# IOWA VITAL EVENTS SYSTEM (IVES)

UIHC Decedent Care Center

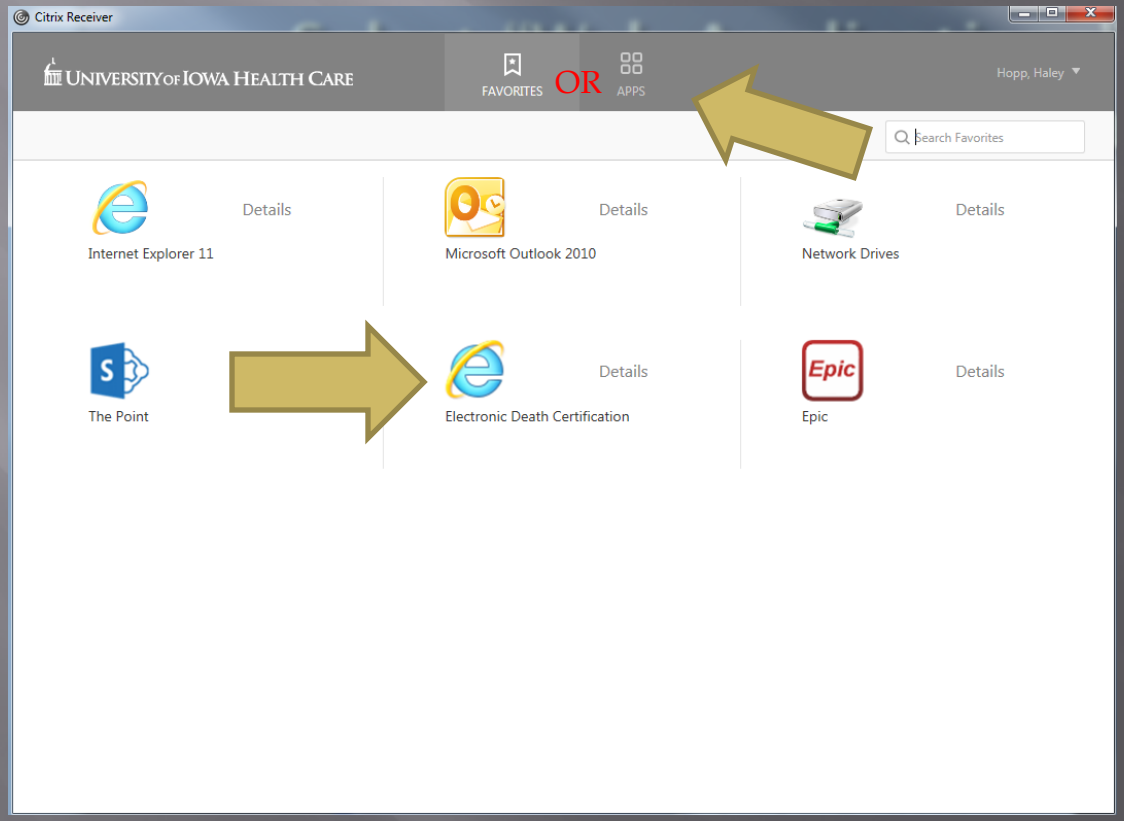
