

Metadata Creation Tool Content Template For Data Stewards

Instructions for use: Please complete all sections in each table below under the ‘FIELD CONTENT’ column. The cells associated with each field in the table will automatically expand to accommodate all of the text that is either typed into the ‘FIELD CONTENT’ column or pasted in from other documents. An * next to a field name indicates that it is mandatory for information to be entered into the adjacent ‘FIELD CONTENT’ cell. *Italic text* in the ‘FIELD’ column denotes that additional information can be added if available. Do not alter any of the field labels in any of the tables. Please use either the Metadata Creation Tool User Guide or the Metadata Content Guidance Document to assist you with completing each cell. If you need further assistance, please call Jeff Patridge (573) 522-8330 or e-mail him Jeff.Patridge@dhss.mo.gov.

I. IDENTIFICATION TAB

A. CITATION PAGE

FIELD	FIELD CONTENT
* CATEGORY	Health
* PUBLICATION DATE	20090126
* TITLE	Maryland Vital Statistics Dataset by County
URL	http://www.vsa.state.md.us/
* NATIVE DATASET ENVIRONMENT	Microsoft Server 2003, Oracle 10g

B. DESCRIPTION PAGE

FIELD	FIELD CONTENT
* ABSTRACT	This data set supports the calculation of percentages and rates describing low birth weight, all causes of deaths, infant mortality and indicators for fertility and sex ratio at birth. Specifically, the data allow calculation of the following measures by year, county, age category, gender, race and ethnicity: (1) percent of live singleton births that are preterm; (2) percent of live singleton births that are very preterm; (3) percent of live singleton births that are very low birth weight; (4) percent of live singleton term births that are low birth weight; (5) infant mortality rate per 1,000 live births; (6) neonatal mortality rate per 1,000 live births; (7) post neonatal mortality rate per 1,000 live births; (8) perinatal mortality rate per 1,000 live births and late fetal deaths; (9) total fertility rate. The data also allow calculation of sex ratio at birth (for singletons only) by year, state and county. For the first release of the Maryland Tracking Network (MTN), Maryland Vital Statistics (VS) data available will be limited to singleton low birth weight and total deaths.
* PURPOSE	The vital statistics surveillance goals for environmental public health tracking

	(021), Garrett (023), Harford (025), Howard (027), Kent (029), Montgomery (031), Prince George's (033), Queen Anne's (035), St Mary's (037), Somerset (039), Talbot (041), Washington (043), Wicomico (045), Worcester (047), Baltimore City (510)
<i>PLACES 3</i>	
<i>PLACES 3 KEYWORD</i>	

F. SECURITY PAGE

FIELD	FIELD CONTENT
* SECURITY CLASSIFICATION SYSTEM	None
* CLASSIFICATION	Unclassified
* SECURITY HANDLING DESCRIPTION	None
* ACCESS CONSTRAINTS	None
* USE CONSTRAINTS	None

II. DATA QUALITY TAB

FIELD	FIELD CONTENT
* PROCESS DATE	20080901
* PROCESS DESCRIPTION	Data are extracted from the Maryland Vital Statistics database using PC SAS. SAS data files were sent to the Maryland EPHT Program. These VS data will be kept in the Maryland EPHT Oracle server.
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<i>PROCESS DESCRIPTION</i>	
* LOGISTICAL CONSISTENCY REPORT	Data accuracy checks are carried out by the data owner at the Maryland Department of Health and Mental Hygiene (DHMH), Vital Statistics

	Administration. Additional data verification procedures are implemented by the MTN epidemiologist/coordinator. The VS data are checked for consistency, extreme values and missing entries.
* COMPLETENESS REPORT	Records used to compile this Vital Statistics dataset are complete for the years reported.

