



## EDRS to WHALES Transition

# Removing the EDRS Organization Manager Role

The only function the organization manager has that a workgroup manager doesn't, is the ability to create a new location in EDRS. Because the roles in WHALES are different than EDRS and for a smoother migration, we will turn off the Organization Manager functionality in EDRS on August 4th at 7:00 a.m. If you have a business need to create a new location in EDRS, you can request support through [EDRS@doh.wa.gov](mailto:EDRS@doh.wa.gov).



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July 28, 2023

# WHALES Notifications

Expect big changes to system email notifications regarding case assignment when WHALES death registration module goes live on the evening of November 1.

Email case notifications will only go to 2 email addresses on case assignment:

- One to the email associated with the facility the case is assigned to; AND
- One to the approver assigned to the case

This means if your facility location does not have an email associated with it in WHALES, and you are not the licensed individual assigned to the case, you will not receive an email notification when a case gets assigned to someone in your facility.

Jennifer Foster-Hinman sent two emails to workgroup and organization managers; one on June 21 and the other on July 3 as a reply to the June 21 message. The emails highlight the advantages of using a shared email account for each facility location. If you haven't provided your facility location email, please use this [form](#). Again, we strongly recommend using a shared email account for a facility location.

# User Enrollment

DOH will pull user contact information from EDRS on August 19. This means you have until August 18 to review and update your contact information in EDRS. Any changes made after that will not migrate into WHALES.

Look for information on the enrollment process after September 1. With the migration to WHALES, you will now be required to use SAW—Secure Access Washington—when accessing the WHALES Death Registration module.

To request this document in another format, call 1-800-525-0127. Deaf or hard of hearing customers, please call 711 (Washington Relay) or email [civil.rights@doh.wa.gov](mailto:civil.rights@doh.wa.gov).

# WHALES Roles

The role you have in EDRS now, may not carry over to WHALES. User roles in WHALES are shown in bold below with a brief description of the role.

## **Medical Certifier** **Medical Examiner / Coroner** **Funeral Director**

Receives email notification when case is assigned to the individual. Able to enter and approve a case.

## **Medical Certifier Data Entry** **Medical Examiner / Coroner Data Entry** **Funeral Home Data Entry**

Individual does not receive email notifications; email notifications will be sent to the email associated with the facility. Able to enter data for a case; cannot approve a case.

## **LHJ Approver / Local Deputy Registrar**

Able to reassign cases. Approves or rejects completed cases. On approval, the case is registered.



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