



DEFENSE HEALTH AGENCY
115 PURPLE HEART DRIVE
DOVER AIR FORCE BASE, DELAWARE 19902

**Armed Forces Medical
Examiner System**

OMB CONTROL NUMBER: 0720-COFD
OMB EXPIRATION DATE: XX/XX/XXXX

Contacting partners to request that they obtain information necessary to complete a DD 2064

Dialogue for calling an AFMES partner:

Casualty / services

- “Hello ma’am/sir, this is (your name) calling from the Armed Forces Medical Examiner System in Dover, DE. I am calling regarding the death of “Decedent’s Name.” We are attempting to complete a DD2064 (death certificate) for the decedent; however, our records indicate that we are missing necessary information. I am calling to request that you utilize the Death Certificate Information Sheet to obtain the necessary information, then transcribe the information into DCIPS so it populates our system. I will be emailing you a copy of the form. Thank you for your assistance with this matter.”

Partners without DCIPS access (FBI, DOS, Contractors, etc.)

For DOS, FBI, and Contractors, the DC Info sheet is included in the email package we send to the agent / contracting company along with the FAQ and Funeral Home Release. It is to be completed and submitted back to AFMES.

Steps upon receipt of form:

- Provide form to Medicolegal Death Investigator (MDI) or death certificate (DC) team.
 - Complete in accordance with SOP