

MOTHER'S WORKSHEET

Instructions for completing the Official Worksheet to Establish Legal Certificate of Live Birth

General Information	Page 2
Baby's Information	Page 4
Baby's Legal Name as it appears on the Birth Certificate	Page 5
Birth Mother's Information, Part 1	Page 7
Preferred Parentage Title	Page 7
Current Legal Name	Page 7
Current Residence	Page 9
Mailing Residence	Page 11
Place of Birth	Page 12
Date of Birth	Page 13
Primary Language	Page 14
Education	Page 14
Spanish Origin	Page 15
Race	Page 16
WIC	Page 17
Cigarette Use	Page 17
Height	Page 18
Weight prior to pregnancy	Page 18
Birth Mother's Marital Status	Page 24
Birth Mother's Information, Part 2	Page 23
Name prior to any marriage	Page 23
Social Security Number	Page 25
Spouse's Information	Page 26
Current Legal Name	Page 26
Name prior to any marriage	Page 28
Place of Birth	Page 30
Date of Birth	Page 30
Social Security Number	Page 31
Education	Page 32
Spanish Origin	Page 32
Race	Page 33
Language	Page 34
Informant's Information	Page 35
Adoption	Page 36
SSN for Child	Page 37
Informant's Relationship to Mother	Page 38
Informant's Legal Name	Page 39
Informant's Address	Page 40
Informant's Affirmation	Page 41
Hospital Staff	Page 43
Appendix A	Page 44

GENERAL INFORMATION

Description Information from the birth worksheets is used to establish the infant's legal birth certificate pursuant to Iowa Code section 144.13.

Purpose **Legal Portion.** The Certificate of Live Birth is a permanent legal document that proves the child's identity, age, parentage, and U.S. citizenship and from which official certified copies are made. The child will use this certificate their entire life for legal purposes such as:

- Medical and life insurance policies and benefits.
- Benefits such as financial aid, medical care, welfare aid, and other public assistance programs.
- Bank accounts, credit, and other financial transactions and benefits.
- Enrollment in Head Start, pre-school, elementary school, college, and school transfers.
- Passport and travel, including bordering countries such as Mexico and Canada.
- Driver's permits and licenses; non-driver I.D.s; official identification cards.
- Social security card application, duplicates, and benefits.
- Recruitment into the armed forces and veteran's benefits.
- Voter registration.
- Application for a marriage license in some jurisdictions.
- Participation in organized sports activities and competitions.
- Employment applications.
- Family history.

Medical and Statistics Portion. In addition to information used for legal purposes, public health practitioners and medical researchers also use data from the birth record to study and help improve the health of birth mothers and newborn infants.

- Annual vital statistics are compiled on the number and rate of births by characteristics of the birth event. For instance, such items as place of birth, place of residence of the birth mother, age of the birth mother, plurality, and birth weight provide valuable data to determine population composition and growth and to plan and evaluate programs in public health, education, and other governmental agencies and private industries.
- Research data is used exclusively for health studies and does not appear on certified copies of the birth certificate issued to entitled applicants or on the record held in the custody of the local county registrar of vital records that is open for public viewing and inspection according to Iowa law.
- Iowa law protects against unauthorized release of identifying information.

Sources Birth mother; Hospital Records.

Instructions.....Ensure that all the items on the worksheet are completed.

- ▶ Ensure that the birth mother completes the worksheet legibly using black or dark blue ink. No pencil, gel inks, pastel inks, red ink, and so forth.
- ▶ Encourage the birth mother to ask hospital staff for assistance, if necessary.
- ▶ Advise the birth mother to complete the worksheet accurately and truthfully in order to avoid future problems.
 - Providing false information on purpose to establish the birth certificate is a serious misdemeanor pursuant to Iowa Code section 144.52.
- ▶ Advise the birth mother that it is her responsibility to proofread her responses on the worksheet. When she signs as the informant she is affirming the accuracy of the information and any changes may require a court order.
- ▶ Do not accept a worksheet that contains cross-outs on the child's name and either parent's name. Initialing the error is also not acceptable. Provide the birth mother a new worksheet to begin again if she makes an error on the name field or changes her mind about the baby's name.

BABY'S INFORMATION

DescriptionThe full legal name that the child will be known by.

PurposeHelps ensure integrity of the legal birth certificate by identifying and documenting legal evidence of the individual for whom the certificate is being prepared. The full legal name appears on any certified copy of the Certificate of Live Birth, and on the record available at the local county registrar office. All birth records available at the county registrar office are open for public viewing and inspection according to Iowa law.

SourceSelf-reported by the birth mother (the preferred informant) on the '*Birth Mother's Worksheet*.'

- May or may not be verified with hospital records.
- No law exists that requires both parents to be joint informants.
- No law exists that requires the infant to be given either parent's family surname.

InstructionsVerify with the parent any unusual spellings or illegible entries.

- ▶ The birth mother may name the baby whatever she wishes as long as the characters are letters on an English keyboard. An apostrophe, hyphen and spaces may be used. The following are not allowed: nicknames, abbreviations, special characters including diacritical or accent marks, or any name enclosed in quotations or parentheses.
- ▶ If the mother does not want to name the baby, hospital staff may file the birth record with just the surname of the birth mother. Consult birth registration staff with data entry process when an infant has no first or middle name on the Birth Mother Worksheet at time of data entry.
 - Social Security will not issue a social security number if the child does not have a first and last name.
- ▶ After registration, parents must request corrections to minor typographical errors by submitting to the state vital records office a notarized statement, a photocopy of their government-issued I.D., and any certified copy of the Certificate of Live Birth in their possession.
- ▶ After registration, the infant's name may only be changed through a legal action unless there has been a typographical error. This includes the first, middle, and last names. The '*Voluntary Paternity Affidavit*' is considered a legal action, but only allows the parents to change the child's last name to that of the father or to add the father's last name (multiple word or hyphenated surname).
- ▶ After registration, the child's first and/or middle name may be added by affidavit until the age of one without a court order IF none existed on the original registration. Parents must contact the state vital records office and request the official form and instructions. There is a processing fee.
- ▶ Parents may not make any changes to the '*Birth Mother's Worksheet*' either before or after registration. If the informant makes an error while completing the worksheet, they will need to start a new worksheet. No cross-outs or rewrites are acceptable, even if initialed.

Baby's Legal Name as it should Appear on the Birth Certificate

Items.....Child's first given name; middle given name, if any; last name (family surname); and generational suffix, if any.

Child's legal FIRST given name

- ▶ Becomes the primary given name that can be legally used by the child.
- ▶ Excludes nicknames, abbreviations, or any name enclosed by quotation marks or parentheses.
- ▶ Must be legibly printed in upper and lowercase letters, with sufficient spacing between multiple names.
- ▶ Valid values are A-Z, apostrophe ('), hyphen (-), and spaces. Special characters such as diacritical or accent marks are not acceptable.
- ▶ Legally required to be assigned a Social Security Number.
- ▶ Not required at the time of registration; however, the parents must add it within the first year by completing and notarizing a special affidavit form available from the state vital records office. There is an administrative processing fee. After one year, a Legal Change of Name is required through the court system.

Child's legal MIDDLE given name:

- ▶ Same as for first given name, except not legally required at any time during a person's lifetime.

Child's legal LAST name (family surname):

- ▶ Required to be present at the time of registration.
- ▶ Multiple-word surnames may use a hyphen to clarify the surname and group the components of the name, but it is not required.
- ▶ May be any desired name, and does not legally indicate paternity or parentage.
- ▶ Becomes the last name, or family surname, that can be legally used by the child.
- ▶ Excludes nicknames, abbreviations, or any name enclosed by quotation marks or parentheses.
- ▶ Must be legibly printed in upper and lowercase letters.
- ▶ Valid values are A-Z, apostrophe ('), hyphen (-), and spaces. Special characters such as diacritical or accent marks are not acceptable.
- ▶ May not be changed without a legal action or proof of an obvious clerical error after the record has been registered with the state vital records office.

Child's GENERATIONAL suffix, if any:

- ▶ Not required to be present.
- ▶ Standard generational title that traditionally appears after the surname and distinguishes a child from his or her parent of the same name and vice versa.
- ▶ May change through the generations as the registrant (person named on the record) ages.

- ▶ Valid generational suffixes, or titles, include:
 - Jr. and Sr.
 - Roman numerals I, II, III, IV, etc.

- ▶ Excludes:
 - Professional or educational titles (e.g., Dr., Rev., etc.).
 - Courtesy titles (e.g., Mr., Mrs., Ms.).
 - A repetition or initial of the surname or first/middle given name.
 - A nickname.

- ▶ Restrictions on the number of character spaces in most electronic systems, including Social Security.

BIRTH MOTHER'S INFORMATION, PART 1

PurposeHelps ensure integrity of the legal birth certificate by identifying and documenting evidence of the legal mother of the individual named on the birth record. Limited items appear on certified copies of the Certificate of Live Birth, and on the record held in the custody of the local county registrar of vital records that is open for public viewing and inspection under Iowa law.

SourceSelf-reported by the birth mother (the preferred informant) on the '*Birth Mother's Worksheet*.' Should be verifiable with prenatal and delivery records.

- Birth mother **MUST** be listed at the time of registration.
 - For any adoption or surrogacy, the new mother will be added by the state vital records office after approved documentation has been submitted.

InstructionsVerify with the parent any unusual spellings, illegible entries, or blanks.

Birth Mother's preferred parentage title:

DescriptionThe parentage title that the birth mother prefers.

PurposeDesignates the preferred parentage title

InstructionsAdvise the informant to select the one option that best describes the preferred title.

