SSA Death Process Notices (for both EDR and Manual Process)

The Death Alert Control and Update System (DACUS) receives death records from State Bureaus of Vital Statistics and other entities. The records undergo a series of checks before they are accepted for processing. Duplicates, records with invalid State Codes, those that fail surface edits and those with incorrect Social Security Numbers (SSNs) are rejected.

When death records are submitted by a State, notices are returned showing the numbers of records input, processed and rejected, in addition to other data. These reports are called SSA Death Process Notices.

SSA receives death records from participating EDR States. These records go through an online SSN verification check prior to submission to SSA. EDR records that pass the online SSN verification are referred to as "verified EDR" records. EDR records that do not pass the online SSN verification are referred to as "unverified EDR" records. In addition, SSA continues to accept death records that do not go through the EDR or online SSN verification processes. These records are referred to as "non-EDR" records.

> **SSA DEATH PROCESS NOTICE FOR (State) – VERIFIED EDR**
> This notice gives totals for verified EDR records when they are submitted. ***See a facsimile of the notice in appendix A for EDR submissions***.

> **SSA DEATH PROCESS NOTICE FOR (State) – UNVERIFIED EDR & NON-EDR**
> This notice gives totals for unverified EDR and non-EDR records. ***See a facsimile of the notice in appendix B for manual process submissions***.

When verified EDR records are input for processing, the SSA DEATH PROCESS NOTICE for VERIFIED EDR will be available on the first business day following the processing date.

When unverified EDR and non-EDR records are input for processing, the SSA DEATH PROCESS NOTICE for UNVERIFIED EDR & NON-EDR will be available on the third business day following the processing date. This is because records with unverified SSNs go through an SSN verification process prior to input to DACUS and this requires extra processing days. When multiple types of records are input on the same processing date, the notices will reflect the same PROCESSING DATE entry, even though they are produced on different days.

> Example - On Monday 02/05/2007, a file is received from a State containing 1,000 death records. Of these, 600 are verified EDR records, 300 are unverified EDR records and 100 are non-EDR records.

> The SSA DEATH PROCESS NOTICE FOR (State) - VERIFIED EDR will be available on Tuesday, 02/06/2007. This will include totals for the 600 verified EDR records.

> The SSA DEATH PROCESS NOTICE FOR (State) - UNVERIFIED EDR & NON-EDR will be available on Thursday, 02/08/2007. These reports will include totals for the remaining records submitted on 02/05/2007.

> All reports will show 02/05/2007 as the PROCESSING DATE.

SSA DEATH PROCESS NOTICE FOR XXXXXXXXXXXXXXXXX
VERIFIED EDR
PROCESSING DATE: MM/DD/CCYY

REPORT COUNTS

BY TYPE:	INPUT	PROCESSED	EXCEPTED	ERROR RATE
VERIFIED EDR	XXXXXX	XXXXXX	XXXXXX	XXXXX

VERIFIED EDR REPORT COUNTS

BY YEAR:	INPUT	PROCESSED	EXCEPTED	ERROR RATE
2005	XXXXXX	XXXXXX	XXXXXX	XXXXX
2006	XXXXXX	XXXXXX	XXXXXX	XXXXX
2007	XXXXXX	XXXXXX	XXXXXX	XXXXX

ERROR SUMMARY

ERROR CODE	FIELD	SURFACE EDIT	NO MATCH TO SSA	TOTAL
23	EDR DATE OF DEATH	XXXXXX	N/A	XXXXXX
25	EDR DUPLICATES	XXXXXX	N/A	XXXXXX
26	EDR UNCONFIRMED	N/A	XXXXXX	XXXXXX
27	EDR VERIFICATION DATE	XXXXXX	N/A	XXXXXX

ACTUAL AGE

DEATHS IN 2007-EDR REPORTS RECEIVED:	PROCESSED:
WITHIN 6 BUSINESS DAYS OF DEATH	XXXX
BETWEEN 7 AND 30 BUSINESS DAYS OF DEATH	XXXX
MORE THAN 30 BUSINESS DAYS AFTER DEATH	XXXX

