

POSTED

AGREEMENT CONCERNING
VITAL STATISTICS
BETWEEN
THE GOVERNMENT OF CANADA
AND
THE GOVERNMENT OF THE YUKON TERRITORY

AGREEMENT CONCERNING VITAL STATISTICS

BETWEEN:

THE GOVERNMENT OF CANADA, represented by the Minister of Industry, Science and Technology, being the Minister for the purposes of the Statistics Act, R.S.C. 1985, c. S19, (hereinafter referred to as "Statistics Canada"),

OF THE FIRST PART,

AND:

THE YUKON GOVERNMENT, represented by the Commissioner for the Yukon Territory,

OF THE SECOND PART,

WHEREAS, pursuant to section 22 of the Statistics Act, R.S.C. 1985, c. S19, (hereinafter referred to as the Federal Act), the Chief Statistician shall collect, compile, analyse, abstract and publish statistics in relation to numerous matters including health and welfare;

AND WHEREAS, pursuant to section 3 of the Federal Act, the duties of Statistics Canada include: collaborating with departments of government in the collection, compilation and publication of statistical information, including statistics derived from the activities of those departments; and, promoting and developing integrated social statistics pertaining to the whole of Canada and to each of the provinces and territories thereof and to coordinate plans for the integration of such statistics;

AND WHEREAS Statistics Canada and the Yukon require accurate data for the production of current statistics concerning births, deaths, stillbirths and marriages in the Yukon Territory;

AND WHEREAS collaboration in the collection, processing and sharing of information will avoid duplication of surveys, thereby reducing the burden on respondents and the costs of data collection and processing and will provide high quality and timely statistics;

AND WHEREAS the Minister of Industry, Science and Technology may, pursuant to section 10 of the Federal Act enter into any arrangement with the government of a province providing for any matter necessary or convenient for the purpose of carrying out or giving effect to the Federal Act and, in particular, for the supplying of statistical information by any provincial department or provincial officer to the Chief Statistician;

AND WHEREAS, pursuant to section 35 of the Federal Interpretation Act, the definition of the word "province" with respect to all enactments means a province of Canada, and includes the Yukon Territory and the Northwest Territories;

AND WHEREAS the Yukon is willing to provide the data required by Statistics Canada concerning births, deaths, stillbirths and marriages in the Yukon Territory;

NOW THEREFORE, the Parties agree as follows:

DEFINITIONS

1. "Vital Statistics" means data collected by the Yukon concerning births, deaths, stillbirths and marriages.

- (2) The employees of Statistics Canada sworn pursuant to section 6 of the Federal Act are prohibited from disclosing the vital statistics data provided to them by the Department pursuant to this Agreement to any person who is not so sworn unless such a release has been authorized by the Department pursuant to subsection 4(2).
- (3) Notwithstanding subsection 5(2), Statistics Canada may return identifiable data obtained pursuant to this Agreement to the Registrar of Vital Statistics of the Yukon Territory.

NATIONAL REQUIREMENTS

6. (1) Statistics Canada shall use its best efforts to enter into similar agreements with each provincial and territorial government.
- (2) In order to facilitate the responsiveness of the collection methods in use in each province and territory to changes in Canadian society, the parties shall work towards the establishment of an advisory committee consisting of representatives of all government departments supplying vital statistics data to Statistics Canada. The advisory committee is required to review and consider annually relevant policy and operational matters and formulate recommendations for consideration by all governments which are signatories of the agreements referred to in subsection 6(1).
- (3) The advisory committee referred to in subsection 6(2) shall be called the Vital Statistics Council for Canada (hereinafter referred to as the Council) and shall consist of provincial officers responsible for the registration of vital events and federal officials responsible for the production of national vital statistics.
- (4) The Yukon agrees to appoint one representative to sit as a member of the Council.
- (5) The purpose of the Council is to further the evolution of the Canadian System of Vital Statistics by making recommendations for improvement to the respective governments and giving effect to the provisions of this Vital Statistics Agreement regarding the exchange of vital statistics between the provincial and territorial and federal governments.
- (6) The organization and funding of the Council is described in Appendix "B" attached hereto.

OPERATIONAL ARRANGEMENTS

7. The respective obligations of Statistics Canada and the Yukon relating to the transmission of data are described in Appendix "C" attached hereto and the model data sets agreed upon by the Council are described in Appendix "D" attached hereto.

TERM

8. This Agreement comes into force upon signing by both Parties and shall continue in force until terminated in accordance with section 9 herein.

