

CORRECTIONS TO MEDICAL CERTIFICATION DATA

- ❖ Corrections or amendments to the medical certification and cause of death information shall be requested solely by the medical certifier listed on the Certificate of Death or Certificate of Fetal Death.
 - ◆ A correction may be requested within 90 days following the date of death or fetal death by submitting a signed and dated statement on the medical certifier's official letterhead. The statement may be FAXed to ATTN: DEATH REGISTRATION at 515-281-0479.
 - ◆ Any amendment request after 90 days following the date of death shall be made by court order.
 - ◆ There is no fee for a correction or amendment to the medical certification data and cause of death.

- ❖ Exception: Cause of death data may be amended at any point upon submission of a report of autopsy findings.

- ❖ After the correction has been made:
 - ◆ A corrected working copy shall be forwarded to the County Registrar in the county of death to replace their incorrect copy.
 - ◆ New certified copies may be purchased from the County Registrar in the county of death, or any previously-issued incorrect copies may be relinquished to that same county office for a one-on-one replacement exchange at no cost.
 - ◆ Written application shall be made, with proof of identity and notarized signature. If the request is from the funeral director, written application on business letterhead is sufficient for the exchanges.