DEATHS IN 2006-EDR REPORTS RECEIVED:	PROCESSED:
WITHIN 6 BUSINESS DAYS OF DEATH	XXXX
BETWEEN 7 AND 30 BUSINESS DAYS OF DEATH	XXXX
MORE THAN 30 BUSINESS DAYS AFTER DEATH	XXXX

DEATHS PRIOR TO 2006-EDR REPORTS RECEIVED:	PROCESSED:
MORE THAN 30 BUSINESS DAYS AFTER DEATH	XXXX

ERROR RECORDS

A listing of all erroneous records will appear here. The fields
shown below will be displayed for each record:

Position	Field Name	Length
1-2	Spaces	2
3-4	Error Code	2
5-8	Spaces	4
9-17	Social Security Number	9
18-37	Last Name	20
38-52	First Name	15
53-67	Middle Name	15
68-75	Date of Death	8
76-83	Date of Birth	8
84	Sex Code	1
85-86	State Source of Death	2
87	Space	1
88-113	Death Certificate Number	26
114	EDR Verify Code	1
115-122	Date of SSN Verification	8
123-132	Spaces	10

Explanation of Entries on the SSA DEATH PROCESS NOTICE - VERIFIED EDR

SSA DEATH PROCESSING NOTICE FOR _____
>	This entry shows the name of the State that submitted the records

PROCESSING DATE: MM/DD/CCYY
>	This is the date that the VERIFIED EDR records were input to DACUS

REPORT COUNTS BY TYPE:

>	**INPUT**
>>		The total number of VERIFIED EDR records input to DACUS
>	**PROCESSED**
>>		The total number of VERIFIED EDR records that will be processed
>	**EXCEPTED**
>>		The total number of VERIFIED EDR records that will not be processed
>	**ERROR RATE**
>>		The percentage of VERIFIED EDR records that contain exception conditions

VERIFIED EDR REPORT COUNTS BY YEARS
>	**INPUTS**
>>		The total number of VERIFIED EDR records input in the current year
>>		The total number of VERIFIED EDR records input in the prior year
>>		The total number of VERIFIED EDR records input in the two years prior to the current year.

>	**PROCESSED**
>>		The total number of VERIFIED EDR records in the current year that will be processed.
>>		The total number of VERIFIED EDR records in the prior year that will be processed.
>>		The total number of VERIFIED EDR records input in the two years prior to the current year that will be processed.

>	**EXCEPTED**
>>		The total number of VERIFIED EDR records in the current year that will not be processed.
>>		The total number of VERIFIED EDR records in the prior year that will not be processed.
>>		The total number of VERIFIED EDR records input in the two years prior to the current year that will not be processed.

>	**ERROR RATE**
>>		The total number of VERIFIED EDR records that contain exception conditions in the current year.
>>		The total number of VERIFIED EDR records that contain exception conditions in the prior year.
>>		The total number of VERIFIED EDR records input in the two years prior to the current year that will contain exceptions conditions.

ERROR SUMMARY:

CODE 23 - EDR DATE OF DEATH - SURFACE EDIT and TOTAL counts
The number of VERIFIED EDR records input where the DATE OF DEATH (DOD) failed surface editing routines

CODE 25 - EDR DUPLICATES - SURFACE EDIT and TOTAL counts
The number of duplicate VERIFIED EDR records input

CODE 26 - EDR UNCONFIRMED - NO MATCH TO SSA and TOTAL counts
The number of VERIFIED EDR records input where a match to SSA records shows that no online SSN verification was performed by the State prior to submission

CODE 27 - EDR VERIFICATION DATE - SURFACE EDIT and TOTAL counts
The number of VERIFIED EDR records input where the EDR VERIFICATION DATE failed surface editing routines

ACTUAL AGE:

EDR REPORTS RECEIVED WITHIN 6 BUSINESS DAYS OF DEATH
The number of processed VERIFIED EDR records that were received within 6 business days of the DOD in the current year and one year prior to current year.

EDR REPORTS RECEIVED BETWEEN 7 AND 30 BUSINESS DAYS OF DEATH
The number of processed VERIFIED EDR records that were received between 7 and 30 business days of the DOD in the current year and one year prior to current year.

EDR REPORTS RECEIVED MORE THAN 30 BUSINESS DAYS AFTER DEATH
The number of processed VERIFIED EDR records that were received more than 30 business days after the DOD in the current year and the two years prior to the current year.

