



**MICHIGAN BIRTH DEFECT REGISTRY (MBDR) AND BIRTH DEFECTS REPORTING**

**What is the Michigan Birth Defects Registry (MBDR)?**

The Michigan Birth Defects Registry (MBDR) was established as a statewide reporting system in 1992 to develop statistical data on birth defects; to conduct birth defect surveillance; to conduct studies of birth defect causes and prevention; and to ensure that the families of children with birth defects receive appropriate support services.

**Are there any reporting requirements for Birth Defects in the state of Michigan?**

Yes, the current Michigan Administrative Rules on Birth Defects Reporting Requirements were filed in December of 2017 and can be found on our website:

<https://www.michigan.gov/MBDR>

**How frequently are you required to report Birth Defects?**

Any facility diagnosing a newborn birth defect, as well as any facility diagnosing and/or providing follow-up care for persons with reportable birth defects up to 12 years of age, is required to report Birth Defects data **monthly** to the Michigan Birth Defects Registry (MBDR).

**When should our facility schedule monthly birth defects data submission?**

Monthly birth defects reporting should be scheduled to run between the 10<sup>th</sup> to 15<sup>th</sup> of the month. This is to ensure that all birth defects are documented accurately and completely, including end-of-month newborn birth defects and previous months' delinquent birth defects submissions.

**Our facility does not have a high volume of births. What if we have no birth defects to report during the month?**

If your facility does not have any birth defects (BD) to report by the 15<sup>th</sup> for the previous month, your facility should still submit a file with header row **only**. This will assist the MBDR with State and National birth defects reporting and surveillance requirements and will maintain your facility’s practice of monthly file submission.

**Where do I find the list of required reportable birth defects?**

Reportable birth defects vary by year. A comprehensive list of ICD-10 Codes of Reportable Conditions 2016-Present is available on our website <https://www.michigan.gov/MBDR> under “Reportable Birth Defects”.

**What are the acceptable methods for reporting birth defects?**

Vital Event Registration Application (VERA) System for reporting birth defects, for a child born at your facility with an existing birth registration.

The “MBDR Flatfile Specifications V1.2” and the “MBDR Template Flatfile Specifications V1.2 (.xlsm)” must be submitted via the State of Michigan’s File Transfer Service (FTS), as of this date: 10/6/2022.  
*Note: The Template is a macro-enabled spreadsheet.*

Facilities previously reporting with the Paper Report Form should contact [MDHHS-MBDR@michigan.gov](mailto:MDHHS-MBDR@michigan.gov) for assistance transitioning to the updated reporting requirements.

**Is there a Michigan Birth Defects Reporting manual?**

The most current version of the Michigan BD Reporting Manual can be accessed on our website. Please visit <https://www.michigan.gov/MBDR> and follow the link under ‘Birth Defects Registry’. If you require a physical copy of the Michigan BD Reporting manual, please email us at MDHHS-MBDR@michigan.gov.

**Where can I find Michigan Birth Defects and Michigan Birth Defects Registry (MBDR) resources?**

MiTracking Michigan Environmental Public Health Tracking  
<https://mitracking.state.mi.us/>

Michigan Birth Defects Statistics

<https://www.michigan.gov/mdhhs/inside-mdhhs/statisticsreports/birthdefects>

Michigan Health Statistics

<https://vitalstats.michigan.gov>

National Birth Defects Prevention Network

<https://www.nbdpn.org/>

**Who can I contact for assistance with Michigan Birth Defects Reporting?**

Please use the “Contact Us” link on the MBDR website <https://www.michigan.gov/MBDR> for direct contact information.

**Who should I contact for assistance with reporting birth defects in the Vital Event Registration Application (VERA) System?**

Please email: [MDHHS-MBDR@michigan.gov](mailto:MDHHS-MBDR@michigan.gov) for assistance with the VERA System. There is a VERA training module available that can be accessed in the [courses.mihealth.org](https://courses.mihealth.org) Public LMS. Sign In, open the course, and use the Menu button to access the Course Map. This will display a dropdown menu which you can use to jump directly to the Birth Defects section (about ¾ of the way down, under ‘Other Registries’).

**Who should I contact to update contact information for our facility(ies)?**

Please send an email to [MDHHS-MBDR@michigan.gov](mailto:MDHHS-MBDR@michigan.gov) with any updates to your facility’s contacts.

**STATE OF MICHIGAN (SOM) FILE TRANSFER SERVICE (FTS)**

**How do I set up a File Transfer Service (FTS) with the State of Michigan (SOM)?**

Access to the SOM FTS is initiated as part of the onboarding process for the Michigan Birth Defect Registry’s flatfile V1.2 submission. If you require onboarding assistance, please contact: [michiganbirth.defectsregistry@altarum.org](mailto:michiganbirth.defectsregistry@altarum.org).