TERMINATION

9. Either Party may terminate this Agreement at any time by giving one (1) year prior written notice to the other party.
10. Any notice to be given to Statistics Canada pursuant to this Agreement shall be addressed to:

Chief Statistician
Statistics Canada
26th Floor
R.H. Coats Bldg.
Tunney's Pasture
Ottawa, Ontario
K1A 0T6

and any notice to be given to the Yukon shall be addressed to:

Deputy Minister
Yukon Territory Department of Health and Human
Resources
P.O. Box 2703
Whitehorse, Yukon Y1A 2C6

PAYMENT

11. Each Party shall bear the cost of fulfilling its obligations pursuant to this Agreement.

AMENDMENT

12. (1) No amendment to this Agreement shall be valid unless it is reduced to writing and signed by the Parties hereto.
- (2) Notwithstanding subsection 12(1), an amendment to Appendix "C" or "D" which has been reduced to writing and signed by the Director of the Canadian Centre for Health Information of Statistics Canada and the Registrar of Vital Statistics of the Yukon is valid.

ANNEXES

13. (1) Appendices "A", "B", "C" and "D" attached hereto shall form part of this Agreement.
- (2) Appendix "A" is provided for information only and may only be amended by Statistics Canada.

MEMBERS OF THE HOUSE OF COMMONS

14. No member of the House of Commons shall be admitted to any share or part of this Agreement or to any benefit to arise therefrom.

ENTIRE AGREEMENT

15. This Agreement constitutes the entire agreement between the Parties with respect to the subject matter of this Agreement and supersedes all previous negotiations, communications and other agreements unless they are incorporated by reference into this Agreement.

IN WITNESS WHEREOF this Agreement has been signed in duplicate on the dates set out below.

FOR THE GOVERNMENT OF CANADA:

Michelle Saguis
Witness

May 1, 1980
Date

Le Jolly

Chief Statistician of Canada
for the Minister of Industry,
Science and Technology

FOR THE YUKON GOVERNMENT:

Mr. Curly
Witness

April 2, 1980
Date

Flora E. Whelan
The Commissioner for the
Yukon Territory

APPENDIX A

POLICY ON MICRODATA RELEASE Statistics Canada Policy Manual Policy No. 4.2

Approved January 28, 1987

POLICY STATEMENT

Statistics Canada will authorize the release of microdata files for public use when:

- a) the release substantially enhances the analytic value of the data collected; and
- b) the Agency is satisfied all reasonable steps have been taken to prevent the identification of particular survey units.

DEFINITION

For the purposes of this policy, microdata are defined as files of records pertaining to individual respondent units.

RESPONSIBILITIES

1. Subject Matter Divisions

The Director of the division is responsible for:

- carrying out initial screening of the microdata file;
- identifying any potential problem areas; and
- submitting the proposal for review to the Microdata Release Committee.

2. Microdata Release Committee

The Microdata Release Committee, established by and reporting to the Confidentiality and Legislation Committee, will:

- review all requests for release of microdata using established criteria;
- review preliminary proposals and offer guidance to sponsoring divisions; and
- identify the need for revision to this policy and make appropriate recommendations to the Confidentiality and Legislation Committee.

The Chairperson of the Microdata Release Committee will provide written authorization to the submitter before a release can take place.

INQUIRIES

Inquiries concerning this policy are to be directed to the Director, Data Access and Control Services, 951-9348.

APPENDIX B

THE VITAL STATISTICS COUNCIL FOR CANADA

Mandate

1. (1) Discuss and make recommendations to the respective governments for the betterment of the Canadian System of Vital Statistics in the areas of:
 - (a) legislation
 - (b) administration
 - (c) operation
 - (d) statistics
 - (e) use of services
- (2) Liaise on an ongoing basis with national/provincial bodies using the Canadian System of Vital Statistics.

Membership

2. (1) Voting
 - (a) Director/registrar/equivalent or designate from each province or territory and co-chairperson
 - (b) Three officials from Statistics, Canada
- (2) Non-voting
Officials involved in the administration of vital statistics legislation or production/analysis of vital statistics

Officers

3. (1) Co-chairmanship
 - (a) elected from among the officials described in paragraph 2(1)(a) of this Appendix
 - (b) appointed by Statistics Canada
- (2) Vice-chairman elected from among the officials described in paragraph 2(1)(a) of this Appendix
- (3) Secretary:- Appointed by Statistics Canada
- (4) All officers will serve a two year term

Meetings

4. Meetings are to be held in Canada at least annually:- in Ottawa every second year and for alternate years in other Canadian locations to be determined by the majority of voting members.

Sub-Committees

5. (1) The Council may form special groups to develop projects of common interest.