ERROR RECORDS

All VERIFIED EDR records that become exceptions will be listed here. The fields shown below will be displayed for each record:

Position	Field Name	Length
1-2	Spaces	2
3-4	Error Code	2
5-8	Spaces	4
9-17	Social Security Number	9
18-37	Last Name	20
38-52	First Name	15
53-67	Middle Name	15
68-75	Date of Death	8
76-83	Date of Birth	8
84	Sex Code	1
85-86	State Source of Death	2

87	Space	1
88-113	Death Certificate Number	26
114	EDR Verify Code	1
115-122	Date of SSN Verification	8
123-132	Spaces	10

SSA DEATH PROCESS NOTICE FOR XXXXXXXXXXXXXXXXXX
UNVERIFIED EDR & NON-EDR

PROCESSING DATE: MM/DD/CCYY

REPORT COUNTS

BY TYPE:	INPUT	PROCESSED	EXCEPTED	ERROR RATE
UNVERIFIED EDR	XXXXXX	XXXXXX	XXXXXX	XXXXX
NON-EDR	XXXXXX	XXXXXX	XXXXXX	XXXXX
TOTAL	XXXXXX	XXXXXX	XXXXXX	XXXXX

UNVERIFIED EDR REPORT COUNTS

BY YEAR:	INPUT	PROCESSED	EXCEPTED	ERROR RATE
2005	XXXXXX	XXXXXX	XXXXXX	XXXXX
2006	XXXXXX	XXXXXX	XXXXXX	XXXXX
2007	XXXXXX	XXXXXX	XXXXXX	XXXXX

NON-EDR REPORT COUNTS

BY YEAR:	INPUT	PROCESSED	EXCEPTED	ERROR RATE
2005	XXXXXX	XXXXXX	XXXXXX	XXXXX
2006	XXXXXX	XXXXXX	XXXXXX	XXXXX
2007	XXXXXX	XXXXXX	XXXXXX	XXXXX

ERROR SUMMARY

ERROR CODE	FIELD	SURFACE EDIT	NO MATCH TO SSA	TOTAL
01	NON-EDR SSN	N/A	XXXXXX	XXXXXX
02	NON-EDR NAME	N/A	XXXXXX	XXXXXX
03	NON-EDR DATE OF DEATH	XXXXXX	N/A	XXXXXX
04	NON-EDR DATE OF BIRTH	XXXXXX	XXXXXX	XXXXXX
05	NON-EDR DUPLICATES	XXXXXX	N/A	XXXXXX
11	UNV-EDR SSN	N/A	XXXXXX	XXXXXX
12	UNV-EDR NAME	N/A	XXXXXX	XXXXXX
13	UNV-EDR DATE OF DEATH	XXXXXX	N/A	XXXXXX
14	UNV-EDR DATE OF BIRTH	XXXXXX	XXXXXX	XXXXXX
15	UNV-EDR DUPLICATES	XXXXXX	N/A	XXXXXX
16	UNV-EDR UNCONFIRMED	N/A	XXXXXX	XXXXXX
17	UNV-EDR VERIFICATION DATE	XXXXXX	N/A	XXXXXX

AVERAGE AGE

PROCESSABLE REPORT TYPE:	AVERAGE AGE IN DAYS:
UNVERIFIED EDR	XXXX
NON-EDR	XXXX

ACTUAL AGE

DEATHS IN 2007-UNVERIFIED EDR REPORTS RECEIVED: **PROCESSED**:

        WITHIN 6 BUSINESS DAYS OF DEATH   XXXX
  BETWEEN 7 AND 30 BUSINESS DAYS OF DEATH   XXXX
  MORE THAN 30 BUSINESS DAYS AFTER DEATH   XXXX

DEATHS IN 2006-UNVERIFIED EDR REPORTS RECEIVED: **PROCESSED**:

        WITHIN 6 BUSINESS DAYS OF DEATH   XXXX
  BETWEEN 7 AND 30 BUSINESS DAYS OF DEATH   XXXX
  MORE THAN 30 BUSINESS DAYS AFTER DEATH   XXXX

DEATHS PRIOR TO 2006-UNVERIFIED EDR REPORTS RECEIVED: **PROCESSED**:

