

PRIVACY POLICY NOTICE

Protected Personal Information (PII) and Protected Health Information (PHI)

Birth & Death Records

City of San Antonio's Office of the City Clerk (OCC) maintains paper and digital copies of births and deaths occurring in Bexar County only. OCC is under contract with the Texas Department of State Health Services to provide state abstract birth certificates for persons born in Texas but does not hold or maintain state records.

Confidentiality per the Texas Public Information Act, Government Code Section 552.115.

Birth certificates are confidential records that contain PII with restricted access until 75 years after the file date. Death certificates are confidential records that contain PII and PHI with restricted access until 25 years after the file date. Restricted access records can only be issued to qualified applicants. Proof of relationship or legal interest must be presented.

Birth and death summary index including (name and date of birth / date of death) is available publicly in the searchable *Vital Records Index* on our website at ww.sa.gov/clerk for births or deaths that occurred in Bexar County, Texas.

Vital Records complies with **Title 3 of The Texas Health and Safety Code**. The section of the birth certificate entitled "For Medical and Health Use Only" is not part of the legal birth certificate. Information held by OCC under that section of the certificate is confidential and will not be released, or made public by subpoena or otherwise, even to a qualified applicant. Requests for statistical purposes should be addressed to the Texas Department of State Health Services Vital Statistics Unit as OCC does not maintain statistical data.

For more information regarding the Office of the City Clerk and its Privacy Policies, Contact Debbie Racca-Sittre, City Clerk and Local Registrar at 210-207-4257.