- (2) Members of these special groups will be appointed for a two year term by the Council members, and these endeavours will be on a voluntary basis.

Rules and Regulations

6. (1) All business matters shall be decided by a majority opinion of voting members.
- (2) The rules and regulations of the Council may be amended by a notice being given three months before a meeting of all voting members and become effective by a two-thirds majority vote thereof.
- (3) A quorum consists of a majority of voting members.

Federal-Provincial Consultation

7. The Council shall report annually on its activities to the signatories to this Agreement.
8. The Council may provide, not more often than annually, a report on its activities to the Federal-Provincial Consultative Council on Statistical Policy and to the Federal-Provincial/Territorial Conference of Deputy Ministers of Health or other provincial Deputy Ministers responsible for vital statistics.

Funding

9.

OPERATION

STATISTICS CANADA'S
RESPONSIBILITIES

YUKON'S
RESPONSIBILITIES

Council
Meetings

Will host Council meetings and pay travel and local transportation expenses for the voting membership and meeting expenses for at least one meeting each year in Canada.

Will contribute staff time and pay accommodation and sustenance expenses for own members for one meeting each year.

Council
Activities

Will fund expenses for Council activities between meetings:

- a) travel, including local transportation, accommodation and sustenance for sub-committee meetings
- b) secretariat, and
- c) representation at the annual meeting of the Association for Vital Records and Health Statistics.

Will contribute staff time

Will fund analytic and research projects as may be agreed by both parties

Will fund analytic and research projects as may be agreed by both parties

APPENDIX C

OPERATIONAL ARRANGEMENTS

STATISTICS CANADA'S
RESPONSIBILITIES

YUKON'S
RESPONSIBILITIES

OPERATION

**Forms Design
and Printing**

Will design and print a standard form for use across Canada.

Will use the standard form or print own with the standard data set as agreed.

Will print or reimburse the Yukon for printing registration forms for each of marriage, death, birth, stillbirth and physician's notice of birth, as is applicable.

**Data
Collection**

Will provide franking privileges or will reimburse the Yukon for franking costs from the vital event source to the district registrar or equivalent to the division of vital statistics or equivalent.

Will ensure the completion of forms and the collection of records.

Reimbursement will be determined by the following formula:

$$\frac{a}{b} \times \$240,000.00$$

where,

a = Yukon Registrations
b = Canada Registrations.

The above formula will be effective for the 1989/90 fiscal year. In subsequent years, the total amount allocated will be adjusted in accordance with changes in first class postal rates.

**Data
Preparation
and Quality
Control**

Will specify the formats and provide training and manuals with respect to coding as well as standard software and quality control procedures.

Will prepare data in standard electronic form and/or copies of forms as microfilm.

Will provide the specifications and resources to implement quality assessment, control and edit/correction procedures to ensure data reliability and consistency. These routines will be evaluated quinquennially and modified as necessary.

Will code data elements according to the classification systems supplied by Statistics Canada or as may be agreed and provide data:

- a) In machine readable, micrographic or both forms, as specified by Statistics Canada, and

STATISTICS CANADA'S RESPONSIBILITIES

YUKON'S RESPONSIBILITIES

OPERATION

Data Preparation and Quality Control (continued)

b) In the format specified by Statistics Canada.

Will work towards maintaining error levels within bounds specified by Statistics Canada through the implementation and operation of specified edit/correction systems/procedures, and prepare reports documenting the results of quality assessment and control activity.

Will contribute medical classification trainer time, accommodation and travel expenses for trainer and trainees (including ACME and MICAR installations).

Will contribute staff time of cause of death coder trainees.

Data Transmission

Will receive and store in a national data base all electronic records.

Will pay the cost of the Department providing micrographic copies of registration documents and machine readable abstracts as specified by the costing formula.

Will work towards the provision of machine-readable records and will provide micrographic copies of records, at intervals as may be agreed.

Costing Formula

As authorized by Treasury Board, Statistics Canada will pay ten cents (10¢) for each micrographic document provided and use the following formula to determine the amounts payable for the provision of verified machine readable abstracts:

$$\frac{nN}{Kr} \times Wr = \text{annual amount payable}$$

where,
n = No. of characters per record per series

APPENDIX D

MODEL DATA SETS

Definitions:

1. *Essential Data Elements:* All data elements which all jurisdictions agree that they will make a reasonable effort to collect.

2. *Desirable Data Elements:* Data elements which the majority of jurisdictions agree would be useful to have.