E140 – GH

467-7000

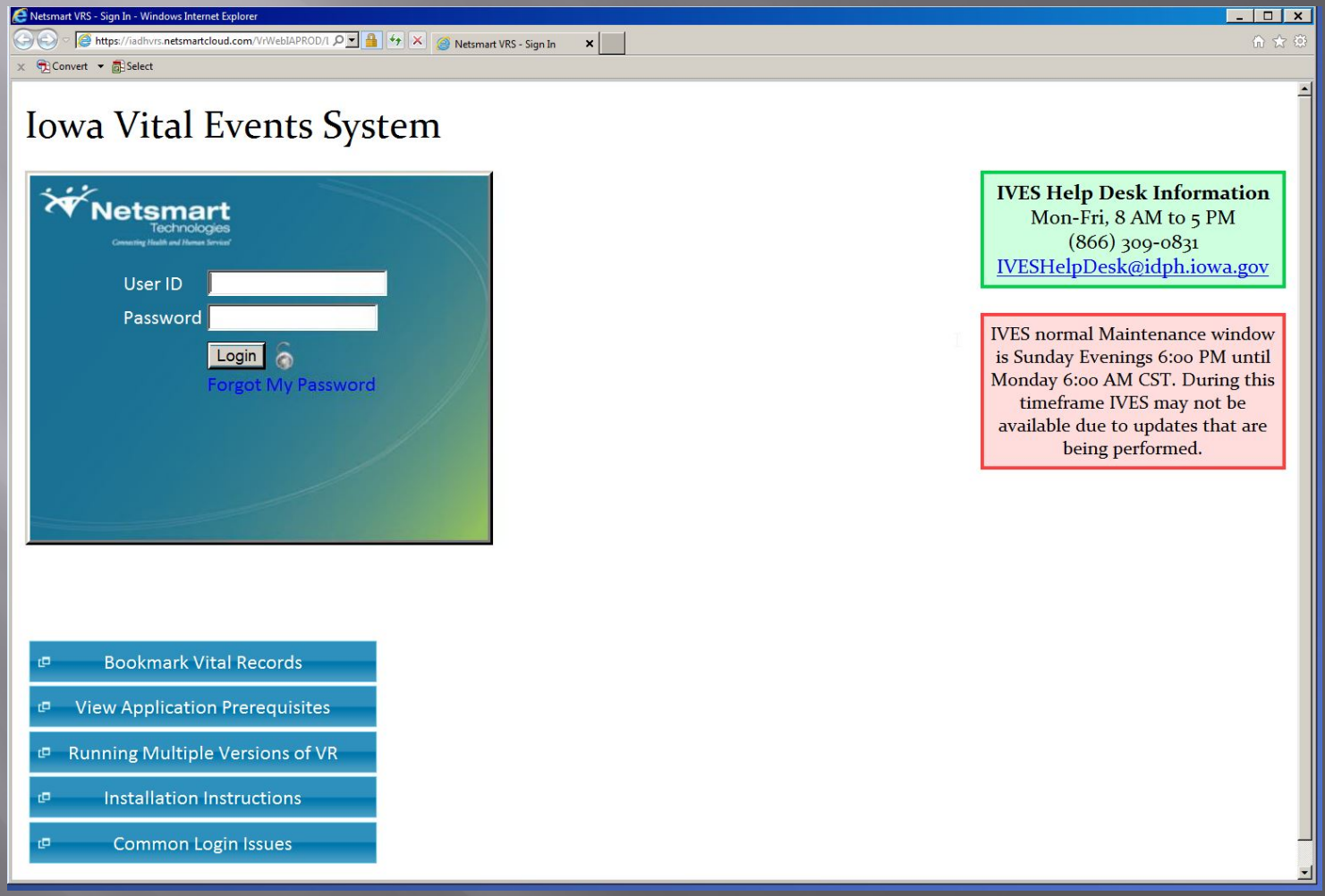
# Accessing IVES from UIHC computers/desktop