Options

- Mother**
 - ▶ '*Mother*' defaults as the parentage title because by Iowa law, the birth mother is the legal mother until a court order establishes the record otherwise.
- Parent**

Birth Mother's Current Legal Name

DescriptionThe full legal name that the birth mother currently goes by, which normally would match the name on her current, valid government-issued photo identification.

PurposeHelps ensure integrity of the legal birth certificate by identifying and documenting legal evidence of maternal parentage as required by Iowa law. Appears on any certified copy of the child's Certificate of Live Birth, and on the record held in the custody of the local county registrar of vital records that is open for public viewing and inspection according to Iowa law. Used for mailing any certified birth certificate and Social Security card.

SourceSelf-reported by the informant on the '*Birth Mother's Worksheet*.' Can be verified with hospital records, such as admission history and physical, delivery record, and basic admission information.

- Birth mother **MUST** be listed at the time of registration.

For any adoption or surrogacy, the new mother will be added by the state vital records office after approved documentation has been submitted.

Items Birth mother's current legal first given name; middle given name, if any; surname; and suffix, if any. Verify with the informant any unusual spellings or illegible entries.

Mother's current legal FIRST given name:

- ▶ Required to be provided on the birth worksheet.
- ▶ May or may not be different than her first given name as it appears on her legal birth certificate if she has acquired a legal change of name through marriage or the courts.
- ▶ The first given name used legally by the birth mother at the time of this birth.
- ▶ The same as her first name on her current, valid government-issued photo identification.
- ▶ Must be legibly printed in upper and lowercase letters, with sufficient spacing between multiple names.
- ▶ Excludes nicknames, abbreviations, or any name enclosed by quotation marks or parentheses.
- ▶ After the record has been registered, may not be changed without proof of an obvious typographical error or a court-ordered amendment.

Mother's current legal MIDDLE given name, if any:

- ▶ Same as for first given name, except not legally required at any time during a person's lifetime.

Mother's current legal LAST name (family surname):

- ▶ Required to be present on the birth worksheet.
- ▶ Multiple-word surnames may use a hyphen to group the components of the name, but it is not required.
- ▶ May or may not be different than her last name as it appears on her legal birth certificate if she has acquired a legal change of name through marriage or the courts.
- ▶ The last name, or family surname, used legally by the birth mother at the time of this birth.
- ▶ Excludes nicknames, abbreviations, or any name enclosed by quotation marks or parentheses.
- ▶ Must be legibly printed in upper and lowercase letters.
- ▶ After the record has been registered, may not be changed without proof of an obvious typographical error or a court-ordered amendment.

Mother's current legal GENERATIONAL suffix, if any:

- ▶ Not required to be present on the birth worksheet.
- ▶ May or may not be different than any generational suffix on her legal birth certificate.
- ▶ Standard generational title that traditionally appears after the surname and distinguishes a child from his or her parent of the same name and vice versa.

- ▶ The generational suffix used legally by the birth mother at the time of this birth except if it has just been acquired as a result of the birth and naming of this child.
- ▶ May change through the generations as the parent ages.
- ▶ Valid generational suffixes, or titles, include:
 - Jr. and Sr.
 - Roman numerals I, II, III, IV, etc.
- ▶ Excludes:
 - Professional or educational titles (e.g., Dr., Rev., etc.).
 - Courtesy titles (e.g., Mr., Mrs., Ms.).
 - A repetition or initial of the surname or first/middle given name.
 - A nickname.
- ▶ Restrictions on the number of character spaces in most electronic systems, including Social Security.

Birth Mother's Current Residence

DescriptionIdentifies the actual physical, geographic location of the birth mother's legal household or residence at the time of this live birth. Not her postal address.

PurposeMakes it possible to compute birth rates specific to the population residing in a given area; to develop population estimates and projections; and to plan and evaluate community health, education, and other services and programs.

The mother's state and county of residence appears on certified copy of the child's Certificate of Live Birth, and on the record held in the custody of the local county registrar of vital records that is open for public viewing and inspection according to Iowa law.

SourceSelf-reported by the informant on the '*Birth Mother's Worksheet.*' May generally be verified with hospital records.

Items.....Residence Country, Residence Street Address and Unit Number, Zip Code, Residence City, Residence County, Residence State, Residence City Limits, and Residence Phone Number.

Instructions Advise the birth mother to provide the location of where home is physically located.

- ▶ Includes a place of residence during a tour of military duty or attendance at college.
- ▶ Includes group homes, mental institutions, penitentiaries, or hospitals for the chronically ill – using the street address only, not the name of the facility.
- ▶ Excludes temporary residences such as on a visit, business trip, or vacation; or residences of short duration with a relative, friend, or other facility for the purpose of awaiting the birth of this child.
- ▶ Excludes her postal address (i.e., may be different from her physical address).

- ▶ If the birth mother is homeless, provide the address that is known. For example, a homeless woman could only have a city, county, and state entered, with her street address listed as “Unknown.”

Physical Address

- ▶ Advise the birth mother to provide the complete number and street, including any apartment, unit, suite, or lot number of the location of her household’s *‘Physical Address.’*
- ▶ Excludes post office boxes or other postal addresses.

Country

- ▶ Advise the birth mother to provide the name of country where her she currently and legally resides on a permanent basis.
- ▶ Advise the birth mother to spell out the name of the country to avoid misinterpretation by data-entry (in other words – avoid abbreviations).
- ▶ The name of the country will print on the legal portion of the child’s birth certificate in place of the State if other than the United States or a U.S. Territory.

State, U.S. Territory, or Canadian Province

- ▶ Advise the birth mother to provide the *‘State, U.S. Territory, or Canadian Province’* where her physical residence is located. The State or U.S. Territory will print on the legal portion of the child’s birth certificate.
- ▶ Advise the birth mother to spell out the name to avoid misinterpretation by data-entry (in other words – avoid abbreviations).
- ▶ EXCEPTION: *‘State, U.S. Territory, or Canadian Province’* is not required if her current legal residence is located in a Foreign Country (not in Canada, a U.S. Territory, or the United States).
 - The United States includes the 50 states and the District of Columbia (DC).
 - See Appendix A for list of Territories and Canadian Provinces.

City

- ▶ Advise the birth mother to write the name of the incorporated city where her physical residence is located.
 - If her home is located in a rural area, advise her to write the city or town that is associated with the postal zip code – unless that city or town is physically located in a different state than the postal zip code, in which case the birth mother would enter *“Rural (name of county) County”* for the location where the household is physically located.

County

- ▶ Advise the birth mother to write the name of the *‘County’* where her physical residence is located.
- ▶ EXCEPTION: *‘County’* is not required if her current legal residence is located in a Foreign Country.

Zip Code

- ▶ Advise the birth mother to write her mailing ‘*Zip Code*’ if that is the only known zip code. In Canada, this is known as the “*Postal Code*.”
- ▶ EXCEPTION: ‘*Zip Code*’ is not required if her current legal residence is located in a Foreign Country (not in Canada, a U.S. Territory, or the United States).

Located inside limits of incorporated city or town

- ▶ Advise the birth mother to select either ‘*Yes*,’ ‘*No*,’ or ‘*Don’t know*’ to best describe where her physical residence is located.
 - Yes
 - No
 - Don’t Know
- ▶ If the selected option does not appear to be consistent with her street address, city, and county, ask her for clarification or re-confirm the information in some other manner.

Phone Number

- ▶ Advise the birth mother to write her phone number, if she has a telephone or cell phone. This information is used solely for follow-up, if necessary, to resolve any problems with the birth registration.
- ▶ Phone numbers must be numeric values and include the entire 10-digit number (i.e., including area code).
- ▶ If the birth mother does not have a phone, draw a line across the field to indicate to the data entry staff that an attempt was made to obtain a response.

Mother’s Mailing Address

DescriptionThe postal address from which the birth mother receives her mail.

PurposeProvides a means to mail the birth mother the automatic newborn certified copy of the Certificate of Live Birth and the infant’s Social Security card. Allows for necessary querying of missing information and facilitates follow-up by Iowa Department of Public Health programs as permitted by law. Gathered separately from the birth mother’s residence address because the two are not always the same and each address serves a different purpose administratively.

Does not appear on certified copies of the Certificate of Live Birth or on the record held in the custody of the local county registrar of vital records that is open for public viewing and inspection according to Iowa law.

SourceSelf-reported by the informant on the ‘*Birth Mother’s Worksheet*.’ May generally be verified with hospital records. Advise the parent to be sure it’s a valid, deliverable mailing address.

Options

Same as residence

- ▶ Advise the birth mother to select ‘*Same as residence*’ if her mailing address is the same as her current residential location.
- ▶ If ‘*Same as residence*’ is applicable, the rest of this item is skipped and the informant goes directly to item #5 ‘*Mother’s place of birth.*’

If the birth mother’s mailing address is different from her residence location, the following items must be completed:

Complete number and street, if no P.O. Box

- ▶ Advise the birth mother to provide the complete number and street, including any apartment, unit, suite, or lot number of her mailing address if there is no post office box.
- ▶ Advise the birth mother to write her post office box number if that is where her mail is delivered.

Country

- ▶ Advise the birth mother to provide the name of country where she gets her mail.
- ▶ Advise the birth mother to spell out the name of country to avoid misinterpretation by data-entry (in other words – avoid abbreviations).

State, U.S. Territory, or Canadian Province

- ▶ Advise the birth mother to provide the ‘*State, U.S. Territory, or Canadian Province*’ where she gets her mail.
- ▶ Advise the birth mother to spell out the name of the state to avoid misinterpretation by data-entry (in other words – avoid abbreviations).
 - See Appendix A for list of US Territories and Canadian providences.

