

COCHISE COUNTY

Public Hearing
Vital Records Fees

July 10, 2018



Public Programs...Personal Service

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- Vital Records are the official birth and death certificates issued by Cochise County on behalf of the state
- Provision of Vital Records services by counties is mandated by Arizona Revised Statutes Titles 36-302, 36-311, and 36-312
- Cochise County has been providing full Vital Records services since 2007



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- Cochise County fees were last updated in 2011
- The cost of producing and delivering certificates has steadily increased
- We are the only county that has not adopted the statewide standard fee schedule
- In order to cover the cost of producing and delivering certificates, adoption of the statewide standard fee schedule is hereby recommended



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- Proposed new fee structure

	Current Fee	Proposed Fee
Birth Certificate	\$15.00	\$20.00
Establishing Paternity	\$28.00	\$30.00
BC Correction/Amendment	\$28.00	\$30.00
Death Certificate	\$15.00	\$20.00
DC Correction/Amendment	\$28.00	\$30.00
Fetal Death Certificate	\$15.00	\$20.00
Certificate of Birth Resulting in Stillbirth	\$15.00	\$20.00
Delayed Birth Application	\$15.00	\$20.00
Foreign Born Application	\$15.00	\$20.00
Putative Father Registry	\$5.00	\$5.00
Presumptive Death	\$10.00	\$15.00
Birth Non-Certified	\$5.00	\$5.00
Death Non-Certified	\$5.00	\$5.00
Record Search	\$5.00	\$5.00



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- Cochise County now delivers vital records certificates only via USPS
- The new fee structure will enable us to implement same-day, in-person certificate delivery at all Health and Social Services clinics via staff development and process enhancements



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- Under the new process, the average cost of issuing each certificate will be:

State Surcharge	5.00
Deputy Registrar Time	8.33
Clerk Time	3.70
Certified Paper/Postage	0.75
Overhead	2.56
Total Cost per Certificate	<hr/> 20.34



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- Customer service advantages of same-day, walk-in service vis-à-vis state on-line system:
 - No additional processing fees (\$11 - \$34 with state system)
 - Same-day receipt of certificate (up to three weeks from state system, which offers no same-day option)
 - USPS delivery remains an option at no additional charge



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- Fulfill county and department strategic goals:
 - Enhanced customer service (CC Strategic Plan)
 - Efficient admin practices (CC Strategic Work Plan)
 - Fiscal responsibility (CC Strategic Work Plan)
 - Workforce development (CHSS Strategic Plan)
 - Resource management (CHSS Strategic Plan)