  MORE THAN 30 BUSINESS DAYS AFTER DEATH   XXXX


```
                    MONTH AND YEAR OF DEATH
                   UNVERIFIED EDR AND NON-EDR

     2005      JAN      FEB      MAR      APR      MAY      JUN
                 0        0        0        0        0        0
               JUL      AUG      SEP      OCT      NOV      DEC
                 0        0        0        0        0        0
     2006      JAN      FEB      MAR      APR      MAY      JUN
                 0        0        0        0        0        0
               JUL      AUG      SEP      OCT      NOV      DEC
                 0        0        0        0        0        0
     2007      JAN      FEB      MAR      APR      MAY      JUN
                 0        0        0        0        0        0
               JUL      AUG      SEP      OCT      NOV      DEC
                 0        0        0        0        0        0
          PRIOR TO 2005:     0
```


ERROR RECORDS

A listing of erroneous records (up to 20 records per exception code)
will appear here. The fields shown below will be displayed for each
record:

1-2	Spaces	2
3-4	Error Code	2
5-7	Spaces	3
8-16	Social Security Number	9
17-36	Last Name	20
37-51	First Name	15
52-66	Middle Name	15
67-74	Date of Death	8
75-82	Date of Birth	8
83	Sex Code	1
84-85	State Source of Death	2
86	Space	1
87-112	Death Certificate Number	26
113-116	Mother's Maiden Surname	4
117-120	Mother's First Name	4
121-124	Father's Surname	4
125-128	Father's First Name	4
129-130	Place of Birth	2
131	Foreign Country Indicator	1
132	EDR Verify Code	1

Explanation of Entries on the SSA DEATH PROCESS NOTICE - UNVERIFIED EDR & NON-EDR

SSA DEATH PROCESSING NOTICE FOR _____
> This entry shows the name of the State that submitted the records

PROCESSING DATE: MM/DD/CCYY
> This is the date that the UNVERIFIED EDR & NON-EDR records were input to DACUS

REPORTS COUNTS BY TYPE:

> **UNVERIFIED EDR:**
> > **INPUT**
> > > The total number of UNVERIFIED EDR records input to DACUS
> > **PROCESSED**
> > > The total number of UNVERIFIED EDR records that will be processed
> > **EXCEPTED**
> > > The total number of UNVERIFIED EDR records that will not be processed
> > **ERROR RATE**
> > > The percentage of UNVERIFIED EDR records that contain exception conditions
> **NON-EDR:**
> > **INPUT**
> > > The total number of NON-EDR records input to DACUS
> > **PROCESSED**
> > > The total number of NON-EDR records that will be processed
> > **EXCEPTED**
> > > The total number of NON-EDR records that will not be processed
> > **ERROR RATE**
> > > The percentage of NON-EDR records that contain exception conditions
> **TOTAL:**
> > **INPUT**
> > > The total number of UNVERIFIED EDR & NON-EDR records input to DACUS
> > **PROCESSED**
> > > The total number of UNVERIFIED EDR & NON-EDR records that will be processed
> > **EXCEPTED**
> > > The total number of UNVERIFIED EDR & NON-EDR records that will not be processed

ERROR RATE

The percentage of UNVERIFIED EDR & NON-EDR records that contains exception conditions

UNVERIFIED EDR REPORT COUNTS BY YEAR:

REPORT COUNTS BY YEAR are shown for UNVERIFIED EDR records where the DOD occurred in the current year or in one of the two years prior to the current year. For records where the DOD falls in this range, DACUS counts the number of UNVERIFIED EDR records INPUT, PROCESSED and EXCEPTED. Counts for records where the DOD occurred more than two years prior to the current year and records that error out because they do not pass DOD edits (i.e., error code 13 – UNV-EDR DATE OF DEATH) are not included in this section. In addition, the percentage of records that could not be processed is shown in the ERROR RATE.