City

- ▶ Advise the birth mother to write the name of the city used for her mail delivery.

Zip Code

- ▶ Advise the birth mother to write her mailing ‘*Zip Code.*’ In Canada, this is known as the “*Postal Code.*”

Birth Mother’s Place of Birth

DescriptionThe geographic location (i.e., jurisdiction) of the birth mother’s place of birth.

Purposeprovide essential information on the fertility and growth of immigrant populations. In conjunction with Census population data, also used to compare childbearing patterns of U.S. and non-U.S.-born women.

Helps prove maternal parentage. Of value to the child and the parents to trace family histories. Appears on any long-form certified copy of the child’s Certificate of Live Birth

and on the record held in the custody of the local county registrar of vital records that is open for public viewing and inspection according to Iowa law.

SourceSelf-reported by the informant on the *'Birth Mother's Worksheet.'* Can be verified from hospital records, such as admission history & physical and basic admission information from the current and/or past admission.

InstructionsAdvise the birth mother to provide the information that best describes where she was born.

Country

U.S. State or Territory

▶ Also specify the name of the State or U.S. Territory. Advise the parent to spell out the state or territory to avoid misinterpretation by data-entry (in other words – avoid abbreviations).

Canada/Province

▶ Also specify the name of the Province. Advise the parent to spell out the province to avoid misinterpretation by data-entry (in other words – avoid abbreviations).

Foreign country other than Canada

▶ Also specify the name of the foreign country. Advise the parent to spell out the country to avoid misinterpretation by data-entry (in other words – avoid abbreviations).

Birth Mother's Date of Birth

DescriptionThe birth month, day, and year of the woman who delivered this child.

PurposeUsed to calculate the age of the birth mother, one of the most important factors in the study of childbearing patterns and population change. Helps provide appropriate pre- and post-natal health care services to the birth mother and baby. Studies have shown a relationship between the health of the child and the birth mother's age. For example, teenagers and women over age 40 have a higher percentage of low-birthweight and premature infants than women of other ages.

Helps ensure integrity of the birth certificate by identifying and documenting legal evidence of maternal parentage. Of value to the child and the parents to trace family history. Appears on any long-form certified copy of the child's Certificate of Live Birth, and on the record held in the custody of the local county registrar of vital records that is open for public viewing and inspection according to Iowa law.

SourceSelf-reported by the informant on the *'Birth Mother's Worksheet.'* Can be verified with hospital records, such as admission history & physical and basic admission information from the current and/or past admissions.

InstructionsAdvise the birth mother to write her date of birth, starting with the month.

Edit Verifications

- If the month and day is February 29th, the year must be a leap year.
- The birth mother's age is calculated using her complete date of birth and the infant's date of birth.
- The birth mother's date of birth should be re-confirmed if her calculated age falls outside the acceptable limits of age 8 and age 65.
- The birth mother's year of birth cannot be the same as the infant's or a future year.
- The birth mother's date of birth should be re-confirmed if her calculated age indicates that she began school at the age of four or less.

Mother's Primary or Preferred Language

DescriptionThe primary or preferred language the birth mother uses to communicate.

PurposeHelps provide information to determine health service needs for English and non-English speaking groups. Currently gathering literal descriptions of non-English languages in order to determine the languages most often used statewide.

SourceSelf-reported by the informant on the '*Birth Mother's Worksheet.*' Can be verified with hospital records, such as admission history and physical and basic admission information from the current and/or past admissions.

InstructionsAdvise the birth mother to select '*English*' if that is her primary language, otherwise to select '*Other*' and specify her preferred language.

Level of Schooling that Best Describes the Mother's Education at this Time

DescriptionThe highest degree or level of schooling based on U.S. Census standards that the birth mother has completed at the time of this birth.

PurposeEducation is related to health practices, and birth outcome. It is also used as an indicator of socioeconomic status in comparison with childbearing patterns and use of health services.

Does not appear on any certified copy of the child's Certificate of Live Birth, or on the record held in the custody of the local county registrar of vital records that is open for public viewing and inspection according to Iowa law.

SourceSelf-reported by the informant on the '*Birth Mother's Worksheet.*' May or may not be verified with hospital admission or prenatal records.

InstructionsAdvise the birth mother to select the one option that best describes her highest level of schooling completed at the time of this birth.

Edit Verifications

- Only one option may be selected.
- Only those years of schooling that were completed are reportable.
- Schooling options are based on U.S. standards.
- Either the birth mother's education or her date of birth must be corrected if her total years of education are equal to or greater than her calculated age.

The birth mother's date of birth must be re-confirmed if her calculated age indicates that she began school at the age of four or less.

Is Birth Mother of Spanish/Hispanic/Latina Origin?

DescriptionThe Spanish/Hispanic/Latina origin the birth mother identifies herself with based on U.S. Census standards.

PurposeThe data helps provide valuable demographic and health information related to a growing minority population in the United States. The information provides a means to measure differences in fertility and pregnancy outcomes, and to compare variations in childbearing patterns and health services for Hispanic and non-Hispanic origins. The information is also important for population estimates and projections for education and health services.

Does not appear on any certified copy of the child's Certificate of Live Birth, or on the record held in the custody of the local county registrar of vital records that is open for public viewing and inspection according to Iowa law.

SourceSelf-reported by the informant on the '*Birth Mother's Worksheet.*' May or may not be verified with hospital admission or prenatal records.

InstructionsAdvise the birth mother to select '*No*' or '*Yes*' if she is of Spanish/Hispanic/Latina descent. If '*Yes*' is selected, the birth mother must also indicate the one origin that best describes her ancestry.

Edit Verifications

- Either '*No*' or '*Yes*' must be selected.
- Self-reported as the origin or ancestry that the birth mother most identifies with.
- If '*Yes*' is selected, at least one additional answer must also be selected that best describes the birth mother's origin.
- Selections are based on the format of the U.S. Census surveys to facilitate consistent statistical analysis.
- For the purposes of this report, "Spanish/Hispanic/Latina" refers to birth mothers whose origins are from Spain, Mexico, or the Spanish-speaking countries of Central or South America.

- For the purposes of this report, “origin” can be viewed as the ancestry, nationality, lineage, or country in which the person or his or her ancestors were born before their arrival in the United States.
- If ‘*Other*’ is selected, the origin must be specified. Avoid abbreviations.
- This item is not part of the ‘*Race*’ item. A person of Hispanic origin may be of any race.
- There is no set rule as to how many generations are taken into account in determining Hispanic origin. A person may report Hispanic origin based on the country of origin of themselves, a parent, a grandparent, or some far removed blood-linear ancestor.

Race that Birth Mother Considers Herself to Be

DescriptionThe race or races that best describes what the birth mother considers herself to be based on U.S. Census standards.

PurposeThe information is used to study racial variations in childbearing, access to health care, and variations in pregnancy and birth outcome. The information is also critical for population estimates and projections for education and health services, as well as to help plan for and evaluate the effectiveness of health programs.

Does not appear on any certified copy of the child’s Certificate of Live Birth, or on the record held in the custody of the local county registrar of vital records that is open for public viewing and inspection according to Iowa law.

SourceSelf-reported by the informant on the ‘*Birth Mother’s Worksheet.*’ May or may not be verified with hospital admission or prenatal records

Instructions ...Advise the birth mother to select at least one of the “Race” options.

Edit Verifications

- Self-reported as the race or races that the birth mother most identifies with.
- If ‘*American Indian or Alaska Native*’ is selected, the enrolled tribe or principal tribe must also be specified.
- If ‘*Other Asian*’ or ‘*Other Pacific Islander*’ is selected, the national origin(s) or race(s) must also be specified.
- If ‘*Other*’ is selected, the race or races must also be specified.
- More than one race may be indicated if the birth mother considers herself to be of mixed race.
- Selections are based on the format of the U.S. Census surveys to facilitate consistent statistical analysis.

Birth Mother Received WIC food for herself during this pregnancy

DescriptionThe birth mother's participation in the WIC program that provides benefits to low-income pregnant women. 'WIC' is a Department of Agriculture nutrition program for women, infants, and children.

PurposeHelps determine the level of birth mothers who received WIC benefits during their pregnancy. The information also is an indicator of socioeconomic status and helps provide data for the comparison of health services and pregnancy outcomes. Does not appear on any certified copy of the child's Certificate of Live Birth, or on the record held in the custody of the local county registrar of vital records that is open for public viewing and inspection according to Iowa law.

SourceSelf-reported by the informant on the '*Birth Mother's Worksheet.*' May or may not be verified with hospital admission or prenatal records.

InstructionsAdvise the birth mother to select the one option that best describes her participation in the WIC program.

Options

- Yes**
 - ▶ Advise the birth mother to select 'Yes' if she received WIC food for herself during this pregnancy.
- No**
 - ▶ Advise the birth mother to select 'No' if she did not received WIC food for herself during this pregnancy.
- Don't know**
 - ▶ Advise the birth mother to select '*Don't Know*' if she is unsure if she was participating in the WIC program or not.

Number of Cigarettes Mother Smoked Per Day Before and During this Pregnancy

DescriptionThe birth mother's tobacco usage immediately before and during this pregnancy.

Purpose:Smoking status collected by trimester contributes to a higher quality of data. The information helps evaluate smoking cessation programs, as well as the health impact of changes in smoking status at different points in the pregnancy.

Does not appear on any certified copy of the child's Certificate of Live Birth, or on the record held in the custody of the local county registrar of vital records that is open for public viewing and inspection according to Iowa law.

SourceSelf-reported by the informant on the '*Birth Mother's Worksheet.*' May or may not be verified with the birth mother's prenatal records.