Click on the Citrix logo in the lower right hand corner of screen

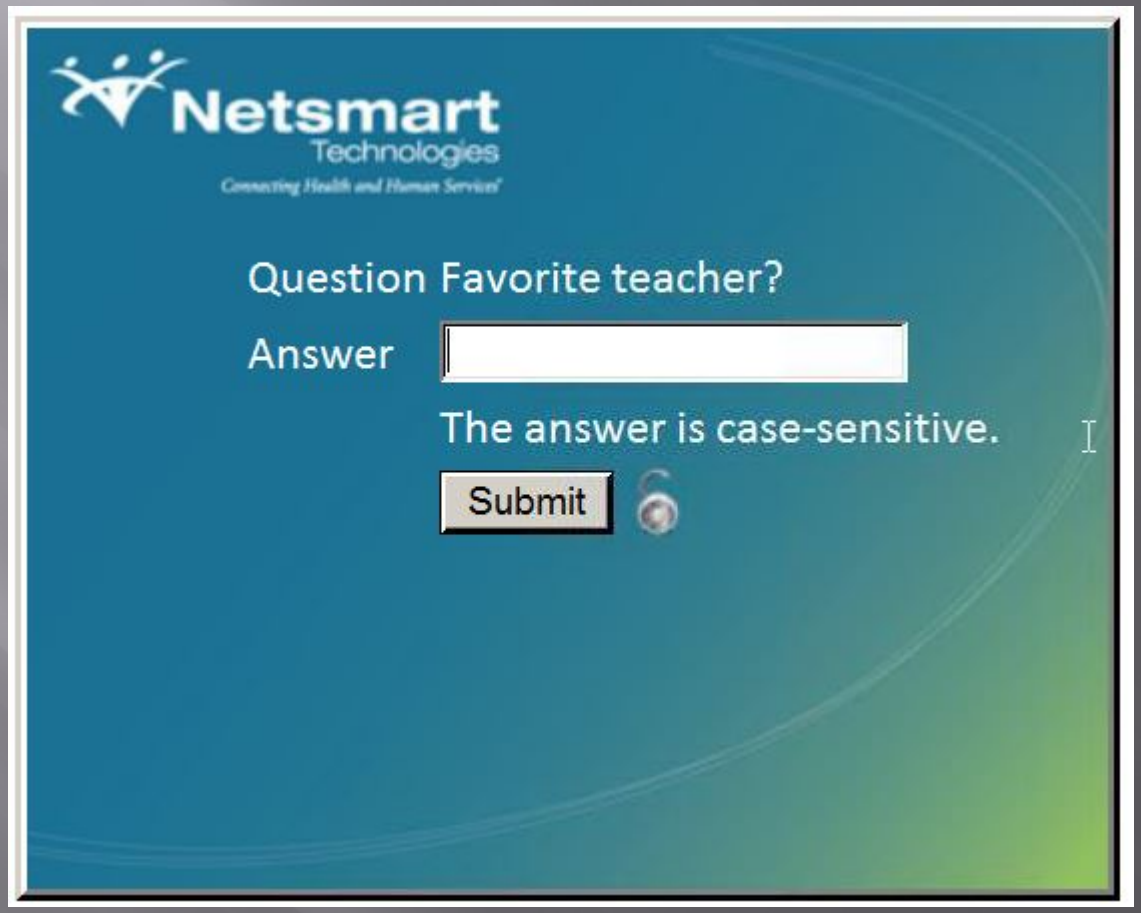
# Select "Electronic Death Certification" You May Have to Click On Apps if not on Favorites Page



