Physicians Cheat Sheet-Fetal Death

**Fetal Death Certificate Process:**
If PHY starts record and FH is involved:
1. PHY starts record and performs data entry
2. PHY demographically designates FH
3. FH accepts ownership
   *Note: PHY cannot certify until FH accepts ownership*
4. PHY certifies record
5. FH verifies record
6. PHY or FH can release record

**FH Designation:**
1. Go to Fetal Death module
2. Record --> Demographic Designation
3. Select Verifier type, enter searchable data, click “Search”
4. Select the verifier’s name in the table --> Click “Designate”

**Medical Certification:**
1. Go to Fetal Death module
2. Record --> Certify
3. Click “Preview” to open a printable screen for the abstract of the fetal death record. Click “Certification” to move forward
4. Read and check box in lower left --> Enter PIN --> Click “Ok” --> Click, “Yes”

**Release record:**
1. Go to Fetal Death module
2. Record --> Release, click, “Yes”
   *Only Physicians/JPs/MEs should certify fetal deaths
   *Fetal Death Reporting begins where fetal death occurred

**Keyboard Shortcuts:**
- Press and hold “ALT” key, type 3 digit code, release the “ALT” key

**Diacritical Marks:**
- Press and hold “ALT” key, type 3 digit code, release the “ALT” key

Questions? The TxEVER team can be reached at Help-TxEVER@dshs.texas.gov or 512-776-3010

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