InstructionsAdvise the birth mother to indicate her tobacco usage during specific time periods before and during her pregnancy. A response is required for each time period.

- ▶ Advise the birth mother to enter zero (0) in each time period that she never smoked, including if she's never smoked at all.
- ▶ Advise the birth mother to enter the average number of cigarettes smoked per day for each time period, with one pack equaling 20 cigarettes.
- ▶ Advise the birth mother to enter the highest number smoked if she gives a range or an estimate, with one pack equaling 20 cigarettes.
- ▶ If the birth mother refuses to answer this question, it should be so stated on the worksheet.

Birth Mother's Height

DescriptionThe birth mother's height in feet and inches.

PurposeThe birth mother's height and pre-pregnancy weight are used to calculate maternal body mass index (BMI), which gives more value to the birth mother's weight gain information. Maternal BMI alone and in combination with maternal weight gain during pregnancy is associated with pregnancy outcome and maternal morbidity and mortality.

Does not appear on any certified copy of the child's Certificate of Live Birth, or on the record held in the custody of the local county registrar of vital records that is open for public viewing and inspection according to Iowa law.

SourceSelf-reported by the informant on the '*Birth Mother's Worksheet.*' May generally be verified with the birth mother's prenatal records.

Instructions.....Advise the birth mother to indicate her height in both feet and inches.

- ▶ If the birth mother refuses to answer this question, it should be so stated on the worksheet.

Edit Verifications

- The number of feet should be re-confirmed if the birth mother's height in feet is not between 3 and 7.
- The number of inches should be re-confirmed if the birth mother's height for inches is not between 0 and 11.
- If either the number of feet or inches gives a range, the highest value will be entered.
- If the number of inches includes a fraction, the fraction will be truncated (i.e., the fraction will be dropped off rather than rounded up or down).

Birth Mother's Weight Right Before She Became Pregnant with this Child

DescriptionThe birth mother's approximate pre-pregnancy weight in pounds.

PurposeThe birth mother's height and pre-pregnancy weight are used to calculate maternal body mass index (BMI), which gives more value to the birth mother's weight gain information.

Maternal BMI alone and in combination with maternal weight gain during pregnancy is associated with pregnancy outcome and maternal morbidity and mortality.

Does not appear on any certified copy of the child's Certificate of Live Birth, or on the record held in the custody of the local registrar of vital records that is open for public viewing and inspection according to Iowa law.

Source.....Self-reported by the informant on the '*Birth Mother's Worksheet*.' May or may not be verified with the birth mother's prenatal records.

Instructions.....Advise the birth mother to indicate her approximate pre-pregnancy weight in whole pounds.

- ▶ May be an estimate of what the birth mother thinks she weighed at the time she first became pregnant. May also be obtained from prenatal records.
- ▶ If the birth mother refuses to answer this question, it should be so stated on the worksheet.

Edit Verifications

- Only whole numbers will be entered.
- If the weight includes a fraction or number of ounces, the fraction or ounces will be truncated (i.e., dropped off rather than rounded up or down).
- The amount should be re-confirmed if the birth mother's weight is not between 75 and 350 pounds.
- If amount of pre-pregnancy weight gives a range, the highest value will be entered.

BIRTH MOTHER'S MARITAL STATUS

DescriptionThe birth mother's marital status at the time of conception, birth, or any time between. Pertains to the birth mother's marital "status," not when any wedding ceremony may have taken place.

PurposeEither legally establishes the legal spouse as the legal parent on the infant's birth certificate, or legally indicates if the birth mother and the alleged biological father must complete a paternity action to place the father's information on the birth record.

Used to monitor the differences in birth outcomes for married and unmarried women. Provides information on family and social relationships, household composition, and a birth mother's social support. Helps identify the need for additional supportive public health and other services for unmarried women and their children. May also be used for child support enforcement tracking according to Iowa law.

Does not appear on any certified copy of the child's Certificate of Live Birth, or the record held in the custody of the local county registrar of vital records that is open for public viewing and inspection according to Iowa law.

SourceSelf-reported by the informant on the '*Birth Mother's Worksheet*.' Can generally be verified with hospital admission records or prenatal records.

- Birth mother marital status MUST be listed at the time of registration.
 - For any adoption or surrogacy, the new mother will be added by the state vital records office after approved documentation has been submitted.

15a. Has the birth mother ever been married?

An answer is required in every instance. Either 'Yes' or 'No' must be selected.

Yes

- ▶ Advise the birth mother to select 'Yes' if she is now legally married or has been legally married in the past.
- ▶ If 'Yes' is selected, the next question in this item must also be answered.

No

- ▶ Advise the birth mother to select 'No' if she has never has been legally married.
- ▶ If 'No' is selected, the next question in this item is skipped, but the Paternity Affidavit question is answered.
- ▶ If 'No' is selected, the birth mother may establish the biological father on the birth record with a Voluntary Paternity Affidavit. By Iowa law, hospital staff must provide every unmarried new mother a Paternity Affidavit form, the booklet about Paternity Establishment, and oral instructions about paternity establishment and how to complete the form (required by Iowa Code sections 252A.3A(3) and 252A.3A(9a)). The Voluntary Paternity Affidavit applies to biological fathers only – all others must obtain an attorney and petition the court to either establish paternity or adopt.

- ▶ If 'No' is selected, the spouse's information starting with item #16 is not completed. The informant skips to item #22 after answering the Paternity Affidavit question.

15b. If 'Yes': Was the mother legally married when she conceived this baby, when this baby was born, or any time between conception and giving birth?

If the mother answered 'Yes' to the first question in this item, then either 'Yes' or 'No' must be selected for this question.

Yes (*Skips the remainder of this item and goes directly to item #16.*)

- ▶ Advise the birth mother to select 'Yes' if she is currently legally married at the time of this delivery, was legally married at the time of conception, or was legally married at any time during this pregnancy.
 - This option applies only to same-sex female couples if they are legally married.
- ▶ Advise the birth mother to select 'Yes' if she considers herself legally separated or a divorce is pending. She is still legally married until the divorce decree has been granted by a court of competent jurisdiction and filed with the Clerk of District Court.
- ▶ If 'Yes' is selected, the next question about the Paternity Affidavit should not be answered.
- ▶ If 'Yes' is selected, the information about the legal spouse must be provided.
 - The birth mother may be given a Voluntary Paternity Affidavit form, the booklet about Paternity Establishment, and oral instructions about paternity establishment and how to complete the form (*required by Iowa Code sections 252A.3A.(3) and 252A.3A.(9a)*). Although the birth mother may complete a Voluntary Paternity Affidavit with the alleged biological father, it must be accompanied by a legally granted court order that clearly states that her legal husband is not the father of this specific child (often accomplished through the divorce decree).

No

- ▶ Advise the birth mother to select 'No' if she is not currently legally married at the time of this delivery, was not legally married at the time of conception, or was not legally married at any time during this pregnancy. Refers to marital "status," not when the wedding ceremony took place.
- ▶ If 'No' is selected, the birth mother must be given a Voluntary Paternity Affidavit form, the booklet about Paternity Establishment, and oral instructions about paternity establishment and how to complete the form (*required by Iowa Code sections 252A.3A.(3) and 252A.3A.(9a)*).
- ▶ If 'No' is selected, the informant must also answer the next question in this item about the Paternity Affidavit, but skip all the questions about the father.
- ▶ Per Iowa law, a satisfactory paternity action must be filed with the Iowa Department of Public Health and only that office may add the biological father's information to the birth record (*ch. 144.13*). All others must file a court order to establish the second parent.

15c. If the mother is not married to the father, has a Paternity Affidavit been completed?

If the mother answered 'No' to either of the previous questions about her marital status, then either 'Yes' or 'No' must be selected for this question.

Yes

- ▶ Advise the birth mother to select 'Yes' if she and the alleged biological father wish to complete and notarize a Voluntary Paternity Affidavit.
- ▶ Ensure that the birth mother has read the statements on the 'Birth Mother's Worksheet' concerning a Voluntary Paternity Affidavit.
- ▶ If 'Yes' is selected, the birth mother must be given a Paternity Affidavit form, the booklet about Paternity Establishment, and oral instructions about paternity establishment and how to complete the form (*required by Iowa Code sections 252A.3A.(3) and 252A.3A.(9a)*).
- ▶ Per Iowa Code section 252A.3A.(9b), the hospital must submit the completed Voluntary Paternity Affidavit to the state vital records office, Iowa Department of Public Health.

No

- ▶ Advise the birth mother to select 'No' if she does not wish to complete a Voluntary Paternity Affidavit with alleged biological father at this time. The Affidavit is a "mutual, voluntary" legal action, with both the birth mother and the alleged biological father agreeing and attesting that he is the biological father.
- ▶ If 'No' is selected, continue to ensure that the birth mother has read the statements on the 'Birth Mother's Worksheet' concerning a Voluntary Paternity Affidavit.
- ▶ If 'No' is selected, the birth mother must still be given a Voluntary Paternity Affidavit form, the booklet about Paternity Establishment, and oral instructions about paternity establishment and how to complete the form (*required by Iowa Code sections 252A.3A.(3) and 252A.3A.(9a)*).
- ▶ When the parents leave the hospital without completing the entire Voluntary Paternity Affidavit, it becomes their responsibility to locate a Notary Public and to submit the affidavit to the Iowa Department of Public Health.
- ▶ There is no time limit or deadline for completing a Voluntary Paternity Affidavit.
- ▶ To replace the child's certified copy of the Certificate of Live Birth with a copy showing the father's information, the birth mother must follow the normal application process except there is no fee. However, any previously-issued incorrect certified copy must be relinquished and accompany the application.