**Who do I contact for assistance with establishing the State of Michigan (SOM) File Transfer Service (FTS) connection?**

You should email MDHHS-FTS-Support at: [MDHHS-FTS-Support@michigan.gov](mailto:MDHHS-FTS-Support@michigan.gov).

**How do I verify my State of Michigan (SOM) File Transfer Service (FTS) ID?**

If you require confirmation of your FTS ID, please email MDHHS-FTS-Support at: [MDHHS-FTS-Support@michigan.gov](mailto:MDHHS-FTS-Support@michigan.gov).

**Are we required to use a State of Michigan (SOM) File Transfer Service (FTS) connection to submit our Birth Defects data?**

Yes, as of December 2022 we will no longer accept any Birth Defects reporting via "secure email" or a "secure FTP" established by Birth Defects reporters. All Birth Defects reports submissions must occur through the State of Michigan (SOM) File Transfer Service (FTS) connection.

**MICHIGAN BIRTH DEFECTS REGISTRY'S (MBDR) ELECTRONIC HEALTH RECORD (EHR) FLATFILE SPECIFICATIONS AND SUPPORT**

**Where do I find the latest Michigan Birth Defects flatfile specifications?**

All MBDR Flatfile Specifications V1.2. resources can be found at: <https://www.michigan.gov/mbdr>.

**Can we continue to submit our monthly Michigan Birth Defects data in the fixed-width flatfile format?**

As of December 2022, we will no longer accept reporting in the old, fixed-width Birth Defects flatfile format. If you require assistance transitioning to the updated flatfile specifications, please contact: [michiganbirth.defectsregistry@altarum.org](mailto:michiganbirth.defectsregistry@altarum.org) for assistance.

**Can we continue to submit our monthly Michigan Birth Defects data in Paper Report Form?**

As of December 2022, we will no longer accept Birth Defects Paper Report Form. If you require assistance transitioning to the updated flatfile specifications, please contact: [michiganbirth.defectsregistry@altarum.org](mailto:michiganbirth.defectsregistry@altarum.org) for assistance.

**What is the difference between the "MBDR Flatfile Specifications V1.2" and the "MBDR Template Flatfile Specifications V1.2" available at <https://www.michigan.ov/mbdr>?**

The "MBDR Flatfile Specifications V1.2" is for coders/programmers extracting Birth Defects data out of the reporting facilities' Electronic Health Records (EHR).

"MBDR Template Flatfile Specifications V1.2" is for manual data entry for approved reporting facilities with a small number of reportable Birth Defects cases each month. This template requires Excel macros to be enabled and must be completed as accurately as possible.

**When using the template, I am unable to use the Validation and Export buttons and/or my healthcare organization has disabled macros. What should I do?**

The “MBDR Template Flatfile Specifications V1.2 (.xlsm)” requires the use of macros to validate the data and export it to a CSV file, in the required format. Please contact your Site Administrator for assistance enabling the macros. If your healthcare Site Administrator requires assistance, please contact: [michiganbirth.defectsregistry@altarum.org](mailto:michiganbirth.defectsregistry@altarum.org).

**We have birth defects data from a hospital owned/operated facility (e.g., home health, hospice) that does not have an assigned “Admitting/Reporting Entity” facility code. How should we report this data?**

If the data within your EHR can be identified as belonging to a facility which is owned/operated by your healthcare organization, the data should be submitted using the nearest location with an assigned MBDR “Admitting/Reporting Entity” facility code. Birth Defects data contained within your EHR but not owned/operated by your healthcare organization should be reported with the “Admitting/Reporting Entity” facility code “99999”.

Please contact: [michiganbirth.defectsregistry@altarum.org](mailto:michiganbirth.defectsregistry@altarum.org) for assistance if you are unsure of your “Admitting/Reporting Entity” facility code.

**As a template user, what is my “Submitting Entity” name?**

Please contact: [michiganbirth.defectsregistry@altarum.org](mailto:michiganbirth.defectsregistry@altarum.org) for assistance. The Submitting Entity name in your monthly report should not contain any spaces, e.g., MyFacility.

**Who do I contact if I have questions or require assistance with my Electronic Health Record (EHR) Birth Defects flatfile data extraction?**

Please contact: [michiganbirth.defectsregistry@altarum.org](mailto:michiganbirth.defectsregistry@altarum.org).

**Should the Syndrome Code (data element #42) and Cytogenetic Code (data element #45) fields be populated?**

As of October 1, 2022, these data fields should not be populated. The determination of any Syndrome or Cytogenetic Codes values will be handled by the Michigan Birth Defects Registry (MBDR).