

# AMADOR COUNTY CLERK/RECORDER & REGISTRAR OF VOTERS

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KIMBERLY L. GRADY  
810 Court Street  
Jackson, California 95642-2132  
Phone (209) 223-6468  
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## CA-EDRS PROCEDURES

CA-Electronic Death Registration System

### **Business Hours & Location**

Monday – Friday 8:00 – 4:00 (excluding Holidays)

#### ***Amador County Clerk/Recorder***

810 Court Street  
Jackson, CA 95642

**Phone:** 209-223-6468

**Fax:** 209-223-6204

#### ***Amador County Coroner***

700 Court Street  
Jackson, CA 95642

**Phone:** 209-223-6500

**Fax:** 209-223-1609

### **Medical Information Review (MI Review)**

The Medical Information (VS11e, fields 7, 8 & 101-117) and the Date of Birth **MUST** be submitted to this office for review **PRIOR** to a request for remote attestation. You must **CALL THE OFFICE** to request an MI review. *MI Review is not needed for a Coroner's case.*

### **Submission to Local Registrar (SUBM LR)**

Please **CALL** the office when submitting, so that we may assist you in a timely manner.

### **Disposition Permits**

The Funeral Home will print all four (4) copies and deliver a signed Copy 4 to our office with your payment. *Disposition Permits are \$12.00 each.*

### **Certified Copies**

To order copies of Death Certificates, please continue to use the *Request for Authorized Copy of a Birth/Death Record* which is available on our website:

[www.amadorcounty.gov/government/recorder-clerk/vital-records](http://www.amadorcounty.gov/government/recorder-clerk/vital-records).

Please complete the form and submit an original signed copy, in person or by mail, along with payment and a self-addressed, stamped envelope with the appropriate postage.

*Certified Copies of Death Certificates are \$26.00 each.*

### **Amendments and Corrections**

To request that an EDRS record be unlocked, please call us at the number above. Once a death is accepted for registration in EDRS, any change requires an Affidavit to Amend a Record.

### **Coroner Information**

The Coroner **MUST** be notified by phone for **all** reportable cases **prior** to removal from the scene.

If Box 114B (Date last seen alive) is over *20 days*, and the decedent was under Hospice Care - it is **NOT** a Coroner's case. Utilize the dates of the Interdisciplinary Team as per Health & Safety Code Section 1746 & Government Code Section 27491, which became effective *01/01/2009*.