

1. Log in to NFR-CRS - <https://data.ncfrp.org/>.
2. Click on Manage Cases in the left menu bar. In the Manage Cases Section, click "Create Cases From Import" on the top.




3. Enter the date of death, first name, and last name from the list provided, then press "Search cases."
- The search fields are not case sensitive (VonTrapp is the same as Vontrapp).
 - The search will not match if spaces are inserted or omitted (Von Trapp is not the same as VonTrapp).

A screenshot of the 'Create New Case From Import' page. The left sidebar is the same as the previous screenshot. The main content area has a title 'Create New Case From Import'. Below the title is a table with columns: Last Name, First Name, Death Cert #, Birth Cert #, Death Date, Manner of Death, Actions, and Status. The table is empty, showing 'No data available in table'. Below the table is a 'Showing 0 to 0 of 0 entries' message and 'Previous' and 'Next' navigation buttons. Below the table is a 'Search Imports:' section with three input fields: 'Date of Death' (with a calendar icon), 'First Name', and 'Last Name'. A red arrow points to the 'First Name' input field. At the bottom of the search section is a 'Search Cases' button.

Main
Your Account
Enter New Case
Manage Cases
Standardized Reports
Data Explorer
Prevention
Help
Logout

Saving Lives Together



Create New Case From Import

10 records per page

Last Name	First Name	Death Cert #	Birth Cert #	Death Date	Manner of Death	Actions	Status
Last Child 1	First Child 1	DC12345	BC12345	1-1-2001		<div>Create</div> <div>New</div>	

Showing 1 to 1 of 1 entries

← Previous

1

Next →

Search Imports:

Date of Death

01/01/2001

First Name

First Child 1

Last Name

Last Child 1

Please note: Only new cases that have not previously been created will appear on this list. To find a created case, click “Manage Cases” and search for the case in the “Search Cases” field.

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