

## *Congratulations on the birth of your new little Texan!*

Texas Vital Statistics would like to take this opportunity to answer some most commonly asked questions about birth certificates in Texas...

### **“How do I get a copy of my baby’s birth certificate?”**

You can request and purchase a certified copy of your child’s birth certificate from the local registrar’s office located in the city where the birth occurred, or from the Texas Vital Statistic office located in Austin, Texas, approximately 2-3 weeks after the birth of your child

#### **CITY OF MINERAL WELLS ANNEX OFFICE**

**115 SW 1<sup>ST</sup> STREET MINERAL WELLS,**

**TEXAS 76067**

**940-328-7733**

A *Certified Birth Certificate* is a permanent legal document filed in the State of Texas that establishes your child’s identity and is used to apply for medical or government services, passports, school admission, etc.

### **“When will I receive my baby’s social security card?”**

If you answered “Yes” to the question, “Apply for baby’s social security number?” the birth information will be forwarded to the Social Security Administration as soon as the Texas Vital Statistic office receives the data from the hospital. The Social Security Administration then requires 2-3 weeks to process the information. A social security card will be mailed to the mother’s mailing address as provided in this worksheet. The entire process usually takes 4-6 weeks to complete.

***THE NUMBER TO THE SOCIAL SECURITY OFFICE IS 1-800-772-1213***

### **“When will I receive my baby’s Medicaid number?”**

If you provided an answer for the question “Mother” Medicaid Name?” and “Mother’s Medicaid Number?”, the birth information will be forwarded to the Medicaid office as soon as the Texas Vital Statistic office receives the data from the hospital. Medicaid then requires 2-3 weeks to process the information. An Infant Medicaid card will be mailed to the mother’s mailing address as provided in this worksheet. The entire process usually takes 4-6 weeks to complete.

#### **HELPFUL PHONE NUMBERS**

AOP Information	1-866-255-2006	<a href="http://www.oag.state.tx.us">www.oag.state.tx.us</a>
Child Support Division	1-800 252-8014	
City of Mineral Wells Annex Office	940-328-7733	
PPGH Birth Registrar	940-328-6246	Hours are Monday-Friday 7:30 AM-4:00 PM
Texas Vital Statistics	1-888-963-7111	<a href="http://www.dshs.state.tx.us/VS">www.dshs.state.tx.us/VS</a>