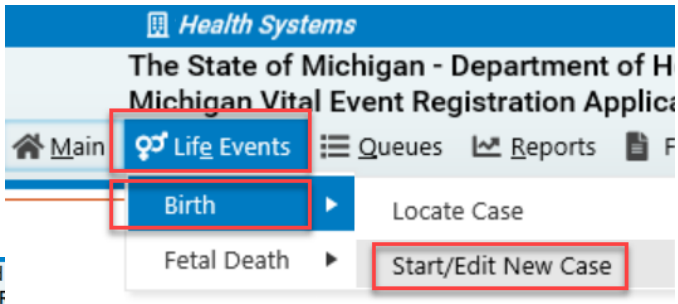
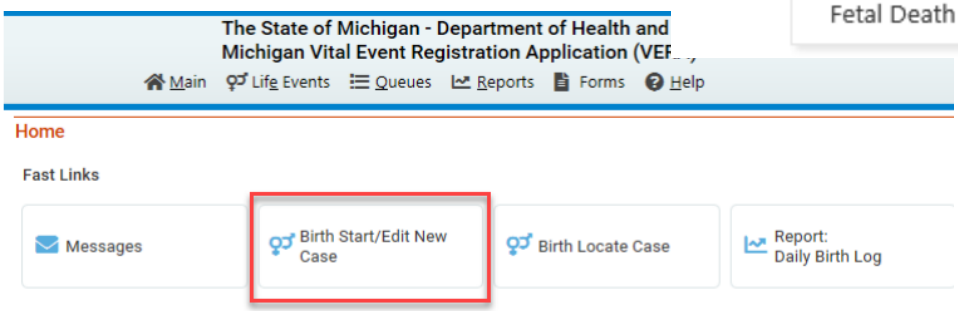
How-To Start a New Birth Case in VERA

From your VERA home page, create a new case either by using the main menu or your fast links.

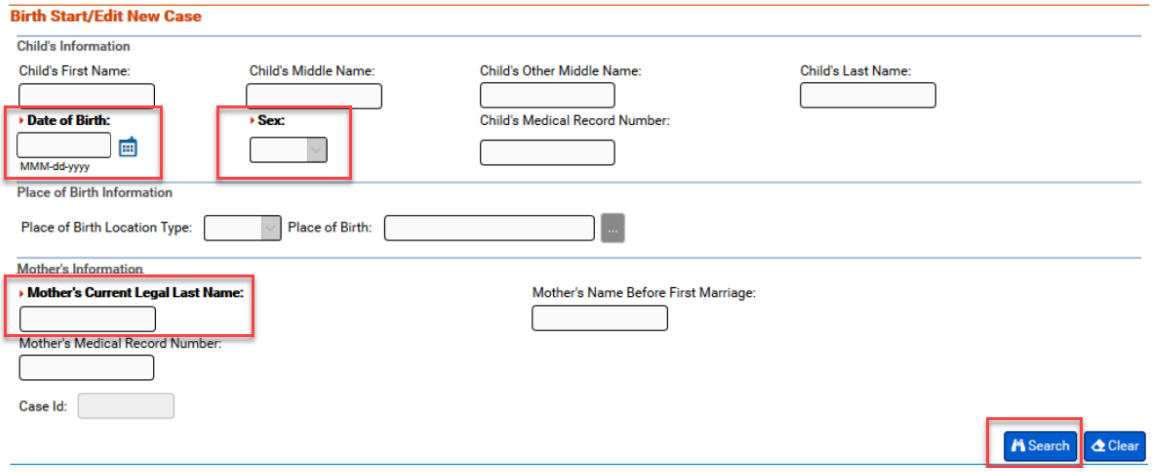
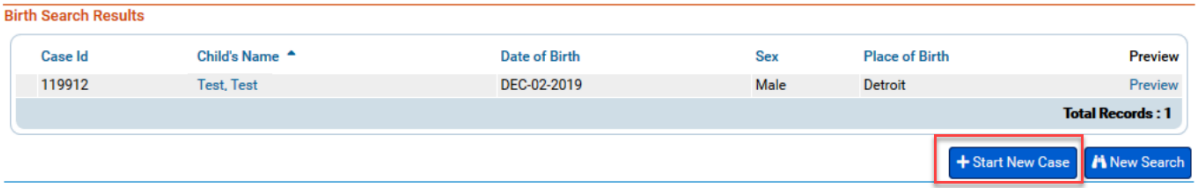
From the main menu, hover over **Life Events**, then **Birth**, then **Start/Edit New Case**.





Or you can use the Fast Links button for **Birth Start/Edit New Case**.

Complete the required fields, indicated by a red arrow. Hit enter or click **Search.**



Search results will be displayed if already in the system. To create a new case, click on **+Start New Case**