



COLORADO

Department of Public
Health & Environment

Dedicated to protecting and improving the health and environment of the people of Colorado

March 22, 2022

Kayla Marler, Local Registrar
Fremont County Vital Statistics
201 North 6th Street
Canon City, CO 81212

Dear Kayla:

On behalf of Colorado's Office of the State Registrar of Vital Statistics, I'd like to extend my congratulations to you and your staff for being one of ten recipients of the 2021 Five Star Performance Award! This award sets a high performance standard for all vital records offices within Colorado and it is a great accomplishment to have fulfilled the criteria.

The performance areas include seven categories: Application Audits, Policy Receipts and Annual Renewals, Surveys, Responsiveness, Timeliness, Completeness, Tracking of Security Paper DCN, COTrain (training modules), and Mailing Recipient Accuracy. The application audits were not done in 2021. Each category has specific criteria, below, that must be met in order to be eligible to receive this award.

Performance criteria:

- ★ 100% on application audits
- ★ All policy receipts and annual renewals signed and returned by deadline
- ★ All surveys completed by the deadline
- ★ Timely responsiveness to inquiries regarding billing, registration and quality assurance
- ★ 100% timeliness on death certificate registration from the local to the state office
- ★ 100% completion of death certificate registration including date, signature, and alteration form; complete registration of unattended home births; all with zero call backs
- ★ 100% tracking of security paper
- ★ Timely completion of all designated COTrain modules for all primary and backup deputies or staff
- ★ No certificates mailed to an incorrect recipient

My sincere thanks and appreciation for your extraordinary accomplishments, professionalism, accuracy and attention to detail. Enclosed is a certificate of appreciation. A trophy award will be mailed separately.

Sincerely,

A. Alex Quintana
State Registrar and Director

