pennsylvania
DEPARTMENT OF HEALTH

Uncertifying a Death Case

Notes:

- This Quick Reference Sheet is for the role of a Medical Certifier or Coroner/Medical Examiner only. This functionality is not for use by staff in a medical office or facility or a coroner/medical examiner office. Use of another user's login credentials to perform this functionality is strictly prohibited and a violation of the User Agreement and Confidentiality Policy.
- If updated information is obtained on a case that has already been certified, **but not yet registered**, the certifier can uncertify the case to make the necessary updates.

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1 From the death case, click the **Certify** link in the *Medical Certification* section of the Death Registration Menu.
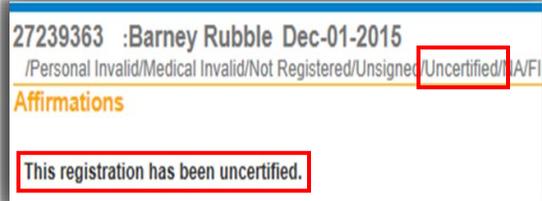
Medical Certification
- Pronouncement
- Place of Death
- Cause of Death
- Other Factors
- Certifier
- ✔ Certify

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2 Click the **Uncertify** button to uncertify the death case.

Uncertify | Clear | Return

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3 A Confirmation dialog box displays. Click the **OK** button to confirm that you want to uncertify the death case.
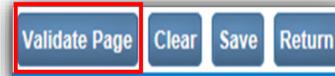
OK

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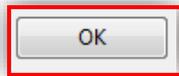
4 The case is now uncertified and the **Certify** link no longer appears in the Death Registration Menu.

27239363 :Barney Rubble Dec-01-2015
/Personal Invalid/Medical Invalid/Not Registered/Unsigned/Uncertified/NA/FI
Affirmations

This registration has been uncertified.

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5 Make the necessary updates to the *Medical Information* section.

Medical Certification
- Pronouncement
- Place of Death
- Cause of Death
- Other Factors
- Injury
- Certifier

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6 When all revisions are complete, click the **Validate Page** button to revalidate the death case and verify that all updates are accurate.

Validate Page | Clear | Save | Return

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7 When validation is successful, you must re-certify the death case. Click the **Certify** link.

Medical Certification
- ✔ Pronouncement
- ✔ Place of Death
- ✔ Cause of Death
- ✔ Other Factors
- ✔ Certifier
- Certify

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8   Click the check box (☐) to affirm, and click the **Affirm** button.

Affirmations

Affirm the following:

☑ I certify that the information submitted in this entry is, to the best of my knowledge, true and correct information regarding this decedent. I further understand that false statements made knowingly and willfully are punishable by fine and/or imprisonment under the provisions of 16 U.S.C. § 1857 and 18 U.S.C. § 1001.

[Affirm] [Clear] [Return]

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