

VITAL STATISTICS DEATH DATA FILES APPLICATION FOR FRAUD PREVENTION OR LAW ENFORCEMENT PURPOSES

To purchase copies of the Vital Statistics Data Files for fraud prevention or law enforcement purposes, please follow these instructions:

- Complete the application send the application and the required payment to the address indicated in the section below titled “PAYMENT AND MAILING INSTRUCTIONS”.
- Please read the application carefully and sign where indicated on the second page of the application. (Note that this signature is provided under penalty of perjury.)
- Notarized proof of identity is required for the person signing the application. Space for notarization is provided on the second page of the Application. If you are a government agency, notarization is not required.
- On your organization’s letterhead, provide the following: (1) a description of the purposes for which the files will be used; (2) specify the proposed use of the SSN or MMN; (3) security measures that will be taken to protect the confidentiality of these data; (4) a statement documenting how your organization meets the criteria for fraud prevention and/or law enforcement purposes as set forth in Health and Safety Code 102230(c) (not required for government agency); and (5) signature.
- Please note the following regarding out-of-state deaths: Out-of-state deaths are those deaths that occurred to California residents in another state. All personal identifiers (including name of decedent) for these deaths are subject to the confidentiality laws of the state of occurrence. California cannot release Out-of-state personal identifiers for fraud prevention or law enforcement purposes; permission must be obtained from the state of occurrence. If out-of-state personal identifiers are needed, please contact the Health Information and Research Section (HIRS) at (916) 552-8095 or CDPH_HIRS@cdph.ca.gov for further information.

PAYMENT AND MAILING INSTRUCTIONS

We cannot accept credit cards or purchase orders as a form of payment. Payment is required before data files can be released. Checks or money orders should be made payable to California Department of Public Health. If an invoice is needed in order to process a check, please contact the HIRS at (916) 552-8095 or CDPH_HIRS@cdph.ca.gov. Please do not mail checks or money orders without a copy of the application or an invoice.

Mail the completed application material with your check or money order to:

California Department of Public Health
Center for Health Statistics and Informatics
Attn: HIRS
1501 Capitol Avenue, MS 5102
P.O. Box 997410
Sacramento, CA 95899-7410

COURIER DELIVERIES

Private courier deliveries (~~FedEx, DHL, etc.~~) are not accepted using the P.O. Box above. If you would like to send your completed application and payment via courier, please contact HIRS via email or phone number above for the physical delivery address.

The California Department of Public Health’s Federal Taxpayer ID Number is 74-3204993.