# Enter User ID and Password

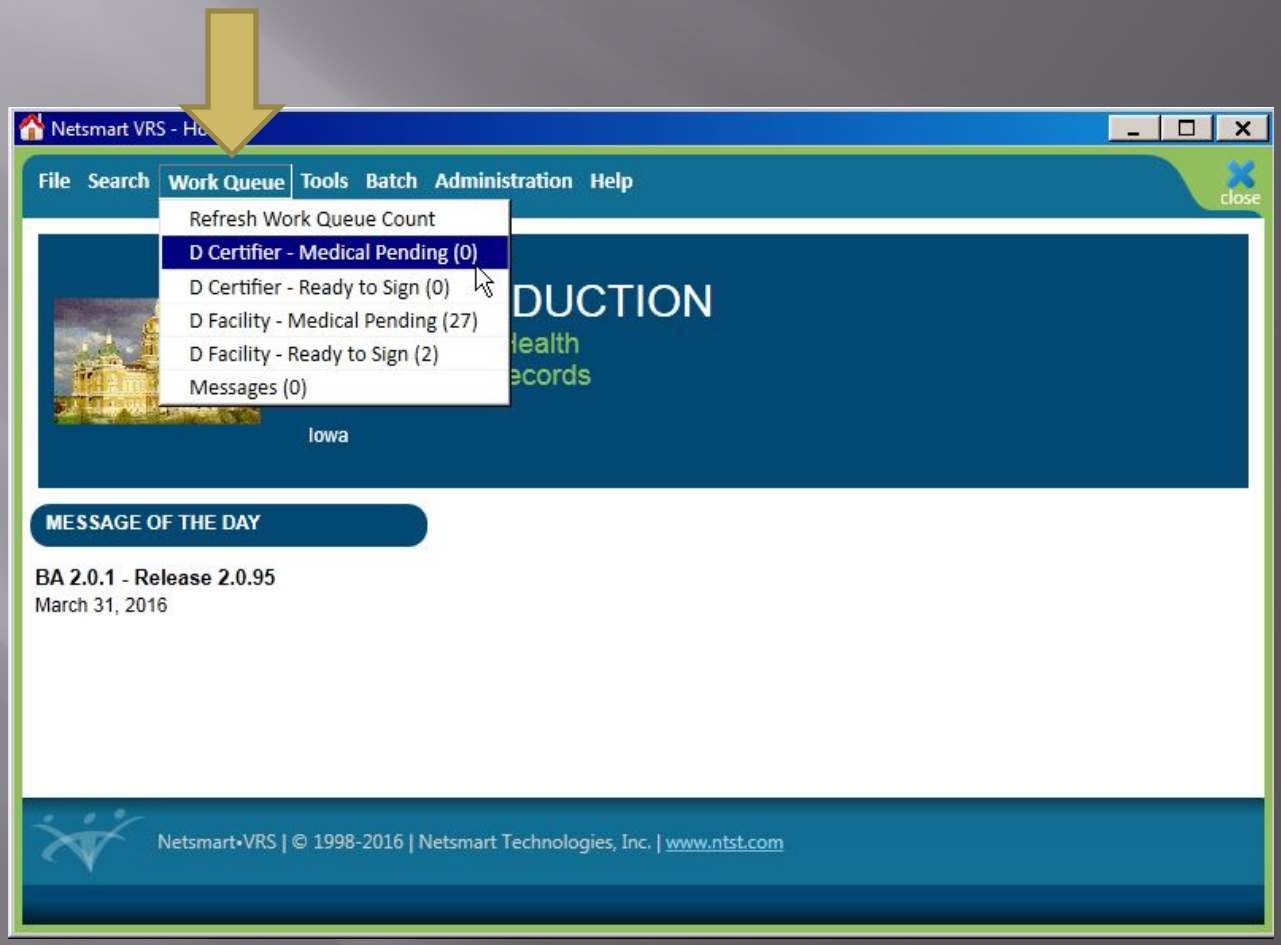


# Answer Security Question

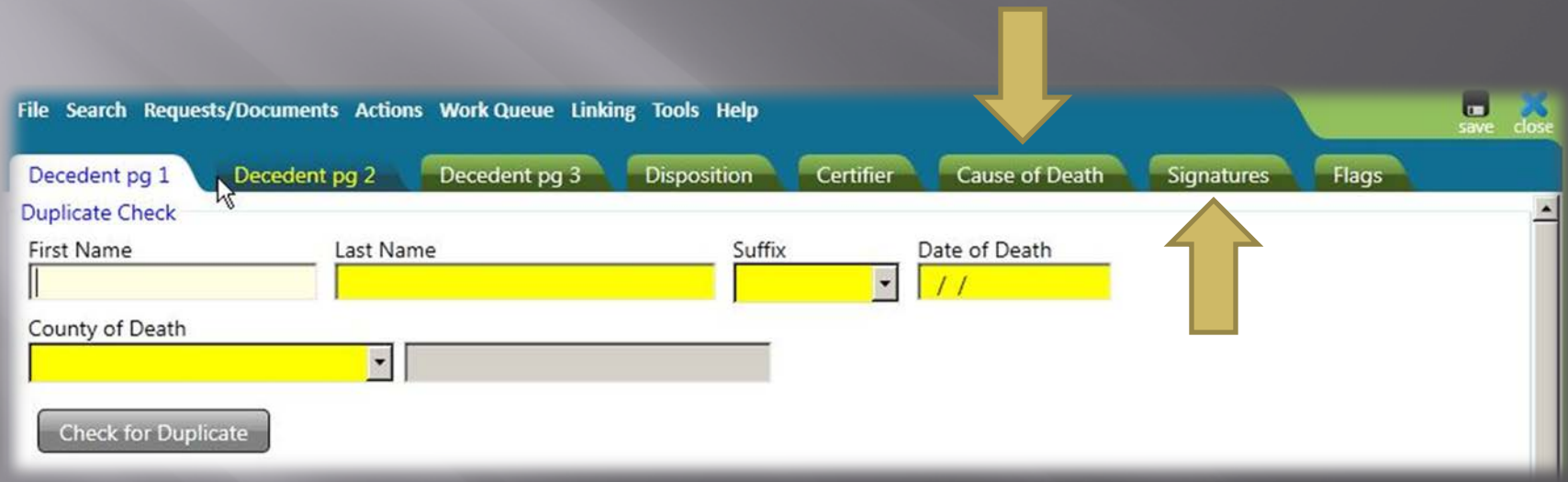