BIRTH MOTHER'S INFORMATION, PART 2

This section includes additional information about the birth mother:

Mother's Full Name as it Appears on her Legal Birth Certificate or Used Before any Marriage

DescriptionThe birth mother's legal name prior to any marriage – for example, her full “birth” name as it appears on her legal birth certificate (including after adoption) or legal change of name at the time of this birth when reflected on her birth certificate, except as acquired through marriage. Also known as “maiden” name.

PurposeHelps ensure the integrity of the birth certificate by identifying and documenting legal evidence of maternal parentage as required by Iowa law. The birth mother's name given at birth (except in cases of adoption) is important because it remains constant throughout her life, in contrast to other names that may change due to marriage or divorce. The information is necessary for indexing birth records and issuing certified copies. Of value to the child and the parents to trace family histories.

Appears on any certified copy of the child's Certificate of Live Birth, and on the record held in the custody of the local county registrar of vital records that is open for public viewing and inspection according to Iowa law.

SourceSelf-reported by the informant on the *'Birth Mother's Worksheet.'* May or may not be verified with hospital admission records.

- Birth mother **MUST** be listed at the time of registration.
 - For any adoption or surrogacy, the new mother will be added by the state vital records office after approved documentation has been submitted.

Mother's FIRST given name:

- ▶ Required to be provided on the birth worksheet.
- ▶ May or may not be different than her current legal first given name.
- ▶ The first given name that appears on her own legal birth certificate (including after adoption) or after a legal name change as reflected on her birth certificate, excluding any name change acquired through marriage.
- ▶ Must be legibly printed in upper and lowercase letters, with sufficient spacing between multiple names.
- ▶ Excludes nicknames, abbreviations, or any name enclosed by quotation marks or parentheses.
- ▶ After the record has been registered, may not be changed without proof of an obvious typographical error or a court-ordered amendment (the latter of which incurs attorney, court and processing fees).

Mother's MIDDLE given name, if any:

- ▶ Same as for first given name, except not legally required at any time during a person's lifetime.

Mother's LAST name (family surname):

- ▶ Required to be present on the birth worksheet.
- ▶ Multiple-word surnames may choose to use a hyphen to group the components of the name. This is for clarification purposes on the legal document only and does not prohibit the family from writing the surname without a hyphen in daily life.
- ▶ May or may not be different from her current legal last name.
- ▶ The last name, or family surname, that appears on her own legal birth certificate, including after adoption or after a legal name reflected on her birth certificate.
- ▶ Excludes any name change acquired through marriage – in other words, NOT her married surname.
- ▶ Excludes nicknames, abbreviations, or any name enclosed by quotation marks or parentheses.
- ▶ Must be legibly printed in upper and lowercase letters. Hospital staff should review for legibility and completeness.
- ▶ After the record has been registered, may not be changed without proof of an obvious typographical error or a court-ordered amendment (the latter of which incurs attorney, court and processing fees).

Mother's GENERATIONAL suffix, if any:

- ▶ Not required to be present on the birth worksheet.
- ▶ May or may not be different from her current legal generational suffix.
- ▶ Standard generational title that traditionally appears after the surname and distinguishes a child from his or her parent of the same name and vice versa.
- ▶ The generational suffix as it appears on her legal birth certificate, including after adoption or legal name change reflected on her birth certificate, excluding any suffix acquired through marriage.
- ▶ May change through the generations as the parent ages.
- ▶ Valid generational suffixes, or titles, include:
 - Jr. and Sr.
 - Roman numerals I, II, III, IV, etc.
- ▶ Excludes:
 - Professional or educational titles (e.g., Dr., Rev., etc.).
 - Courtesy titles (e.g., Mr., Mrs., Ms.).
 - A repetition or initial of the surname or first/middle given name.
 - A nickname.

- ▶ Restrictions on the number of character spaces in most electronic systems, including Social Security.

MOTHER'S SOCIAL SECURITY NUMBER

DescriptionBirth mother's social security number as assigned by the Social Security Administration.

PurposeFederal Law, 42 USC 405(c) of the Social Security Act requires that parents provide information about their social security numbers. The numbers are made available to the Internal Revenue Service (IRS). The law authorizes the (IRS) to use the numbers for determining Earned Income Tax Credit on income tax returns, but the agency cannot share the information with any other agency, including the Immigration and Naturalization Service.

Iowa Code section 144.13(4b) mandates that the Iowa Department of Public Health make the parents' social security numbers available to the child support recovery unit of the Iowa Department of Human Services.

Social security numbers are confidential and do not appear on any certified copy of the child's Certificate of Live Birth, or on the record held in the custody of the local county registrar of vital records that is open for public viewing and inspection according to Iowa law.

SourceSelf-reported by the informant on the '*Birth Mother's Worksheet*.' May or may not be verified with hospital admission or prenatal records.

InstructionsAdvise the birth mother to provide her 9-digit social security number assigned by the U.S. Social Security Administration.

- ▶ If the birth mother does not have a valid assigned social security number, the response should be "*None*."
- ▶ Do not leave the item blank.

Spouse's Information

MUST BE Provided if the Mother IS/WAS Legally Married at the Time of Conception, Birth, or Any Time Between.

Purpose.....Helps ensure integrity of the legal birth certificate by identifying and documenting evidence of the second legal parent of the individual named on the birth record. Limited items appear on any certified copy of the Certificate of Live Birth, and on the record held in the custody of the local county registrar of vital records that is open for public viewing and inspection according to Iowa law.

Source.....Self-reported by the informant on the *'Birth Mother's Worksheet.'* May or may not be verified with hospital admission records.

- Legal Spouse of birth mother **MUST** be listed at the time of registration.
 - For any adoption or surrogacy, the new parent will be added by the state vital records office after approved documentation has been submitted.

Instructions.....Verify with the parent any unusual spellings, illegible entries, or blanks.

Spouse's Preferred Parentage Title

DescriptionThe parentage title that the legal spouse prefers.

Purpose.....Appears on the legal portion of the child's birth certificate.

Instructions.....Advise the informant to select the one option that best describes the preferred title.

Options

- Father
 - ▶ *"Father"* defaults as the parentage title for the spouse.
- Mother
- Parent

Spouse's Current Legal Name

DescriptionThe full legal name the spouse currently goes by.

Purpose.....Helps ensure integrity of the legal birth certificate by identifying and documenting legal evidence of paternal parentage as required by Iowa law. Appears on any certified copy of the child's Certificate of Live Birth, and on the record held in the custody of the local county registrar of vital records that is open for public viewing and inspection according to Iowa law.

Source.....Self-reported by the informant on the *'Birth Mother's Worksheet.'* Generally can be verified with hospital records.

Spouse's current legal FIRST given name:

- ▶ Required to be provided on the birth worksheet.
- ▶ May or may not be different from the first given name as it appears on the legal birth certificate if acquired through marriage.
- ▶ The first given name used legally by the spouse at the time of this birth.
- ▶ The same as the first name on their current, valid government-issued photo identification.
- ▶ Must be legibly printed in upper and lowercase letters, with sufficient spacing between multiple names. Review for legibility.
- ▶ Excludes nicknames, abbreviations, or any name enclosed by quotation marks or parentheses.
- ▶ After the record has been registered, may not be changed without proof of an obvious typographical error or a court-ordered amendment.

Spouse's current legal MIDDLE given name, if any:

- ▶ Same as for first given name, except not legally required at any time during a person's lifetime.

Spouse's current legal LAST name (family surname):

- ▶ Required to be present on the birth worksheet.
- ▶ Multiple-word surnames must use a hyphen to group the components of the name. This is for clarification purposes on the legal document only and does not prohibit the family from writing the surname without a hyphen in daily life.
- ▶ May or may not be different from the last name as it appears on their legal birth certificate if acquired through marriage or the courts.
- ▶ The last name, or family surname, used legally by the spouse at the time of this birth.
- ▶ Excludes nicknames, abbreviations, or any name enclosed by quotation marks or parentheses.
- ▶ Must be legibly printed in upper and lowercase letters. Review for legibility.
- ▶ After the record has been registered, may not be changed without proof of an obvious typographical error or a court-ordered amendment (the latter of which incurs attorney, court and processing fees).

Spouse's current legal GENERATIONAL suffix, if any:

- ▶ May or may not be different any generational suffix on their legal birth certificate.
- ▶ Standard generational title that traditionally appears after the surname and distinguishes a child from his or her parent of the same name and vice versa.
- ▶ The generational suffix used legally by the spouse at the time of this birth except if it has just been acquired as a result of the birth and naming of this child.
- ▶ May change through the generations as the parent ages.

- ▶ Valid generational suffixes, or titles, include:
 - Jr. and Sr.
 - Roman numerals I, II, III, IV, etc.
- ▶ Excludes:
 - Professional or educational titles (e.g., Dr., Rev., etc.).
 - Courtesy titles (e.g., Mr., Mrs., Ms.).
 - A repetition or initial of the surname or first/middle given name.
 - A nickname.
- ▶ Restrictions on the number of character spaces in most electronic systems, including Social Security.

Spouse's Name on Legal Birth Certificate or Used Before any Marriage

DescriptionThe spouse's legal name prior to any marriage – for example, the full “birth” name as it appears on their legal birth certificate (including after adoption) or legal change of name at the time of this birth when reflected on their birth certificate, except as acquired through marriage. Also known as “maiden” name.