LIVE BIRTHS - Essential Data

- Registration Number
- Physician/Other Attendant - Name - Address
 - " " " - Address
- Certification of Informant - Signature
 - " " " - Relationship to Child
 - " " " - Date Signed
- Certification of (Division) Registrar - Signature
 - " " " - Date Signed
- Child - Surname & Given Name(s)
 - " - Sex
 - " - Date of Birth
 - " - Kind of Birth (single, twin, triplet, etc.)
 - " - Birth Order (if multiple birth)
 - " - Place of Birth - Type of Birthplace (hospital/family birth clinic/residence/other (specify))
 - " - " " - Facility Name (if applicable)
 - " - " " - City, Town, or Other (by name)
- Father - Surname & Given Name(s)
 - " - Date of Birth
 - " - Age (at time of birth)
- Mother - Maiden Name & Given Name(s)
 - " - Date of Birth
 - " - Age (at time of birth)
 - " - Usual Residence - Complete Street Address
 - " - " " - City, Town, or Other (by name)
 - " - " " - Province/Country
 - " - Complete Mailing Address (if different from Usual Residence)

LIVE BIRTHS - Desirable Data

- Child
 - Social Insurance Number
 - Place of Birth - Postal Code
 - " " - Inside Municipal Limits
 - " " - County or District
 - Time of Birth
 - Weight at Birth
 - Duration of Pregnancy
 - Apgar Score at 5 minutes
- Father
 - Social Insurance Number
 - Place of Birth - City, Town, or Other (by name)
 - " " - Province/Country
 - Native Status
 - Band/Treaty Number (if applicable)
 - Race
 - Mother Tongue
 - Occupation
 - Kind of Business/Industry
 - Educational Attainment

DEATHS - Essential Data (continued)

" - Place of Injury
 " - Time of Injury
 " - Date of Injury
 " - Circumstances of Injury

DEATHS - Desirable Data

Informant - Address
 " - Relationship to Deceased

Deceased - Social Insurance Number
 " - Health Insurance Number
 " - Marital Status
 " - Usual Residence - Postal Code
 " " " - County/District
 " " " - Province/Country
 " " " - Inside Municipal Limits
 " - Years Living in the Same Community
 " - Usual Occupation
 " - Kind of Business/Industry
 " - Educational Attainment
 " - Native Status
 " - Race
 " - Mother Tongue
 " - Smoking History
 " - Place of Death - Postal Code
 " " " - County/District
 " " " - Inside Municipal Limits
 " - Autopsy Findings Used In Stated Cause of Death (Y/N)

Father - Surname & Given Name(s)
 " - Province/Country of Birth

Mother - Maiden Name & Given Name(s)
 " - Province/Country of Birth

Spouse - Full Name/Maiden Name (if applicable)

PERINATAL DEATHS - Essential Data

Registration Number

Certification of Informant - Signature
 " " " - Date Signed
 " " " - Address

Certification of Death - Name
 " " " - Address
 " " " - Designation
 " " " - Signature
 " " " - Date Signed

Certification of (Division) Registrar - Signature
 " " " - Date Signed

Funeral Director - Name
 " " - Address

Disposition - Method
 " - Date of Burial/Disposition
 " - Name & Address of Cemetery, or Other Place of Disposition

Child/Deceased - Surname & Given Name(s)
 " - Sex
 " - Date of Stillbirth/Birth
 " - Kind of Birth (Single, twin, triplet, etc.)
 " - Birth Order (if multiple birth)
 " - Place of Birth - Type of Birthplace (hospital/family
 birth clinic/residence/other (specify))
 " - " " - Facility Name (if applicable)
 " - " " - City, Town, or Other (by name)
 " - " " - Weight at Birth

PERINATAL DEATHS - Essential Data (continued)

" - Duration of Pregnancy
 " - Date of Neo-Natal Death (if applicable)
 " - Cause of Stillbirth/Perinatal Death
 " - Autopsy Performed (Y/N)
 " - Autopsy Findings Used in Stated Cause of Stillbirth/
 Perinatal Death (Y/N)
 " - Further Information Available Later on Cause of Death (Y/N)
 " - Foetus Dead Before the Use of Manipulative Procedures
 (if applicable) (Y/N)

Father - Surname & Given Name(s)

" - Date of Birth
 " - Age (at time of stillbirth/neo-natal death)

Mother - Maiden Name & Given Name(s)

" - Date of Birth
 " - Age (at time of stillbirth/neo-natal death)
 " - Usual Residence - Complete Street Address
 " - " - " - City, Town, or Other (by name)
 " - " - " - Province/Country
 " - Complete Mailing Address (if different from Usual Residence)
 " - Number of Children Ever Born to This Mother
 " - Number of Liveborn
 " - Number of Stillborn

