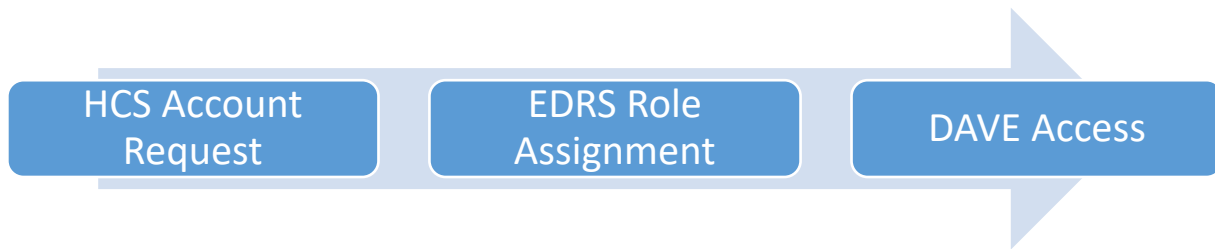




Vital event activity (death, fetal death) is reported in the NYS Database Application for Vital Events (DAVE), accessed through the NYS Department of Health's Health Commerce System (HCS). You must have an HCS account and be assigned an EDRS role to access DAVE.



HCS Account Request

From any Internet browser, go to the [HCS Log in screen](#) and click the **Sign Up Here** link. Follow the on-screen instructions based on your role, with the following exception:

- To set up a new Funeral Firm, contact the NYS Bureau of Vital Records EDRS team at edrs@health.ny.gov

For HCS account questions, including new accounts, access issues or password reset, contact the HCS Commerce Account Management Unit (CAMU). Customer service representatives are available daily at 1-866-529-1890 option 1, from 8:00 a.m. until 4:45 p.m. EST, excluding weekends and holidays or via email at camu@its.ny.gov

EDRS Role Assignment

The HCS Coordinator at the facility with which you are affiliated must assign the appropriate EDRS role, based on your job functions. If you do not know your HCS Coordinator(s), contact CAMU.

HCS Coordinators can follow the [Assign and Remove EDRS Roles in HCS](#) (PDF) guide to assign the correct EDRS role.

DAVE Access

Once you have an HCS account established with an assigned EDRS role, perform the following.

1. From an internet connected device, open a compatible Internet browser.
2. In the browser URL address bar, go to the HCS *Log in* page by typing https://commerce.health.state.ny.us/public/hcs_login.html
3. On the HCS *Log in* page, type your **User ID** and **Password**, then click **Sign In**.
4. From your HCS *Home* page, click **DAVE** in the *My Applications* list to the left of the window.
5. If you are a medical certifier, and have not logged into DAVE before, click on the appropriate title on the *Select Title* page. Otherwise, go to the next step.
6. On the *Select your Office* page, click on the office responsible for the case you are entering.
 - Click the **Click here if profession or office not found** link to re-sync with HCS if an office affiliation is not listed. If still not listed after clicking the link,
 - Contact the facility's HCS Coordinator or CAMU for assistance.
 - (Optional) If you are a medically licensed provider and need to set up an individual profile, click the **Create My Independent Medical Certifier Profile** and complete the fields. This will create an *Independent Medical Certifier* profile (IMC) not affiliated with any existing medical facility/practice.

For DAVE access questions, contact your HCS Coordinator or the EDRS team at edrs@health.ny.gov