PurposeHelps ensure the integrity of the birth certificate by identifying and documenting legal evidence of parentage as required by Iowa law. The parent's name given at birth (except in cases of adoption) is important because it remains constant throughout life, in contrast to other names that may change due to marriage or divorce. The information is necessary for indexing birth records and issuing certified copies. Of value to the child and the parents to trace family histories.

Appears on any certified copy of the child's Certificate of Live Birth, and on the record held in the custody of the local county registrar of vital records that is open for public viewing and inspection according to Iowa law.

SourceSelf-reported by the informant on the '*Birth Mother's Worksheet*.' May or may not be verified with hospital admission records.

Spouse's FIRST given name:

- ▶ Required to be provided on the birth worksheet.
- ▶ May or may not be different from their current legal first given name.
- ▶ The first given name that appears on their own legal birth certificate (including after adoption) or after a legal name change as reflected on their birth certificate, excluding any name change acquired through marriage.
- ▶ Must be legibly printed in upper and lowercase letters, with sufficient spacing between multiple names. Review for legibility.
- ▶ Excludes nicknames, abbreviations, or any name enclosed by quotation marks or parentheses.
- ▶ After the record has been registered, may not be changed without proof of an obvious typographical error or a court-ordered amendment (the latter of which incurs attorney, court and processing fees).

Spouse's MIDDLE given name, if any:

- ▶ Same as for first given name, except not legally required at any time during a person's lifetime.

Spouse's LAST name (family surname):

- ▶ Required to be present on the birth worksheet.
- ▶ Multiple-word surnames may choose to use a hyphen to group the components of the name. This is for clarification purposes on the legal document only and does not prohibit the family from writing the surname without a hyphen in daily life.
- ▶ May or may not be different than their current legal last name.
- ▶ The last name, or family surname, that appears on their own legal birth certificate, including after adoption or after a legal name reflected on their birth certificate.
- ▶ Excludes any name change acquired through marriage – in other words, NOT their married surname.
- ▶ Excludes nicknames, abbreviations, or any name enclosed by quotation marks or parentheses.
- ▶ Must be legibly printed in upper and lowercase letters. Hospital staff should review for legibility and completeness.
- ▶ After the record has been registered, may not be changed without proof of an obvious typographical error or a court-ordered amendment (the latter of which incurs attorney, court and processing fees).

Spouse's GENERATIONAL suffix, if any:

- ▶ Not required to be present on the birth worksheet.
- ▶ May or may not be different than their current legal generational suffix.
- ▶ Standard generational title that traditionally appears after the surname and distinguishes a child from his or her parent of the same name and vice versa.
- ▶ The generational suffix as it appears on their legal birth certificate, including after adoption or legal name change reflected on their birth certificate, excluding any suffix acquired through marriage.
- ▶ May change through the generations as the parent ages.
- ▶ Valid generational suffixes, or titles, include:
 - Jr. and Sr.
 - Roman numerals I, II, III, IV, etc.
- ▶ Excludes:
 - Professional or educational titles (e.g., Dr., Rev., etc.).
 - Courtesy titles (e.g., Mr., Mrs., Ms.).
 - A repetition or initial of the surname or first/middle given name.
 - A nickname.

- ▶ Restrictions on the number of character spaces in most electronic systems, including Social Security.

Spouse's Place of Birth

DescriptionThe geographic location of the spouse's place of birth.

PurposeProvides essential information on the fertility and growth of immigrant populations. In conjunction with Census population data, is also used in compare childbearing patterns.

Helps ensure integrity of the legal birth certificate by identifying and documenting legal evidence of paternal parentage as required by Iowa law. Of value to the child and the parents to trace family history. Appears on any long-form certified copy of the child's Certificate of Live Birth, and on the record held in the custody of the local county registrar of vital records that is open for public viewing and inspection according to Iowa law.

SourceSelf-reported by the informant on the *'Birth Mother's Worksheet'* if the birth mother is legally married to the second parent. May or may not be verified from hospital records.

InstructionsAdvise the birth mother to select the one option that best describes where her spouse was born.

Country

- U.S. State or Territory
 - ▶ Also specify the name of the State or U.S. Territory. Advise the parent to spell out the country to avoid misinterpretation by data-entry (in other words – avoid abbreviations).
- Canada
 - ▶ Also specify the name of the Province. Advise the parent to spell out the country to avoid misinterpretation by data-entry (in other words – avoid abbreviations).
- Foreign country other than Canada
 - ▶ Also specify the name of the foreign country. Advise the parent to spell out the country to avoid misinterpretation by data-entry (in other words – avoid abbreviations).

Spouse's Date of Birth

DescriptionThe exact month, day, and year that the birth mother's spouse was born.

PurposeUsed to calculate the age of the second parent, one of the most important factors in the study of childbearing patterns and population change.

Helps ensure the integrity of the birth certificate by identifying and documenting legal evidence of paternal parentage. Of value to the child and the parents to trace family history. Appears on any long-form certified copy of the child's Certificate of Live Birth, and on the record held in the custody of the local county registrar of vital records that is open for public viewing and inspection according to Iowa law.

SourceSelf-reported by the informant on the *'Birth Mother's Worksheet.'* May or may not be verified with hospital records

InstructionsAdvise the birth mother to write her spouse's date of birth, starting with the month.

Edit Verifications

- If the month and day is February 29th, the year must be a leap year.
- The spouse's age is calculated using his or her complete date of birth and the infant's date of birth.
- The spouse's date of birth should be re-confirmed if his or her calculated age falls outside the acceptable limits of age 8 and age 65.
- The spouse's year of birth may not be the same as the infant's or a future year.
- The spouse's date of birth should be re-confirmed if his or her calculated age indicates that he or she began school at the age of four or less.

Spouse's Social Security Number

DescriptionLegal spouse's social security number as assigned by the Social Security Administration.

PurposeFederal Law, 42 USC 405(c) of the Social Security Act requires that parents provide information about their social security numbers. The numbers are made available to the Internal Revenue Service (IRS). The law authorizes the (IRS) to use the numbers for determining Earned Income Tax Credit on income tax returns, but the agency cannot share the information with any other agency, including the Immigration and Naturalization Service.

Iowa law, 144.13(4b) mandates that the Iowa Department of Public Health make the parents' social security numbers available to the child support recovery unit of the Iowa Department of Human Services.

Social security numbers are confidential and do not appear on any certified copy of the child's Certificate of Live Birth, or on the record held in the custody of the local county registrar of vital records that is open for public viewing and inspection according to Iowa law.

SourceSelf-reported by the informant on the *'Birth Mother's Worksheet.'* May or may not be verified with hospital admission or prenatal records.

InstructionsAdvise the birth mother to provide her spouse's 9-digit social security number assigned by the U.S. Social Security Administration.

- ▶ If the birth mother's legal spouse does not have a valid assigned social security number, the response should be "None."
- ▶ Do not leave the item blank.

Level of Schooling that Best Describes the Spouse's Education at this Time

DescriptionThe highest degree or level of schooling based on U.S. Census standards the legal spouse has completed at the time of this birth.

PurposeEducation is related to health practices, and birth outcome. It is also used as an indicator of socioeconomic status in comparison with childbearing patterns and use of health services.

Does not appear on any certified copy of the child's Certificate of Live Birth, or on the record held in the custody of the local county registrar of vital records that is open for public viewing and inspection according to Iowa law.

SourceSelf-reported by the informant on the '*Birth Mother's Worksheet.*' May or may not be verified with hospital admission or prenatal records.

Instructions ...Advise the birth mother to select the one option that best describes her spouse's highest level of schooling completed at the time of this birth.

Edit Verifications

- Only one option may be selected.
- Only those years of schooling that were completed are reportable.
- Schooling options are based on U.S. standards.
- Either the legal spouse's education or his or her date of birth must be corrected if his or her total years of education are equal to or greater than his or her calculated age.
- The legal spouse's date of birth must be re-confirmed if his or her calculated age indicates that he or she began school at the age of four or less.

Is the Spouse Spanish/Hispanic/Latino Origin?

DescriptionThe Spanish/Hispanic/Latino origin the legal spouse identifies himself or herself with based on U.S. Census standards.

PurposeThe data helps provide valuable demographic and health information related to a growing minority population in the United States. The information provides a means to measure differences in fertility and pregnancy outcomes, and to compare variations in childbearing patterns and health services for Hispanic and non-Hispanic origins. The information is also important for population estimates and projections for education and health services.

Does not appear on any certified copy of the child's Certificate of Live Birth, or on the record held in the custody of the local county registrar of vital records that is open for public viewing and inspection according to Iowa law.

SourceSelf-reported by the informant on the '*Birth Mother's Worksheet.*' May or may not be verified with hospital admission or prenatal records.

Instructions.....Advise the birth mother to select ‘No’ or ‘Yes’ if her spouse is of Spanish/Hispanic/Latino descent. If ‘Yes’ is selected, the birth mother must also indicate the one origin that best describes the legal spouse’s ancestry.

Edit Verifications

- Either ‘No’ or ‘Yes’ must be selected.
- Self-reported as the origin or ancestry that the legal spouse most identifies with.
- If ‘Yes’ is selected, at least one additional option must also be selected that best describes the legal spouse’s origin.
- Selections are based on the format of the U.S. Census surveys to facilitate consistent statistical analysis.
- For the purposes of this report, “Spanish/Hispanic/Latino” refers to legal spouses whose origins are from Spain, Mexico, or the Spanish-speaking countries of Central or South America.
- For the purposes of this report, “origin” can be viewed as the ancestry, nationality, lineage, or country in which the person or his or her ancestors were born before their arrival in the United States.
- If ‘Other’ is selected, the origin must be specified.
- This item is not part of the ‘Race’ item. A person of Hispanic origin may be of any race.
- There is no set rule as to how many generations are taken into account in determining Hispanic origin. A person may report Hispanic origin based on the country of origin of themselves, a parent, grandparent, or some far removed ancestor.