# Allow page to completely load

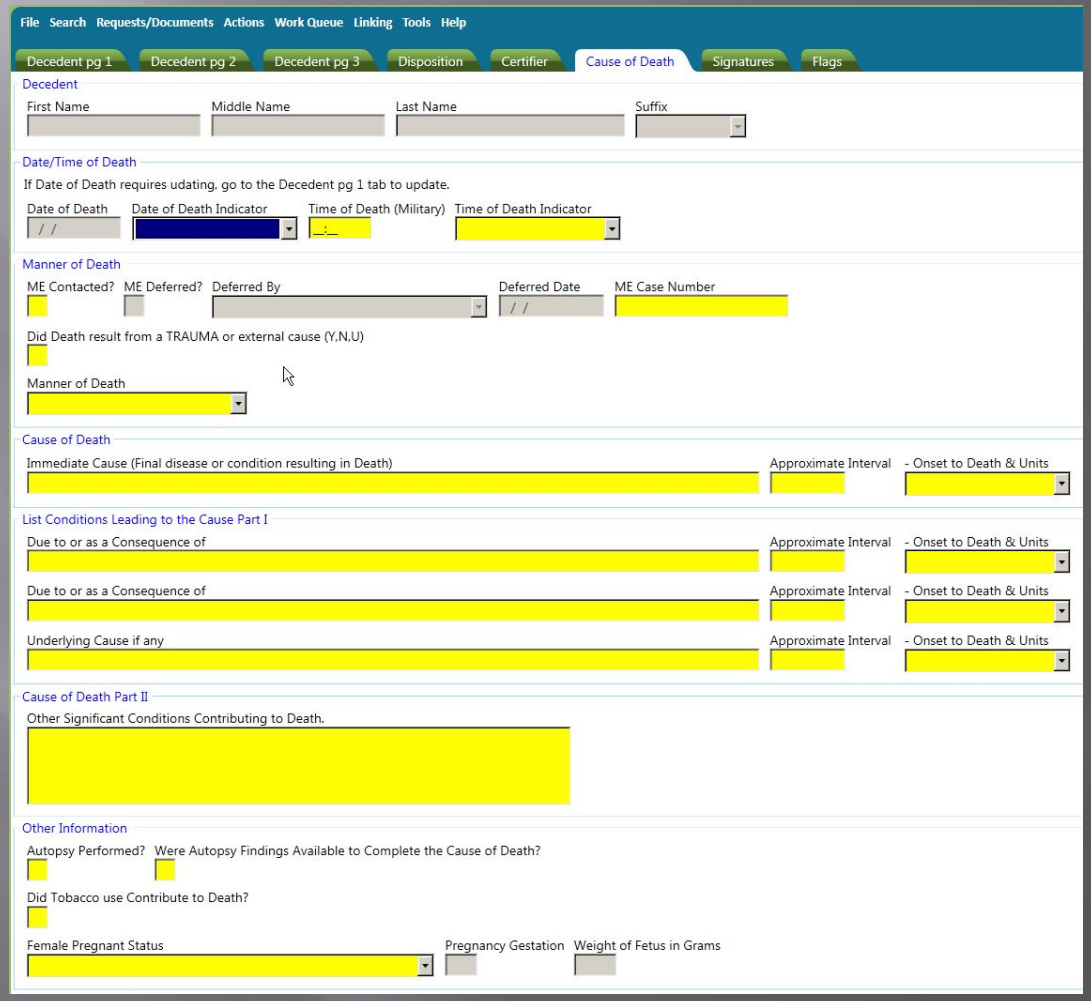
# Select “Work Queue” and “Certifier – Medical Pending”



