



Date: 9 February 2015

To: Chuck H. Huckelberry
County Administrator

From: Francisco García 
Health Department Director

Via: Jan Leshner 
Deputy County Administrator
Medical and Health Services

Audrey Rodgers
Vital Records Program
Program Coordinator

Re: Request for Placement of Item on Board of Supervisors March 10, 2015
Consent Calendar Agenda—Contract Approval, CTN-13-000241
Justification for LexisNexis VitalChek Network Inc, Vital Records Program

Introduction and/or Background

Pima County Health Department and its Vital Records Program, is mandated, pursuant to A.R.S. §36-302 to provide vital records of births and death information management and registration services in Pima County. The law appoints the Arizona Department of Health Services (ADHS) Vital Records Division as the state administrator to oversee all program operations and compliance of the Vital Records program throughout Arizona.

This amendment extends this contract for another year. LexisNexis approved the amendment on 29 January 2015 and County recently received this document back for final approval. We seek retroactive approval for this agreement to 01 February 2015.

Discussion

ADHS contracts with LexisNexis to provide enhanced processing and information management services in processing requests for certified copies of vital records remotely. VitalCheck has two secure automated call centers for processing requests and all orders are data entered, screened with extensive background check, and authorized by VitalChek personnel. ADHS obtains and maintains all licenses, permits, and authority to do business, render services. ADHS requires all Counties to utilize the same system to maintain continuity, confidentiality, and security of all information.

Financial Impact

There are no direct costs to the County General Fund associated with this agreement. The Contract allows PCHD to use ADHS contractor resources to provide technical support, assistance, and facilitate the state required Vital Records program.

Recommendation

Staff recommends approval of the Contract.

☒ Approved ☐ Not Approved


County Administrator

2/10/15
Date

FEB 25 15 10 24 PCD/KDF/BD
Aes