

## §2701. Duties of department

The Department of Health and Human Services shall establish the Office of Data, Research and Vital Statistics, which shall maintain a statewide system for the registration of vital statistics. [PL 2009, c. 601, §3 (AMD).]

**1. Registrar.** The Commissioner of Health and Human Services shall appoint a State Registrar of Vital Statistics, referred to in this chapter as the "state registrar," who must be qualified in accordance with the standards of education and experience prescribed by the Bureau of Human Resources. [PL 2001, c. 574, §17 (AMD); PL 2003, c. 689, Pt. B, §7 (REV).]

**2. Supervision.** The state registrar has charge of the statewide system for the registration of vital statistics and is custodian of its files and records. The state registrar:

A. Shall preserve all certificates, records and other reports returned to the state registrar under this Title; [PL 1995, c. 694, Pt. D, §29 (NEW); PL 1995, c. 694, Pt. E, §2 (AFF).]

B. Has general supervision of this Title and rules of the department relating to the registration of vital statistics; [PL 1995, c. 694, Pt. D, §29 (NEW); PL 1995, c. 694, Pt. E, §2 (AFF).]

C. Has general supervision of Title 19-A, chapter 23; [PL 1995, c. 694, Pt. D, §29 (NEW); PL 1995, c. 694, Pt. E, §2 (AFF).]

D. Shall direct, supervise and control the activities of all persons engaged in the operation of the system of vital statistics; [PL 1995, c. 594, Pt. D, §29 (NEW); PL 1995, c. 594, Pt. E, §2 (AFF).]

E. Shall conduct training programs to promote uniformity of policy and procedures throughout the State in matters pertaining to the system of vital statistics; and [PL 1995, c. 694, Pt. D, §29 (NEW); PL 1995, c. 694, Pt. E, §2 (AFF).]

F. Shall monitor the accuracy, completeness and validity of all information returned to the state registrar under this Title and Title 19-A, chapter 23. [PL 1995, c. 694, Pt. D, §29 (NEW); PL 1995, c. 694, Pt. E, §2 (AFF).]

[PL 2001, c. 574, §18 (AMD).]

**3. Forms and reports.** The state registrar shall prescribe and furnish forms and issue instructions necessary to the administration of the vital statistics system or prescribe other means of transmission of data that accomplishes the purpose of complete and accurate reporting and registration. The state registrar shall prepare and publish annual reports of vital statistics and such other reports as are requested by the department.

[PL 1995, c. 260, §1 (AMD).]

**4. Uniformity.** The forms of certificates, records and other reports required by the laws governing the registration of vital statistics shall be designed with due consideration for national uniformity in vital statistics and record service.

**5. Deputy State Registrar.** The state registrar may designate an employee of the Office of Data, Research and Vital Statistics to represent the Office of Data, Research and Vital Statistics. The representative is known as the Deputy State Registrar of Vital Statistics and has the authority of the state registrar in the state registrar's absence.

[PL 2009, c. 601, §4 (AMD).]

**6. Facsimile signature.** The state registrar may use a facsimile signature for purposes of making certifications. The facsimile signature and seal of the state registrar on a certification have the same force and effect as the state registrar's holographic signature.

[RR 2021, c. 2, Pt. B, §134 (COR).]

**7. Definitions.** As used in this section, unless the context otherwise indicates, the following terms have the following meanings.

A. "File" means the presentation and acceptance of a vital record or report for registration by the Office of Data, Research and Vital Statistics or a municipal clerk as specified in departmental rule. [PL 2009, c. 601, §5 (AMD).]

B. "Date of filing" means the date a vital record is accepted for registration by the Office of Data, Research and Vital Statistics or a municipal clerk. [PL 2009, c. 601, §5 (AMD).]  
[PL 2009, c. 601, §5 (AMD).]

**8. Paternity establishment.** The state registrar shall offer voluntary paternity establishment services. The state registrar shall maintain and use a form for voluntary acknowledgment of paternity that meets minimum requirements for the form established by the federal Secretary of Health and Human Services.  
[PL 1997, c. 537, §55 (NEW); PL 1997, c. 537, §62 (AFF).]

#### SECTION HISTORY

PL 1967, c. 186, §1 (AMD). PL 1975, c. 293, §4 (AMD). PL 1983, c. 669 (AMD). PL 1985, c. 785, §B89 (AMD). PL 1987, c. 268, §1 (AMD). PL 1995, c. 260, §§1,2 (AMD). PL 1995, c. 694, §D29 (AMD). PL 1995, c. 694, §E2 (AFF). PL 1997, c. 537, §55 (AMD). PL 1997, c. 537, §62 (AFF). PL 2001, c. 574, §§16-20 (AMD). PL 2003, c. 689, §§B6,7 (REV). PL 2009, c. 601, §§3-5 (AMD). RR 2021, c. 2, Pt. B, §134 (COR).

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