For each year:

INPUT

The total number of UNVERIFIED EDR records input where the DOD occurred during that year

PROCESSED

The total number of UNVERIFIED EDR records processed where the DOD occurred during that year

EXCEPTED

The total number of UNVERIFIED EDR records that were not processed due to exception conditions where the DOD occurred during that year

ERROR RATE

The percentage of UNVERIFIED EDR records input that contained exception conditions where the DOD occurred during that year

NON-EDR REPORT COUNTS BY YEAR:

REPORT COUNTS BY YEAR are shown for NON-EDR records where the DOD occurred in the current year or in one of the two years prior to the current year. For records where the DOD falls in this range, SSA counts the number of NON-EDR records INPUT, PROCESSED and EXCEPTED. Counts for records where the DOD occurred more than two years prior to the current year and records that error out because they do not pass DOD edits (i.e., error code 03 – NON-EDR DATE OF DEATH are not included in this section. In addition, the percentage of records that could not be processed is shown in the ERROR RATE.

For each year:

INPUT

The total number of NON-EDR records input where the DOD occurred during that year

PROCESSED

The total number of NON-EDR records processed where the DOD occurred during that year

EXCEPTED

The total number of NON-EDR records that were not processed due to exception conditions where the DOD occurred during that year

ERROR RATE

The percentage of NON-EDR records that contained exception conditions where the DOD occurred during that year

An example of the UNVERIFIED EDR & NON-EDR REPORT COUNTS BY YEAR is shown below.

EXAMPLE – a state submits a total of 10 UNVERIFIED EDR and NON-EDR records with the dates of death shown below:

```
Unv-EDR record with DOD 01012004
Unv-EDR record with DOD 01012005
Unv-EDR record with DOD 01012006
Unv-EDR record with DOD 01012007
Unv-EDR record with DOD AAAAAA (ERROR CODE 13 – SURFACE
EDIT – UNV-EDR DATE OF DEATH)
Non-EDR record with DOD 01012004
Non-EDR record with DOD 01012005
Non-EDR record with DOD 01012006
Non-EDR record with DOD 01012007
Non-EDR record with DOD AAAAAA (ERROR CODE 03 – SURFACE
EDIT - NON-EDR DATE OF DEATH)
```

```
        The SSA DEATH PROCESS NOTICE FOR XXXXXXXXXXXXXXXXXX
                        UNVERIFIED EDR & NON-EDR
                    PROCESSING DATE: MM/DD/CCYY
```

REPORT COUNTS

BY TYPE:	INPUT	PROCESSED	EXCEPTED	ERROR RATE
UNVERIFIED EDR	5	4	1	.2000
NON-EDR	5	4	1	.2000
TOTAL	10	8	2	.2000

UNVERIFIED EDR REPORT COUNTS

BY YEAR:	INPUT	PROCESSED	EXCEPTED	ERROR RATE
2005	1	1	0	.0000
2006	1	1	0	.0000
2007	1	1	0	.0000

NON-EDR REPORT COUNTS

BY YEAR:	INPUT	PROCESSED	EXCEPTED	ERROR RATE
2005	1	1	0	.0000
2006	1	1	0	.0000
2007	1	1	0	.0000

ERROR SUMMARY

ERROR CODE	FIELD	SURFACE EDIT	NO MATCH TO SSA	TOTAL
01	NON-EDR SSN	N/A	0	0
02	NON-EDR NAME	N/A	0	0
03	NON-EDR DATE OF DEATH	1	N/A	1
04	NON-EDR DATE OF BIRTH	0	0	0
05	NON-EDR DUPLICATES	0	N/A	0
11	UNV-EDR SSN	N/A	0	0
12	UNV-EDR NAME	N/A	0	0
13	UNV-EDR DATE OF DEATH	1	N/A	1
14	UNV-EDR DATE OF BIRTH	0	0	0
15	UNV-EDR DUPLICATES	0	N/A	0
16	UNV-EDR UNCONFIRMED	N/A	0	0
17	UNV-EDR VERIFICATION DATE	0	N/A	0

ERROR SUMMARY:

CODE 01 - NON-EDR SSN - NO MATCH TO SSA and TOTAL counts
The number of NON-EDR records input where the SSN did not match a valid SSN on SSA's records

CODE 02 - NON-EDR NAME - NO MATCH TO SSA and TOTAL counts
The number of NON-EDR records input where the Name did not match the name for the SSN on SSA's records

CODE 03 - NON-EDR DATE OF DEATH - SURFACE EDIT and TOTAL counts
The number of NON-EDR records input where the DATE OF DEATH failed surface editing routines