PERINATAL DEATHS - Desirable Data

Certification of Informant - Relationship to Deceased

Child - Place of Birth - County or District
 " - " - " - Inside Municipal Limits

Father - Social Insurance Number

" - Place of Birth - City, Town, or Other (by name)
 " - " - " - Province/Country
 " - Native Status
 " - Band/Treaty Number (if applicable)
 " - Race
 " - Occupation
 " - Kind of Business/Industry
 " - Educational Attainment

Mother - Social Insurance Number

" - Health Insurance Number
 " - Place of Birth - City, Town, or Other (by name)
 " - " - " - Province/Country
 " - Usual Residence - Postal Code
 " - " - " - Inside Municipal Limits
 " - " - " - County or District
 " - Length of Residence in Present Community
 " - Native Status
 " - Band/Treaty Number (if applicable)
 " - Race
 " - Occupation
 " - Kind of Business/Industry
 " - Educational Attainment

Prenatal Care - Month of Pregnancy When Begun
 " - " - Type of Practitioner Providing Major Portion

Obstetric Procedures

Method of Delivery

Abnormal Conditions of Newborn

Medical Risk Factors, Concurrent Illnesses & Conditions Affecting Pregnancy
 Complications of Labour and/or Delivery

Congenital Malformations & Anomalies

Manipulative, Instrumental & Other

Operative Procedures for Delivery - Procedures Used (Y/N)¹

" - " - " - Nature of Procedure (if applicable)²

Death Occurred Before Labour (Y/N)

Mother - Parents Married to Each Other (Y/N)

" - Marital Status

PERINATAL DEATHS - Desirable Data (continued)

! Elements of these questions are also contained in Method of Delivery.

MARRIAGES - Essential Data

Registration Number

Place of Marriage - Name of Church/Place Where Marriage was Solemnized
" " - City, Town, or Other (by name)

Date of Marriage

Officiant - Name
" - Signature
" - Date Signed

Certification of (Division) Registrar - Signature
" " - Date Signed

Groom - Surname & Given Name(s)
" - Signature
" - Marital Status
" - Birthdate
" - Age (at time of marriage)

Bride - Surname & Given Name(s)
" - Signature
" - Marital Status
" - Birthdate
" - Age (at time of marriage)

Witness 1 - Surname & Given Name(s)
" - Address
" - Signature

Witness 2 - Surname & Given Name(s)
" - Address
" - Signature

MARRIAGES - Desirable Data

License/Banns Number

Name of License Issuer

Officiant - Address
" - Religious Denomination (if applicable)
" - Certification Number
" - Telephone Number

Certification of (Division) Registrar - Number

Groom - Social Insurance Number
" - Place of Birth - City, Town, or Other (by name)
" " - Province/Country
" - Residence Before Marriage - Complete Street Address
" " - City, Town, or Other (by name)
" " - Province/Country
" - Religious Denomination/Affiliation
" - Number of this Marriage
" - Last Marriage (if applicable) - Manner of Ending (death/divorce)
" " - Date of Death/Divorce
" " - Duration
" - Native Status
" - Band/Treaty Number (if applicable)
" - Ethnicity
" - Occupation
" - Kind of Business/Industry
" - Educational Attainment

Groom's Father - Surname & Given Name(s)
" " - Place of Birth - City, Town, or Other (by name)
" " - Province/Country

MARRIAGES - Desirable Data (continued)

Groom's Mother - Maiden Name & Given Name(s)
 " " - Place of Birth - City, Town, or Other (by name)
 " " - " " - Province/Country

 Bride - Social Insurance Number
 " " - Place of Birth - City, Town, or Other (by name)
 " " - " " - Province/Country
 " " - Residence Before Marriage - Complete Street Address
 " " - " " - City, Town, or Other (by name)
 " " - " " - Province/Country
 " " - Religious Denomination/Affiliation
 " " - Number of this Marriage
 " " - Last Marriage (if applicable) - Manner of Ending (death/divorce)
 " " - " " - Date of Death/Divorce
 " " - " " - Duration
 " " - Native Status
 " " - Band/Treaty Number (if applicable)
 " " - Ethnicity
 " " - Occupation
 " " - Kind of Business/Industry
 " " - Educational Attainment

 Bride's Father - Surname & Given Name(s)
 " " - Place of Birth - City, Town, or Other (by name)
 " " - " " - Province/Country

 Bride's Mother - Maiden Name & Given Name(s)
 " " - Place of Birth - City, Town, or Other (by name)
 " " - " " - Province/Country