



**FROM THE
EXECUTIVE DIRECTOR**
Cheryl L. Grossman

The COVID-19
Pandemic has been a
challenge to everyone.

Our Board and staff have
been working diligently
on your behalf in
answering questions and
addressing concerns as
we all face a new way to
operate.

At this writing, many of
our staff are working
remotely.

Please continue to
submit your questions
and suggestions via
email. Thank you.



info@funeral.ohio.gov

INDIGENT BURIAL AND CREMATION SUPPORT PROGRAM

The State of Ohio Board of Embalmers and Funeral Directors has a new program titled Indigent Burial and Cremation Support Program.

The purpose of the program is to reimburse local government entities for the costs of providing burials and cremations to indigent deceased persons.

An authorized representative from the local government entity can submit a Reimbursement Application Form for the actual costs charged or contracted to perform final disposition of an indigent deceased person. Reimbursements shall not exceed \$1000 for an adult or \$750 for a child.

For detailed information and access to the Reimbursement Application Form please refer to the State of Ohio Board of Embalmers and Funeral Directors website.

www.funeral.ohio.gov/Resources

DATES TO REMEMBER

JUNE 17, 2020

Board Meeting

JULY 1, 2020

ARPPS 2020 Q2
Filing Available

JULY 3, 2020

Board Office Closed

JULY 15, 2020

Board Meeting

AUGUST 19, 2020

Board Meeting

AUGUST 31, 2020

Deadline to Apply for CE
Medical/Hardship Waiver

AUGUST 31, 2020

ARPPS 2020 Q2
Due

ABOUT UPCOMING BOARD MEETINGS

Due to the COVID-19 pandemic, please note that the Meetings, Dates, Times, Locations, and Method to Convene are **subject to change**. Check our website for current meeting information.

REMAINING 2020 BOARD MEETING DATES **TENTATIVE**

JUNE 17

JULY 15

AUGUST 19

SEPTEMBER 16

OCTOBER 14

NOVEMBER 18

DECEMBER 16

ANNUAL AND QUARTERLY REPORTING

UPDATES

Annual Preneed Reports

submit PAPER COPIES via MAIL

Please mail your Annual Preneed Report if you have not already done so. You will receive email notification that it has been received.

ARPPS

submit ONLINE at www.funeral.ohio.gov

Quarterly ARPPS Reports (Automated Reporting Preneed Payment System) can be accessed at www.funeral.ohio.gov/ARPPS

- **ARPPS 2020 Q1** filing due to the Board by **MAY 31, 2020**
(sold between 1-1-2020 through 3-31-2020)
*Please submit even if filing late
- **ARPPS 2020 Q2** filing will be available July 1, 2020 and will be due to the Board by **AUGUST 31, 2020**
(sold between 4-1-2020 through 6-31-2020)

FAQs Preneed Recovery Fund

Q: How do we explain the Preneed Recovery Fund to our families?

A: The Board has drafted the **Preneed Recovery Fund Consumer Letter** that can be used while a consumer is purchasing a preneed funeral contract. The letter provides a general overview of the Preneed Recovery Fund and can be found on the Board website.

Q: Do I need to disclose to the consumer the existence of the Preneed Recovery Fund?

A: Yes, you need to disclose the existence of the Preneed Recovery Fund **during the sale of the preneed funeral contract.**

Q: Can a funeral home that covered a service for an individual with a missing preneed funeral contract apply for reimbursement?

A: No. The Preneed Recovery Fund is a fund designed with specific legislative intent to benefit consumers who purchased a preneed funeral contract. **The consumer, however, may assign reimbursement received from the fund to the funeral home that covered the service.**

You can find more Frequently Asked Questions and Answers at:
www.funeral.ohio.gov/ARPPS



INSPECTIONS

After being sidelined for two months due to the COVID-19 pandemic, our State Inspectors are finally hitting the road again.

Eric, Troy and Julie began making their rounds in their respective territories starting the week of May 18, 2020.

In effort to reduce the potential spread of COVID-19, your Inspector will arrive wearing an N95 mask and surgical gloves, which will remain on for the duration of the inspection.

In order to minimize exposure, inspections will not take place during visitations or funeral services.

Additionally, inspections for new funeral homes and crematories may now be scheduled. Please contact the Inspector of your respective territory to do this.

Inspectors welcome any questions you may have pertaining to inspections and the facilities you maintain. The Board appreciates your continued cooperation.

