



SOUTH DAKOTA BOARD OF CERTIFIED PROFESSIONAL MIDWIVES

27705 460th Avenue, Chancellor, SD 57015

Phone: 605-743-4451 Email: cpmsdlicense@gmail.com

Home Page: doh.sd.gov/boards/midwives/

Documenting South Dakota Births

SDCL 34-25-8 states that within seven days after the date of each live birth, there shall be filed with the department by electronic means if a facility has such capabilities, or otherwise if electronic means are not available, a certificate of such birth.

South Dakota's birth certificate process is electronic, however because Certified Professional Midwives (CPM) typically assist with deliveries outside of a licensed birthing facility, all the paperwork is submitted directly to the Dept. of Health Vital Records office for registration.

Please find attached the Parents and Certifiers worksheets along with the Voluntary Acknowledgment of Paternity.

Paternity affidavit only applicable if:

1. Mother is not married AND
2. Biological father is to be added to the birth certificate.

The CPM responsible for filing the birth record shall submit the completed, original forms to:
Vital Records, 221 W. Capitol Ave, Pierre SD 57501.

Parent's Worksheets- this is to be filled out by the parents.

- First name- if they do not have a first name picked out yet, they cannot get a birth certificate or social security card.
- Last name- if the mother is married, child can be given any last name. If mother is unmarried, the last name can only be mother's current legal last name, or father's last name (with paternity) or a combination of both names.
- Same gender parents- if the mother who gave birth is married, their spouse may be listed as the 2nd parent.

Certifier Worksheets- this is to be filled out by the attending CPM. If any information is missing, the birth will not be registered until the completed forms are received.

Newborn Screening-If metabolic and/or hearing screenings are refused; check the appropriate box indicating the reason.

Voluntary Acknowledgement of Paternity Affidavit (if applicable)- If parents aren't married and would like to add the father and/or give baby father's last name, this form must be completed and signed in front of a notary public by both parents. With a paternity affidavit, the last name of the child can either be mother's, father's, or a combination of both.

Proof of Pregnancy, Live birth and Mother's Presence in South Dakota at the time of Birth.- Submit the signed *Evidence necessary to establish the facts of birth form* with the other documents.

Birth certificate Availability-Once the birth is filed then the birth certificate is available through the Vital Records Office or at any South Dakota Register of Deeds office. The fee for obtaining a certified birth certificate is \$15. The application (the last page of the Parents worksheet attachment) and valid photo ID is required to obtain a certified copy.



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Social Security card-If requested by the parents on the Parents Worksheets, the card will be mailed directly to them within 6-8 weeks using the mailing address listed for mother.

For additional questions regarding filing birth certificate, please contact:



MARCIE BIG EAGLE

Birth Registration Clerk

Office of Vital Records | Division of Licensure and Accreditation

605.773.3357 | 221 W. Capitol Ave, Pierre, SD 57501

vitalrecords.sd.gov