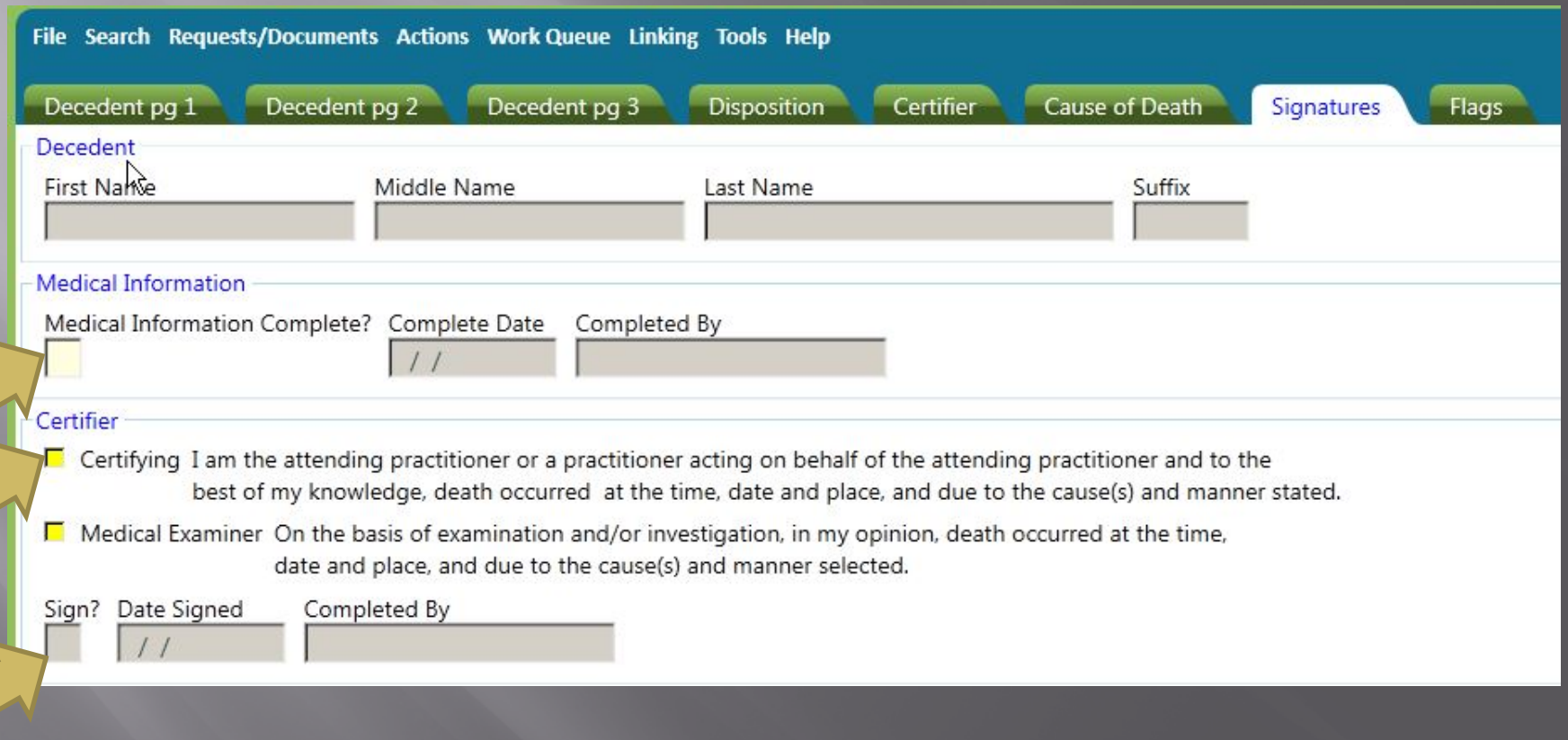
# Only responsible for “Cause of Death” and “Signatures” tabs



