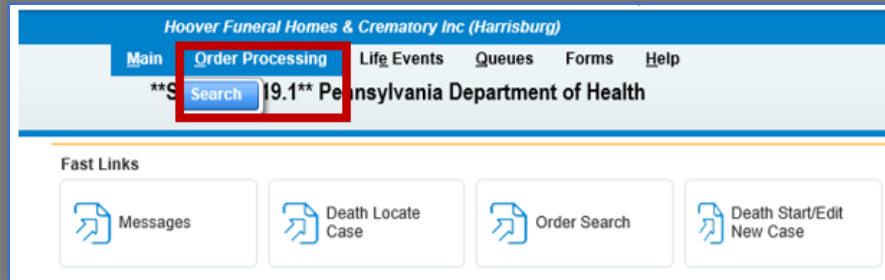


## Checking the Status of a Death Certificate Order

1 Select **Search** under the Order Processing menu.



2 Enter the **Order Number** or the decedent's **First and Last Name** and click **Search**.

**Search for an order**

**Search By Order**

Order Number:

VPS Order Number:

Security Paper Number:

Tracking Number:

Received between  and

**Search by Event Requested**

First Name:

Last Name:

**Search by Applicant**

Organization Name:

First Name:

Last Name:

Phone:

**Search by Matched Event**

Event Type:

Search Criteria 1:

Value 1:

Search Criteria 2:

Value 2:

Maximum records to display:

3 Click on the Order Number for which you want to check the status.

**Results**

Order Number ↑	Date Received	Applicant Name	Event Type	SFN	Registrant Name
<b>20200900000</b>	SEP-01-2020	Hoover Funeral Homes & Crematory Inc (Harrisburg)	Death	355080-2020	James W. Morris
20200800059	AUG-31-2020	Hoover Funeral Homes & Crematory Inc (Harrisburg)	Death	355080-2020	James W. Morris
20200800055	AUG-31-2020	Hoover Funeral Homes & Crematory Inc (Harrisburg)	Death	355080-2020	James W. Morris

Total Records : 3

4

Directly below the order number and funeral home name you find the order status line. In this case, the completed will order will have the order status of Valid/Completed.

**Order Processing Menu**

- Applicant
- Services
- Payments
- Summary
- Switch User

20200900000 :Hoover Funeral Homes & Crematory Inc (Harrisburg)  
/Order Invalid/incomplete/Funeral Home Order

**Order Summary**

Source: Internet - funeral home only      ProCheck / ProID Status:  
Received Date: SEP-01-2020      Fee Effective Date: SEP-01-2020

---

**Applicant Information**

Name: Hoover Funeral Homes & Crematory Inc (Harrisburg)  
Address: 6011 Linglestown Road  
Harrisburg, Pennsylvania 17112  
Attention: Name of person picking up in PO???

**Payment Information**

Type	Amount	User
Paid:	\$0.00	
Due:	\$20.00	
<b>Balance:</b>	<b>\$20.00</b>	

---

**Event Requested**

Event Type: Death      Amend    Mailing Envelope    Mailing Label  
Relation: Funeral Director  
Status: /Personal Valid/Medical Valid With Exceptions/Registered/Signed/Certified/NA/ICD Coding Required

**Comments:**

---

**Matched Events**

Registrant	Match	Total Number of Issuances	Date of Last Issuance
James W. Morris	Yes	0	

**Services**

Service Name	Quantity	Priority	Delivery Fee
-Harrisburg - FH Comprehensive Death CC	1	FH Order	MAIL \$20.00 Issue