Race that Spouse Considers Himself or Herself to Be

DescriptionThe race or races that best describes what the legal spouse considers himself or herself to be based on U.S. Census standards.

PurposeThe information is used to study racial variations in childbearing, access to health care, and variations in pregnancy and birth outcome. The information is also critical for population estimates and projections for education and health services, as well as to help plan for and evaluate the effectiveness of health programs.

Does not appear on any certified copy of the child’s Certificate of Live Birth, or on the record held in the custody of the local county registrar of vital records that is open for public viewing and inspection according to Iowa law.

SourceSelf-reported by the informant on the ‘Birth Mother’s Worksheet.’ May or may not be verified with hospital admission or prenatal records.

Instructions.....Advise the birth mother to select at least one of the “Race” options.

Edit Verifications

- Self-reported as the race or races that the legal spouse most identifies with.

- If *'American Indian or Alaska Native'* is selected, the enrolled tribe or principal tribe must be specified.
- If *'Other Asian'* or *'Other Pacific Islander'* is selected, the national origin(s) or race(s) must be specified.
- If *'Other'* is selected, the race or races must be specified.
- More than one race may be indicated for those who consider themselves to be of mixed race.
- Selections are based on the format of the U.S. Census surveys to facilitate consistent statistical analysis.

Spouse's Primary or Preferred Language

DescriptionThe primary or preferred language the legal spouse uses to communicate.

PurposeHelps provide information to determine health service needs for English and non-English speaking groups. Currently collecting literal descriptions of non-English languages in order to determine the languages most often used statewide.

SourceSelf-reported by the informant on the *'Birth Mother's Worksheet.'* May or may not be verified with hospital records, such as admission history and physical and basic admission information from the current and/or past admissions.

InstructionsAdvise the birth mother to select *'English'* if that is her spouse's primary language, otherwise to select *'Other'* and specify his or her preferred language.

INFORMANT'S INFORMATION

This section also includes:

26. Adoption Pending

27. Does the Mother want a Social Security Number Issued for this Baby?

Informant's Section

DescriptionInformation and signature of the individual who is affirming that the information provided on the '*Birth Mother's Worksheet*' is true and accurate. Accuracy is important because the document known as the Certificate of Live Birth will be used legally by the child throughout their lifetime.

PurposeHelps provide evidence that the informant has legally verified identifying information for the infant and the parents in order to establish the infant's legal Certificate of Live Birth.

SourceSelf-reported by the informant on the '*Birth Mother's Worksheet*.'

InstructionsAdvise the informant that by completing this section, they are affirming to the child's legal name and to the parents' information. All items on the worksheet must have been completed. If any cross-outs are made, the informant must start over on a new worksheet. Initialing a change is not acceptable.

NOTE: Except for typographical clerical errors, it may take a court order to change any of the information provided by the parent on this worksheet.

Special Instructions

- The order of preference for informants according to national standards is:
 1. The birth mother, then
 2. The legal spouse, only if the birth mother is unable to complete the form herself.
- An alleged biological father or a domestic partner who is not married to the birth mother cannot act as the informant.
- No law exists that requires both legal parents to be joint informants. The birth registration system, in fact, does not accommodate entry for joint informants (i.e., only one informant may be entered).
- By signing, the informant is legally affirming that the information is accurate and true to the best of his or her knowledge and belief.
- The information on the '*Birth Mother's Worksheet*' is considered self-reported; therefore, the burden of responsibility for its accuracy is on the informant.

- The Certificate of Live Birth is a “legal” document; therefore, the process for its establishment falls under penalty law pursuant to Iowa Code chapter 144, sections:
 1. 144.52 (1) makes it a serious misdemeanor if any person “willfully and knowingly makes any false statement in a report, record, or certificate required to be filed under this chapter, or in an application for an amendment thereof, or willfully and knowingly supplies false information intending that such information be used in the preparation of any such report, record, or certificate, or amendment thereof.”
 2. 144.53 (2) makes it a simple misdemeanor if any person “refuses to provide information required by this chapter.”

Baby is being Given up for Adoption

DescriptionNotification that the birth mother has signed papers to release custody of the infant, such as adoption or other action that would terminate her parental rights.

PurposeFlags the birth record upon registration to ensure that proper procedures are followed and follow-up is accomplished.

According to Iowa law, any original record at the county level is sealed from viewing and issuance after an adoption has been legally granted and the proper documentation filed with the Iowa Department of Public Health, Bureau of Vital Records. In addition, the original record is sealed at the state level; however, certified copies of the legal record after the adoption are available for issuance.

SourceSelf-reported by the informant on the ‘*Birth Mother’s Worksheet.*’ May or may not be verified with hospital records.

InstructionsAdvise the birth mother to select ‘*No*’ or ‘*Yes*’ regarding her intention to release custody of this infant with the intent to put the baby up for adoption.

Options

- No
 - ▶ The birth mother does not intend to release custody of this infant for adoption.
- Yes
 - ▶ Includes any situation in which the woman who gave birth is, or will be, releasing custody of the infant due to a pending adoption, either open or closed – such as surrogate/gestational carrier births, Department of Human Services, adoption agency, adopting family, Safe Haven, or family member other than the legal spouse who may be adopting the baby.
 - ▶ The birth registration fee is to be waived and no fee is collected for a certified copy.
 - ▶ Entitled applicants may request certified copies of the Certificate of Live Birth from the state vital records office following the normal application process.

- ▶ The response for the Social Security number should be ‘No’ (*see item #27*). The individual or agency taking custody of the infant must make application with the U.S. Social Security Administration on behalf of the child independently rather than go through the automatic enumeration program through the birth registration.

Does the mother want a Social Security Number issued for this baby?

DescriptionAuthorization from the informant to provide the U.S. Social Security Administration (SSA) the information from the birth record as needed to assign and issue a social security number to the child. The social security card will be sent directly from the SSA to the birth mother at her mailing address as provided on the ‘*Birth Mother’s Worksheet.*’ The birth record must be registered promptly to qualify.

PurposeFlags the birth record upon registration to transmit application information to the U.S. Social Security Administration office. The SSA then assigns the child a social security number and mails it directly to the birth mother at the mailing address provided with the birth registration. Social security numbers are required for such things as income taxes and deductions, insurance, public assistance programs, savings accounts, medical care, and so forth.

The information is forwarded only to the SSA, as permitted by law. It does not appear on any certified copy of the child’s Certificate of Live Birth, or on the record held in the custody of the local county registrar of vital records that is open for public viewing and inspection according to Iowa law.

SourceSelf-reported by the informant on the ‘*Birth Mother’s Worksheet.*’

InstructionsAdvise the birth mother to select ‘Yes’ or ‘No’ to authorize issuance of the infant’s social security number through the birth registration process.

Options

Yes

- ▶ Advise the birth mother to select ‘Yes’ to authorize the Iowa Department of Public Health to provide the U.S. Social Security Administration with the necessary birth record information to assign and issue the child a social security number.
- ▶ If ‘Yes,’ the infant’s social security card will be mailed directly to the birth mother at her mailing address as provided on the ‘*Birth Mother’s Worksheet*’ within 4-6 weeks after registration.
- ▶ Social security cards are prohibited from being forwarded by the U.S. Postal Service if the parent moves in the interim – which is why it is important that an accurate, deliverable mailing address is provided if they plan to move.
- ▶ The social security application record is information from the original birth registration. There is no need for the parents to make further application with the Social Security Administration.
- ▶ There is no fee to obtain a social security number.
- ▶ Application for the infant’s social security number at birth is voluntary.

- ▶ Parents are responsible for making any corrections or changes to the child’s social security record directly through their nearest SSA field office – which is why it is important that the information provided on the *‘Birth Mother’s Worksheet’* is entered accurately into the electronic birth registration system. Parents may be asked to show evidence of ‘how’ and ‘why’ the birth certificate was corrected or changed.
- ▶ Parents are responsible for obtaining any duplicate copies of their child’s social security card directly through their nearest SSA field office.
- ▶ Application for the infant’s social security number through the birth registration system must be made within two (2) months of the birth to assure the SSA will accept the application in this manner.
- ▶ With rare exceptions, every child born in the United States is eligible for a social security number even if the parents do not have a number and regardless of the parents’ immigration status.
- ▶ Parents may call the state vital records birth registration program if they do not receive their child’s social security card within six weeks after the birth has been registered. However, staff will only be able to tell them the approximate date that they should have received the card.

No

- ▶ Advise the birth mother to select ‘No’ if she does not want a social security number assigned to the infant through the birth registration process.
- ▶ If ‘No’ is selected, the parent(s) must apply directly with the SSA. There is no fee; however, the parent(s) must:
 - Obtain and complete an SS-5 application through their nearest SSA field office and provide all the parental information they have just provided on the *‘Birth Mother’s Worksheet.’*
 - Show a certified copy of the child’s Certificate of Live Birth.
 - Show additional documentation of the child’s continued existence (*call an SSA field office for more information*).
 - Provide satisfactory proof of parental identity.
- ▶ Advise the birth mother to select ‘No’ if she is releasing physical custody of the infant.

Informant’s Relationship to the Baby’s Mother

DescriptionInformation about the individual who is attesting to the information provided on the *‘Birth Mother’s Worksheet’* for the infant’s Certificate of Live Birth.

PurposeProvides evidence the informant has legally verified the accuracy of the information furnished to establish the infant’s Certificate of Live Birth.