III. ENTITY AND ATTRIBUTES TAB

FIELD	FIELD CONTENT
* OVERVIEW	This data set contains the following fields (defined in the detailed citation below): year, state, county, maternal age, maternal ethnicity, maternal race, fetal gender, live singleton births, preterm births, very preterm births, very low birth weight, live singleton term births, low birth weight, total live births, infant deaths, neonatal deaths, post-neonatal deaths, late fetal deaths, perinatal deaths, and female population. Data available from the MTN will be limited to a subset of these fields: age category, gender, race, Hispanic ethnicity, county of residence and year.
* DETAILED CITATION	Year=Calendar year, State=Maryland FIPS code, County=FIPS code for Maryland's 24 jurisdictions, Maternal Age=Age categories for <18, 18-29, 30-39 and >39 years, Maternal Ethnicity=Maternal Hispanic ethnicity, Maternal Race=Maternal race group, Infant Gender=Infant sex code, Live Singleton Births=Count of live singleton births. This is the intended denominator for calculating the percentages of live singleton births that are preterm, very preterm, and very low birth weight. Preterm births=Count of live singleton preterm births, Very Preterm Births=Count of live singleton very preterm births, Very Low Birth weight=Count of live singleton very low birth weight births, Live Singleton Term Births=Count of live singleton births reaching term. This measure is used to calculate the percentage of live singleton term births with low birth weight. Low Birth weight=Count of live singleton births reaching term, and with low birth weight, Total Live Births=Count of all live births. This is the intended denominator for calculating the infant mortality rate per 1,000 live births, the neonatal mortality rate per 1,000 live births, and the post-neonatal mortality rate per 1,000 live births. Infant Deaths=Count of deaths in the age group 0-365 days, Neonatal Deaths=Count of deaths in the age group 0-27 days, Post-neonatal Deaths=Count of deaths in the age group 28-365 days, Late Fetal Deaths=Count of late fetal deaths (28+ weeks' gestation). This, plus total live births, provides the intended denominator for calculating the perinatal death rate. Perinatal Deaths=Count of perinatal deaths (fetal deaths at 28+ weeks gestation plus deaths among infants 0-6 days old), Female Population=The population (census) of females; this field is duplicated across fetal gender. These population estimates provide the intended denominators for the total fertility rate calculations.

IV. DISTRIBUTION TAB

FIELD	FIELD CONTENT
RESOURCE	This VS dataset contains selected elements taken from the Maryland VS Birth

DESCRIPTION	and Death files.
LIABILITY	Every effort was made to make available the most current, and correct data possible. Nevertheless, inadvertent errors in data can occur. The Environmental Health Coordination Program (EHCP) at DHMH disclaims any responsibility for data errors and inaccuracy of the information that may be contained within the Maryland Vital Statistics dataset. The EHCP at DHMH and the MTN reserve the right to correct changes at any time.
CUSTOM ORDER PROCESS	Distributed through the national environmental public health tracking portal. These data can be obtained from the EHCP at DHMH and the MTN web site.

V. METADATA TAB

FIELD	FIELD CONTENT
* DATE CREATED	20080613
* STANDARD NAME	EPHTN TEMPLATE VERSION 1.1
* ACCESS CONSTRAINTS	None
* USE CONSTRAINTS	None

VI. CONTACTS TAB

A. MATRIX PAGE

FIELD	FIELD CONTENT
* CONTACT 1 NAME	
* CONTACT 1 TYPE	
CONTACT 2 NAME	
CONTACT 2 TYPE	
CONTACT 3 NAME	
CONTACT 3 TYPE	
CONTACT 4 NAME	
CONTACT 4 TYPE	

B. ORIGINATORS PAGE

FIELD	FIELD CONTENT
* PERSON	
* ORGANIZATION	DHMH Vital Statistics Administration, Division of Health Statistics
* TITLE	
USERID	
HOURS	
INSTRUCTIONS	
* PHONE NO. 1	410-764-3514
PHONE NO. 2	
* FAX	
* E-MAIL	

TDD/TTY	
* STREET ADDRESS	Metro Executive Building, 5 th floor, 4201 Patterson Avenue
* CITY	Baltimore
STATE	MD
COUNTRY	U.S.A.
* ZIP	21215

C. DISTRIBUTORS PAGE

FIELD	FIELD CONTENT
* PERSON	Maryland Environmental Public Health Tracking Program
* ORGANIZATION	Maryland Department of Health and Mental Hygiene
* TITLE	Program
USERID	
HOURS	8:00 a.m. to 4:30 p.m.
INSTRUCTIONS	Provide a description of requested data or data analysis, or interpretation of obtained results to Maryland EPHT Program representative at time of contact.
* PHONE NO. 1	410-767-6661
PHONE NO. 2	
* FAX	410-333-5995
* E-MAIL	jbraggio@dhmh.state.md.us
TDD/TTY	
* STREET ADDRESS	201 West Preston St., 3 rd Floor
* CITY	Baltimore
STATE	Maryland
COUNTRY	U.S.A.
* ZIP	21201

D. METADATA CONTACTS PAGE

FIELD	FIELD CONTENT
* PERSON	John T. Braggio, PhD, MPH
* ORGANIZATION	Maryland Department of Health and Mental Hygiene
* TITLE	Coordinator/Epidemiologist
USERID	
HOURS	8:00 a.m. to 4:30 p.m.
INSTRUCTIONS	Provide a description of requested data or data analysis, or interpretation of obtained results to Maryland EPHT Program representative at time of contact.
* PHONE NO. 1	410-767-6661
PHONE NO. 2	
* FAX	410-333-5995
* E-MAIL	jbraggio@dhmh.state.md.us
TDD/TTY	
* STREET ADDRESS	201 West Preston St., 3 rd Floor
* CITY	Baltimore

STATE	Maryland
COUNTRY	U.S.A.
* ZIP	21201