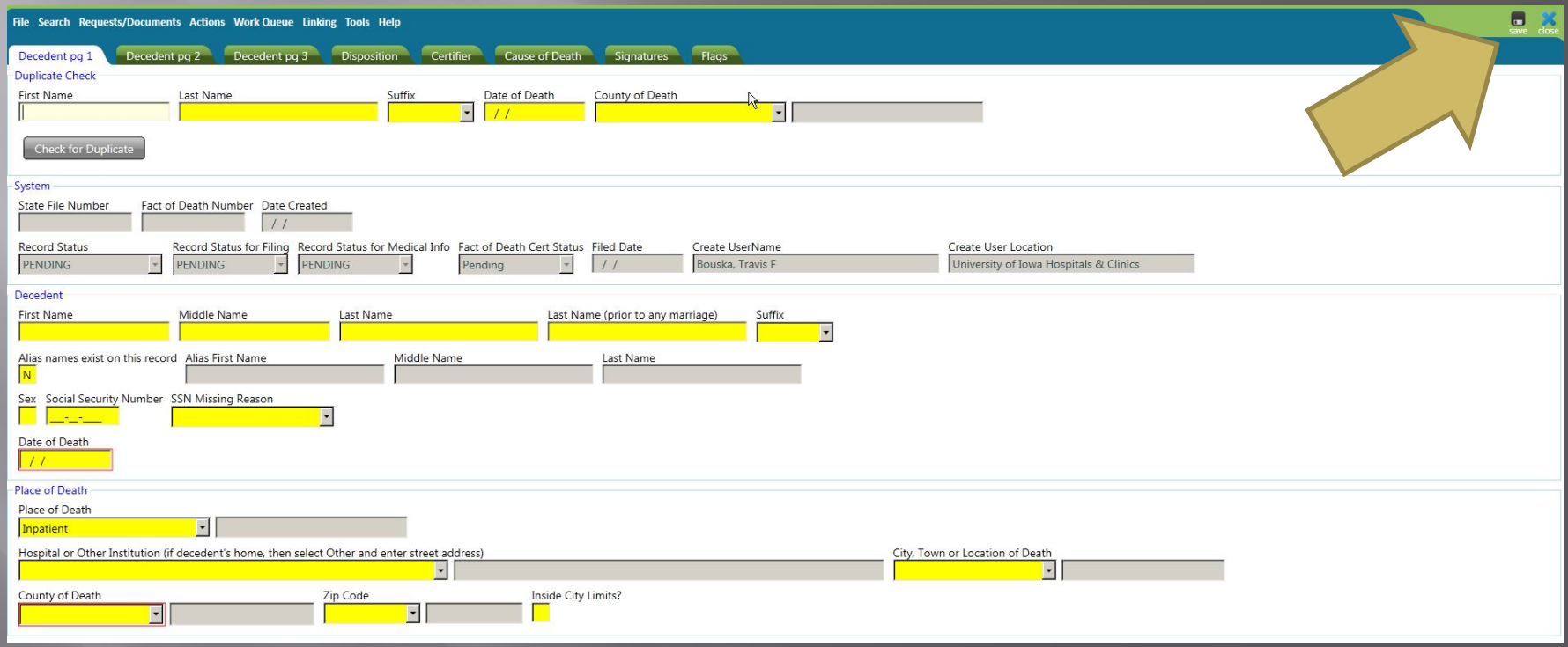
# Cause of Death



# Signatures


File Search Requests/Documents Actions Work Queue Linking Tools Help
Decedent pg 1
Decedent pg 2
Decedent pg 3
Disposition
Certifier
Cause of Death
Signatures
Flags
Decedent
First Name
Middle Name
Last Name
Suffix
Medical Information
Medical Information Complete?
Complete Date
/ /
Completed By
Certifier
Certifying I am the attending practitioner or a practitioner acting on behalf of the attending practitioner and to the best of my knowledge, death occurred at the time, date and place, and due to the cause(s) and manner stated.
Medical Examiner On the basis of examination and/or investigation, in my opinion, death occurred at the time, date and place, and due to the cause(s) and manner selected.
Sign?
Date Signed
/ /
Completed By

# Click “Save” in upper right hand corner of screen



# Document Completed

- * A text box should appear indicating an email is being sent to the original person that initiated the death certificate
- *Most often this will include @fh or @abcfuneralhome.com
- Your job is done until next death is pronounced

# A Few Reminders

- * You will receive an email from the DCC Supervisor stating you have been listed as the provider responsible for pronouncing a decedent. If you believe you are not responsible for this decedent, please respond to her email or contact the DCC with a name of the correct provider to whom it should be assigned!
- *If you are having any difficulty in navigating the process steps required to certify the death in the IVES system, the Decedent Care Specialists are happy to assist you. A DCS is on-call 24/7 (though weekday, day-time calls are preferred for obvious reasons). They can be reached through the hospital operators.
- *Please attend to the items in your queue asap. Families of decedents need the death certificate completed in order to proceed with legal and financial matters.