SourceSelf-reported by the informant on the *‘Birth Mother’s Worksheet.’*

ItemInformant’s relationship to the baby’s mother

- Self (*Mother of this baby*)
 - ▶ Advise the birth mother to select ‘Self’ if she is the informant.
- Legal spouse

The following options are NOT available on the birth worksheet, but are available in the electronic birth registration system for those instances when neither the birth mother nor her legal spouse completed the worksheet.

- Hospital employee**
 - ▶ Select '*Hospital employee*' in the event no other informant is available and a hospital employee has completed the '*Birth Mother's Worksheet*.' Contact the state Birth Registration program for instructions if this situation arises.

- Other (Specify)**
 - ▶ Select '*Other*' in the event no other informant is available and another credible source has completed the '*Birth Mother's Worksheet*' (e.g., infant's maternal grandmother).
 - ▶ Also specify the relationship of the informant to the infant's birth mother.

Informant's Current Legal Name

DescriptionInformation about the individual who is attesting to the information provided on the '*Birth Mother's Worksheet*' for the infant's Certificate of Live Birth.

PurposeProvides evidence the informant has legally verified the accuracy of the information furnished to establish the infant's Certificate of Live Birth.

SourceSelf-reported by the informant on the '*Birth Mother's Worksheet*.'

ItemInformant's current legal name

- Same as birth mother's**
 - ▶ Advise the informant to select '*Same as birth mother's*' if the informant is the birth mother.
 - ▶ If '*Same as birth mother's*' is selected, the birth mother does not need to write out her name again and will proceed to item #30.

Informant's current legal FIRST given name:

- ▶ Required to be provided on the birth worksheet.
- ▶ May or may not be different than the first given name as it appears on their legal birth certificate if they have acquired a legal change of name through marriage or the courts.
- ▶ The first given name used legally by the informant at the time of this birth.
- ▶ The same as the first name on their current, valid government-issued photo identification.
- ▶ Must be legibly printed in upper and lowercase letters, with sufficient spacing between multiple names.
- ▶ Excludes nicknames, abbreviations, or any name enclosed by quotation marks or parentheses.

Informant's current legal MIDDLE given name, if any:

- ▶ Same as for first given name, except not legally required at any time during a person's lifetime.

Informant’s current legal LAST name (family surname):

- ▶ Required to be present on the birth worksheet.
- ▶ Multiple-word surnames may use a hyphen to group the components of the name. This is for clarification purposes on the legal document only and does not prohibit the family from writing the surname without a hyphen in daily life.
- ▶ May or may not be different than the last name as it appears on their legal birth certificate if they have acquired a legal change of name through marriage or the courts.
- ▶ The last name, or family surname, used legally by the informant at the time of this birth.
- ▶ Excludes nicknames, abbreviations, or any name enclosed by quotation marks or parentheses.
- ▶ Must be legibly printed in upper and lowercase letters.

Informant’s current legal GENERATIONAL suffix, if any:

- ▶ Not required to be present on the birth worksheet.
- ▶ May or may not be different than the suffix as it appears on their legal birth certificate.
- ▶ Standard generational title that traditionally appears after the surname and distinguishes a child from his or her parent of the same name and vice versa.
- ▶ The generational suffix used legally by the informant at the time of this birth except if it has just been acquired as a result of the birth and naming of this child.
- ▶ May change through the generations as an adult ages.
- ▶ Valid generational suffixes, or titles, includes:
 - Jr. and Sr.
 - Roman numerals I, II, III, IV, etc.
- ▶ Excludes:
 - Professional or educational titles (e.g., Dr., Rev., etc.).
 - Courtesy titles (e.g., Mr., Mrs., Ms.).
 - A repetition or initial of the surname or first/middle given name.
 - A nickname.

Informant’s Address

DescriptionInformation about the individual who is attesting to the information provided on the ‘*Birth Mother’s Worksheet*’ for the infant’s Certificate of Live Birth.

PurposeProvides evidence the informant has legally verified the accuracy of the information furnished to establish the infant’s Certificate of Live Birth.

SourceSelf-reported by the informant on the ‘*Birth Mother’s Worksheet.*’

ItemInformant’s address
 Same as birth mother’s

- ▶ Advise the informant to select ‘*Same as birth mother’s*’ if the informant’s mailing address is the same as the birth mother’s.
- ▶ If ‘*Same as birth mother’s*’ is selected, the informant does not need to write out the address and may proceed to item #31.

If not the same as the birth mother’s mailing address, advise the informant to complete the following:

Complete number and street, or P.O. Box

- ▶ Advise the informant to provide the complete number and street, including any apartment, unit, suite, or lot number of their mailing address. Write their post office box number if that is where their mail is delivered.

Country

- ▶ Advise the informant to select the one option that best describes the ‘*Country*’ where their mail is delivered.
 - U.S. State or Territory
 - Canada
 - Foreign country other than Canada
 - ▶ Also specify the name of the foreign country. Advise the parent to spell out the country to avoid misinterpretation by data-entry (in other words – avoid abbreviations).

State, U.S. Territory, or Canadian Province

- ▶ Advise the informant to write the ‘*State, U.S. Territory, or Canadian Province*’ where their mail is delivered. (F.Y.I.—Only the abbreviation of the U.S. Territory or Canadian Province will be entered in the electronic birth registration system.)
 - The United States includes the 50 states and the District of Columbia (DC). Advise the parent to spell out the state to avoid misinterpretation by data-entry (in other words – avoid abbreviations).

City

- ▶ Advise the informant to write the city where their mail is delivered.

Zip Code

- ▶ Advise the informant to write their mailing ‘*Zip Code.*’ Known as “*Postal Code*” in Canada.

Informant’s Affirmation

DescriptionSignature and date by the individual who is attesting to the information provided on the ‘*Birth Mother’s Worksheet*’ for the infant’s Certificate of Live Birth.

PurposeProvides evidence the informant has legally verified the accuracy of the information furnished to establish the infant’s Certificate of Live Birth.

SourceSelf-reported by the informant on the ‘*Birth Mother’s Worksheet.*’

Item **I affirm that the information on this worksheet is correct to the best of my knowledge and belief.**

Instructions Advise the informant to write their signature, print their name legibly, and write the current date on the lines provided.

- ▶ By signing, the informant is legally affirming the information on the '*Birth Mother's Worksheet*' is accurate and true to the best of their knowledge and belief.

HOSPITAL STAFF

DescriptionIdentifying information about the hospital staff person who assisted and/or collected the *'Birth Mother's Worksheet'* from the birth mother and can verify that the person who provided the information on the worksheet signed as the informant.

PurposeFacilitates follow-up, if necessary, and provides a measure of quality control to ensure that parents receive assistance and that the *'Birth Mother's Worksheet'* has been reviewed for inadvertent omissions or illegible entries by the informant.

SourceHospital staff.

ItemsSignature of hospital staff person, the hospital department the staff person represents and the current date.

Instructions

- ▶ Must be the original signature of the hospital staff person responsible for assuring the *'Birth Mother's Worksheet'* is completed and signed, as well as retrieved from the parent and reviewed before the parent is discharged.
- ▶ Rubber stamps or other facsimile signatures are not acceptable.
- ▶ Assures fulfillment of the hospital's legal responsibility to obtain the personal data necessary to prepare and file the birth certificate according to Iowa Code section 144.13 (1a, 1b).

APPENDIX A

List of US Territories in drop-down for Birth Mother and Spouse

- U.S. Territories appear in the same data-entry dropdown as U.S. States, and include:
 1. American Samoa (AS)
 2. Northern Marianas (MP)
 3. Puerto Rico (PR)
 4. Virgin Islands (VI)
 5. Guam (GU)

List of Canadian provinces for Birth Mother and Spouse

- Canadian provinces include:
 1. Alberta (AB)
 2. British Columbia (BC)
 3. Great NW Territory (NT)
 4. Manitoba (MB)
 5. New Brunswick (NB)
 6. Newfoundland (NF)
 7. Nova Scotia (NS)
 8. Nunavut Territory (NU)
 9. Ontario (ON)
 10. Prince Ed Islands (PE)
 11. Quebec (QC)
 12. Saskatchewan (SK)
 13. Yukon Territory (YT)

List of Level of Education for Birth Mother and Spouse

1. 8th grade or less
2. 9th – 12th grade, no diploma
3. High school graduate or GED completed
4. College credit, but no degree
5. Associate degree (e.g., AA, AS)
6. Bachelor's degree (e.g., BA, AB, BS)
7. Master's degree (e.g., MA, MS, MEng, Med, MSW, MBA)
8. Doctorate degree (e.g., PhD, EdD) or Professional degree (e.g., MD, DO, LLB, JD)
9. Technical/Instructional School

List of Spanish/Hispanic/Latina origin for Birth Mother and Spouse

1. No, not Spanish/Hispanic/Latino(a)
2. Yes [*Check the one that best describes the spouse's origin*]
 - a) Mexican, Mexican American, Chicano(a)
 - b) Puerto Rican
 - c) Cuban
 - d) Other (e.g., Spaniard, Salvadoran, Dominican, Colombian, Guatemalan, etc.)
 - i. Specify the origin or ancestry. Avoid abbreviations.

List of Race for Birth Mother and Spouse

1. White
2. Black or African American
3. American Indian or Alaska Native
 - Specify the enrolled or principal tribe.
4. Asian Indian
5. Chinese
6. Filipino
7. Japanese
8. Korean
9. Vietnamese
10. Other Asian
 - Specify the national origin.
11. Native Hawaiian
12. Guamanian or Chamorro
13. Samoan
14. Other Pacific Islander
 - Specify the national origin.
15. Other
 - Specify the race.