IOWA VITAL EVENTS SYSTEM (IVES)
UIHC Decedent Care Center
E140 – GH
467-7000
Revised: 5/2019 Haley Hopp, DCC Supervisor

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
Your User Login, Password, and Initial Security Question/Answer have been setup.

Everyone’s initial Security Question is set to “Initial Enrollment PIN”.

Answer Security Question

Question Favorite teacher?
Answer [blank]
The answer is case-sensitive.
Submit

Question Initial Enrollment PIN
Answer [blank]
The answer is case-sensitive.
Submit
Allow page to completely load

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

Only responsible for “Cause of Death” and “Signatures” tabs
Click “Save” in upper right hand corner of screen

- 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

Document Completed
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.*