

## **Medical Certification Request**

Navigate to the eath Registration	<b>Request Medica</b> Menu.	Il Certification link in	ו the ס א ר ת ת ת ת ת ת	Other Links omments rder Certified Copies rint Forms efer to Medical Examiner elinquish Case equest Medical Certificatio ransfer Case rade Calls witch User	on
Select the <b>magni</b> fier. • Enter th name fo	<b>fying glass</b> to sea e first three lette llowed by the <b>%</b> Example: <b>Las%</b>	arch for the Cer- Cert ers of the last wildcard.	est Medical Certification fier Information iffer Name:	First Name	× Search Cancel
Click Select to ch	oose the desired	certifier. Hartford	100	Main	select
998855	Dootor				

4. Sele the <b>Fa</b>	ect the <b>magnifying glass</b> associated with cility/Office Name, and input %.	Facility/Office Name: Q C First Name: Hartford Cookup Medical Facilities Facility Name &	×
	Only the facilities associated with the certifier will display when the % is in-putted.	Cance	



Select the appropriate facility ation.	Facility Name			Search
	Facility Name	Address	City	
	Hartford Hospital	80 Seymour St	Hartford	select
I Primary Care Provider groups	PCP - Hartford HealthCare Medical Group	85 Seymour St	Hartford	select
have the <b>"PCP"</b> prefix.			Tota	al Records : 2
ole: PCP - Hartford HealthCare Medi-				Cance

Note: If the **appropriate** PCP facility is found, go to **Step 9** to complete the process. If the appropriate PCP facility **is not found**, the case will have to be **Dropped to Paper**.

6. To Drop the case to paper select	Other Links
Print Forms under the Other Links section.	Attachments
	Comments
	Order Certified Copies
	Print Forms
	Refer to Medical Examiner

Print Forms		
Drop to Paper		
Burial Permit	Must be signed/certified and have a paid order.	
Cremation Certificate	Must have a paid Cremation Certificate order	
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<ol> <li>Click OK on the message asking</li> <li>if you are sure you would like to drop</li> <li>to paper. Print the document that downloads.</li> </ol>	<b>stg.ct-vitals.ct.gov says</b> Once this case has been 'Dropped to Paper', you will no longer be able to update this case.
<ul> <li>The case will now revert to a paper</li> <li>-based process. The death certificate should be printed and brought to the certifier.</li> </ul>	To print a draft copy, select the Work Copy option. Press OK to proceed or Cancel to abort printing. OK Cancel

9. If the PCP was found in Step 5, choose <b>Save</b> to send the message*, requesting the certifier.	me: Hartford ctor CP - Hartford HealthCare Medical Please complete the medical certification for: Case Id: 308 - Cremation Test, Date of Death: MAR-18-2020. A message will auto populate.	Save will send the message to the selected certifier Clear Save Creat
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\*Note: The message box shown, contains automated Certifier Name and Facility not displayed. The message can also be modified to add funeral director name, phone number or any other pertinent information.