Eric Anderson

EAnderson@funeral.ohio.gov

Julie Clevenger

JClevenger@funeral.ohio.gov

Troy Seehase

TSeehase@funeral.ohio.gov

CONTINUING EDUCATION

LICENSED EMBALMERS AND FUNERAL DIRECTORS

2 Year Waiver of the Continuing Education Requirements (must apply every 2 years)

August 31, 2020

Deadline to apply for a Continuing Education Medical/Hardship Waiver

Continuing Education Requirements Compliance Deadline

December 31, 2020

If you were licensed in 2019 or 2020 these requirements do not apply until the next compliance period (2021-2022)

CONTINUING EDUCATION REQUIREMENTS

Section 4717-9 of the Ohio Administrative Code

Effective January 2019

- December 31, 2020 remains the Continuing Education compliance deadline. The deadline is always on December 31 of an even year.
- **18 total hours** of Continuing Education programs are required.
- **12 hours of the 18 total hours** of Continuing Education can be fulfilled through programs that are conducted online. Below are the online providers which the Board has approved for the 2019-2020 compliance period.
Online CE Providers
 - Cincinnati College of Mortuary Science (CCMS) - www.ccms.edu
 - Elite Professional Education, LLC - www.elitecme.com
 - Funeral Continuing Education - www.FuneralContinuingEducation.com
 - Ohio Funeral Directors Association (OFDA) - www.OFDAonline.org
 - WebCE - www.WebCE.com
- A minimum of **6 hours** of Continuing Education shall be fulfilled through programs which are conducted in person, face to face, and open to all Ohio licensees.
- **5 hours of the 18 total hours** of Continuing Education shall be fulfilled through programs (online or in-person) addressing the following topics:
 - **1 hour** - Ethics
 - **2 hours** - Preneed
 - **2 hours** - Laws and Rules regulating the practice of Funeral Directing, Embalming, and Cremation
- The Board now permits **30-minute** Continuing Education courses.
- The Board **no longer approves** Continuing Education programs in booklet form (paperback, hardback, downloads, DVD).
- An individual licensee seeking credit for attendance and participation in an educational activity **out-of-state**, which is not approved prior to the date of the activity, shall submit online a Request For Credit through the licensee's eLicense account. The request must include documentation of the activity, its dates, subjects, certificate of completion, instructors and their qualifications, and the number of credit hours being requested. The request must be submitted online via your eLicense account **within 30 days after the completion of such activity**.

LICENSING

APPRENTICE INTERVIEWS

Please be sure to watch your email for any upcoming apprenticeship interviews that you may be ready for. All 6- and 18-month interviews are being held via teleconference. You will also need to attend a live teleconference Board meeting as well.

If you have completed your 6- or 18-month interview and are ready to take any exams, you will need to email Kim Grossman so she can approve and send your information to The Conference.

WALL CERTIFICATES AND POCKET CARDS

We are working hard to get all wall certificates and pocket cards in the mail. Our staff is working remotely and it may take a little longer than usual.

If you have not received your certificate or pocket card from a recent Board approval, please send an email to Kim Grossman so she can check the status of your mailing.

CONTACT US

Cheryl L. Grossman, *Executive Director*
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Jarrold Williams, *Compliance*
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Danny Finrock, *Continuing Education*
DFinrock@funeral.ohio.gov

Kim Grossman, *Certification and Licensure*
KGrossman@funeral.ohio.gov

Derek Bogner, *Preneed Recovery Fund/ARPPS*
DBogner@funeral.ohio.gov

FBI and BCI BACKGROUND CHECKS

If you are an Apprentice, or a Licensee applying for an additional license, we must have a current FBI and BCI background check on file for you, along with any previous certification that has been issued.

IMPORTANT: Once you submit a background check to us it is good for 1 YEAR.

After the 1 YEAR, you must resubmit another background check if you are still working on obtaining your licensing.

STAY CONNECTED

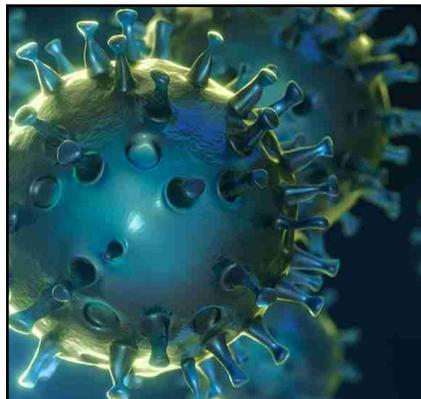
If you have any questions, comments, or concerns regarding licensing, or just want to say Hello...please reach out to Kim Grossman via email. She is here to help YOU.
KGrossman@funeral.ohio.gov

DO WE HAVE YOUR CURRENT EMAIL ADDRESS?

PLEASE VERIFY IN eLICENSE

Most communications you will receive from the Board are sent via email.

Please make sure you have a current email address and home address updated on your eLicense account.



Stay up to date with Governor DeWine's latest news releases, Health Orders, CDC guidance, and other communications regarding COVID-19 at our website.

www.funeral.ohio.gov

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BOARD MEMBERS

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BOARD STAFF

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 Derek Bogner, **Preneed Recovery Fund/ARPPS**
 Eric Anderson, **Inspector**
 Julie Clevenger, **Inspector**
 Troy Seehase, **Inspector**