



Virginia Department of
Health Professions
Board of Funeral Directors and Embalmers

**Ad Hoc Committee Meeting
on Internships**

July 10, 2018

The Virginia Board of Funeral Directors and Embalmers convened for an Ad Hoc Committee Meeting on Internships on Tuesday, July 10, 2018 at the Department of Health Professions, Perimeter Center, 9960 Mayland Drive, 2nd Floor, Training Room #2, Henrico, Virginia.

BOARD MEMBERS PRESENT:

Blair Nelsen, FSL, Committee Chair
R. Thomas Slusser, Jr., FSL, Committee Member
Joseph Frank Walton, FSL

DHP STAFF PRESENT FOR ALL OR PART OF THE MEETING:

Corie Tillman Wolf, Executive Director
Lynne Helmick, Discipline Deputy Director
Sarah Georgen, Licensing and Operations Manager
Heather Wright, Program Manager

OTHER PARTICIPANTS:

Janet Stephens, Associate Professor, John Tyler Community College

QUORUM:

With 2 members present at the meeting, a quorum was established.

CALL TO ORDER

Mr. Nelsen called the meeting to order at 1:06 p.m. and asked the Board members and staff to introduce themselves.

PUBLIC COMMENT

There was no public comment.

PURPOSE OF THE MEETING:

Mr. Nelsen stated that the purpose of the meeting was to draft regulations regarding the student embalming of cadavers in order to present to the full Board as recommended regulatory language.

DISCUSSION

STUDENT EMBALMING

Current and Proposed Structure of Student Embalming Courses in Mortuary Science Programs

Mr. Nelsen opened the floor for discussion, and requested that Ms. Stephens and Mr. Walton provide insight on the anticipated implementation of student embalming in funeral establishments based on their knowledge as faculty members at accredited mortuary science programs for further discussion by the Committee.

Ms. Stephens provided the Committee with a Funeral Services Preceptor Manual and Training, as well as a PowerPoint presentation of the Preceptor Training provided by John Tyler Community College (JTCC). She briefly discussed the contents of the information and stated that JTCC has implemented a maximum of two students per cadaver until state regulations were approved.

Mr. Nelsen stated that the Board wanted to ensure adequate instruction, ability to supervise, and continuity in the process of instruction and outcome for students. Mr. Walton agreed that legislation of this issue was necessary and suggested that the Committee consider three to four students per cadaver, which would allow two students to work and two students to observe.

The Committee discussed the condition of the preparation room and Mr. Walton requested if the inspection report could be shared with schools to ensure that students are not working with location with disciplinary action or inspection issues. Ms. Helmick stated that the Board was unable to release inspection reports due to specific statutory exemption as outlined in §54.1-2400.2 of the Code of Virginia.

Mr. Walton requested the Committee to consider the American Board of Funeral Service Education (ABFSE) requirements regarding the preparation room requirements.

Recommendations Regarding Student Embalming Regulations

Upon discussion of the proposed requirements for students assisting with embalming, the Committee recommended that the mortuary education program verify that the funeral establishment holds a current, unrestricted license issued by the Board (requirement no. 1); that the mortuary education program, the training site, or preceptor meet the requirements of the ABFSE regarding the preparation room, number of embalmings per year, and qualification of licensees or embalmers (requirement no. 2); and specify the permission to embalm should be listed on the authorization to embalm form and ensure consistency in the wording used to reference the form (requirement no. 5).

FUNERAL SERVICE INTERNSHIP PROGRAM

Supervision of Funeral Service Interns During Embalming Procedures

The Committee briefly discussed the supervision of funeral service interns during the embalming procedures and made no recommendations on the current requirements and regulations at this time; however, the regulations may be further reviewed during the periodic review to ensure internal consistency.

Recommendations Regarding Periodic Review of 18VAC65-10-10 et seq. Regulations for the Funeral Service Internship Program

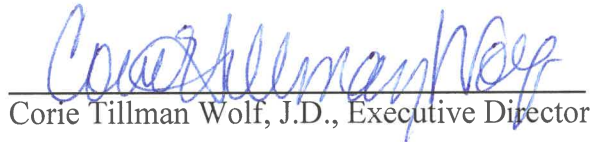
Ms. Tillman Wolf requested the Committee to review the staff recommendations which included revisions to typos (18VAC65-40-110, 18VAC65-40-220), reference to electronic renewal notices (18VAC65-40-90), possible clarification of supervision for funeral interns (18VAC65-40-10, 18VAC65-40-250, 18VAC65-40-340), possible changes to language that relates to deduction of credit hours for late intern reports (18VAC65-40-320, 18VAC65-40-330), and clarification of the discipline provision to include compliance with applicable statutes (18VAC65-40-640).

By a previously filed public comment, Ms. Stephens requested the Board review the number of required hours for an internship (18VAC65-40-130).

ADJOURNMENT

With all business concluded, the meeting adjourned at 2:35 p.m.


Blair Nelsen, FSL, Chair


Corie Tillman Wolf, J.D., Executive Director

Date 7/31/18

Date July 31, 2018