CODE 04 - NON-EDR DATE OF BIRTH:
SURFACE EDIT
The number of NON-EDR records input where the DATE OF BIRTH failed surface editing routines

NO MATCH TO SSA
The number of NON-EDR records input where the DATE OF BIRTH did not match the date of birth for the SSN on SSA's records

TOTAL
The total of the SURFACE EDIT and NO MATCH TO SSA counts shown above

CODE 05 - NON-EDR DUPLICATES - SURFACE EDIT and TOTAL counts
The number of duplicate NON-EDR records input

CODE 11 - UNV-EDR SSN - NO MATCH TO SSA and TOTAL counts
The number of UNVERIFIED EDR records input where the SSN did not match a valid SSN on SSA's records

CODE 12 - UNV-EDR NAME - NO MATCH TO SSA and TOTAL counts
The number of UNVERIFIED EDR records input where the Name did not match the name for the SSN on SSA's records

CODE 13 - UNV-EDR DATE OF DEATH - SURFACE EDIT and TOTAL counts
The number of UNVERIFIED EDR records input where the DATE OF DEATH failed surface editing routines

CODE 14 - UNV-EDR DATE OF BIRTH:
SURFACE EDIT
The number of UNVERIFIED EDR records input where the DATE OF BIRTH failed surface editing routines

NO MATCH TO SSA
The number of UNVERIFIED EDR records input where the DATE OF BIRTH did not match the date of birth for the SSN on SSA's records

TOTAL
The total of the SURFACE EDIT and NO MATCH TO SSA counts shown above

CODE 15 - UNV-EDR DUPLICATES - SURFACE EDIT and TOTAL counts
The number of duplicate UNVERIFIED EDR records input

CODE 16 - UNV-EDR UNCONFIRMED - SURFACE EDIT and TOTAL counts
The number of UNVERIFIED EDR records input where a match to SSA records shows that no online SSN verification was performed

CODE 17 - UNV-EDR VERIFICATION DATE - SURFACE EDIT and TOTAL counts
The number of UNVERIFIED EDR records input where the UNVERIFIED EDR VERIFICATION DATE failed surface editing routines

AVERAGE AGE

PROCESSABLE REPORT TYPE - AVERAGE AGE IN DAYS:
UNVERIFIED EDR

This is the average age (in business days) of the UNVERIFIED EDR records that were processed

NON-EDR

This is the average age (in business days) of the NON-EDR records that were processed

ACTUAL AGE

WITHIN 6 BUSINESS DAYS OF DEATH

The number of processed UNVERIFIED EDR records that were received within 6 business days of the date of death in the current year and one year prior to current year.

BETWEEN 7 AND 30 BUSINESS DAYS OF DEATH

The number of processed UNVERIFIED EDR records that were received between 7 and 30 business days of the date of death in the current year and one year prior to current year.

MORE THAN 30 BUSINESS DAYS AFTER DEATH

The number of processed UNVERIFIED EDR records that were received more than 30 business days after the date of death in the current year and the two years prior to the current year.

MONTH AND YEAR OF DEATH - UNVERIFIED EDR AND NON-EDR

This section shows a count of UNVERIFIED EDR and NON-EDR reports broken down by the DATE OF DEATH. A monthly breakdown is shown for the current year and for each of the two preceding years. A yearly total is shown for all reports submitted where death occurred more than two years prior to the current year.

ERROR RECORDS

UNVERIFIED EDR and NON-EDR records that become exceptions will be listed here. Up to 20 records per exception code will be returned. The fields shown below will be displayed for each record:

Position	Field Name	Length
1-2	Spaces	2
3-4	Error Code	2
5-7	Spaces	3
8-16	Social Security Number	9
17-36	Last Name	20
37-51	First Name	15
52-66	Middle Name	15
67-74	Date of Death	8
75-82	Date of Birth	8
83	Sex Code	1
84-85	State Source of Death	2
86	Space	1
87-112	Death Certificate Number	26
113-116	Mother's Maiden Surname	4
117-120	Mother's First Name	4
121-124	Father's Surname	4
125-128	Father's First Name	4
129-130	Place of Birth	2
131	Foreign Country Indicator	1
132	EDR Verify Code	1