

Option #1: Complete a Funeral Director Fetal Death Request Form to disclose the biographical, funeral home and disposition information. The form is available for download from the Forms section of EDRS, or by [clicking here](#).

Scan and email the completed document to the registrar in the municipality where the delivery occurred. The registrar will enter the information into VERI-NJ.

Option #2: The certifying New Jersey funeral director can report in person, with the case file and all relevant information, to the office of the registrar where the delivery occurred, providing the information to the registrar for entry into VERI-NJ.

SIGNING THE ATTESTATION OF FETAL DEATH

After the information is entered by the registrar, the system will generate an Attestation of Fetal Death, which must be signed by the certifying New Jersey funeral director. This attestation confirms that the biographical, funeral home and disposition information is correct.

There are two ways to sign the Attestation of Fetal Death:

1. The certifying New Jersey funeral director can report in person to the office of the registrar where the delivery occurred to review the information entered in VERI-NJ and sign the attestation on an electronic pad or other device at the registrar's office.
2. The certifying New Jersey funeral director can request the registrar send a secure email with a PDF of the attestation to the funeral home for a "wet" signature. Once signed, the document must be scanned and emailed by the funeral home back to the registrar for upload to VERI-NJ.

Once the attestation is uploaded to VERI-NJ, the registrar will accept the online fetal death record and issue the burial permit and fetal death certificates, if ordered.

Payment of the burial permit fee and any fetal death certificates must still be provided by check. There is no online method for paying for fetal death certificates or burial permits until incorporated into EDRS.

EFFECTIVE SEPTEMBER 1, 2021

The REG 26 Certificate of Fetal Death form will **NO** longer be completed by a physician and the recording of the fetal death will be completed online only as outlined in SCENARIO 3. Funeral directors will need to either appear in person or communicate via secure email with the office of the registrar in the municipality where the delivery occurred to forward the required information for entry into VERI-NJ and attest to the fetal death.

ADDITIONAL SUPPORT

Should you have any questions, contact the NJSFDA Manager of the Day at **800.734.3712** or njsfda@njsfda.org.