What You Need to Know Before Signing Your Baby’s Birth Record

- Naming Your Child
- When the Mother is Unmarried, How to List the Father
- Reviewing the Personal Information on the Record
- Healthy Start Program
- Social Security Number
- How to Obtain a Certification of Your Child’s Birth Record

For more information, contact:
Bureau of Vital Statistics
Post Office Box 210
Jacksonville, FL 32231-0042
904-359-6900
www.floridahealth.gov
Naming Your Child

The birth record is a legal document that will follow your child throughout his or her life. Naming your child is an important decision for both you and your child. Changes to the child’s name can be made, prior to the child’s first birthday, as long as each parent named on the birth record is in agreement to the change. After the child’s first birthday, some corrections may require evidence or supporting documentation. If evidence and/or supporting documentation is required but are not available, a court order may be required directing the change. For more information on correcting the birth record, you may contact the Bureau of Vital Statistics Amendments unit at (904) 359-6900 ext. 9005.

The Birth Record Review

Once the birth registration specialist at the birthing facility has gathered the required information from the medical records, you will be asked to review the personal information on the record to ensure it is correct. This information will be presented to you in the form of a “Hospital Review Sheet”. Be sure to review this information very carefully, are the names spelled correctly, is your mailing address correct? Please note that after the record has been filed with the Bureau of Vital Statistics, changes to the record may require a $20 amendment fee.

How to List the Father When the Mother is Unmarried

If a mother is unmarried, the father of the baby may be added to the birth record if the father acknowledges paternity at the birthing facility or through a court order.

Unmarried parent(s) should be given a DH1568 form before acknowledging paternity. This form explains acknowledging paternity means both mother and father are attesting they are the biological parents of the baby and agree to be responsible for the baby’s financial and medical support until he or she is an adult.

If the father is unavailable at the time of birth, his name can be added after the record has been filed, if both parents are willing to voluntarily acknowledge paternity. This process goes through the Bureau of Vital Statistics’ Paternity Unit, which may be reached at (904) 359-6900 ext. 9004.

Obtaining Your Baby’s Social Security Number

The birth record is a means by which you, as a parent, may obtain a social security number for your newborn. By indicating “Yes” on your baby’s birth record, the Social Security Administration (SSA) will issue a social security number for your baby and a new card will be mailed to you within two to four weeks. The social security number will be helpful to you in filing taxes, obtaining a passport for your child, admission to child care programs, school entrance and other programs.

At the birthing facility, the birth registration specialist will provide you with a copy of a receipt indicating you have applied for your baby’s social security number. The bottom of this receipt contains the Department of Health’s website along with important information regarding health information for your baby such as Florida Childhood Immunization—FLSHOTS, Florida KidCare Insurance, Florida Poison Information Network, and Child Support Enforcement.

Infant Risk Screening

Healthy Start is a free home visiting program that provides education and care coordination to pregnant women and families of children under the age of three. The goal of the program is to lower risk factors associated with preterm birth, low birth weight, infant mortality and poor developmental outcomes. If your child is eligible for the program, with your consent, a Healthy Start representative will contact you regarding the services available to you.