

West Virginia Board of Embalmers and Funeral Directors

obsolete



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OFFICE
Vincent F. Mancinelli
Executive Secretary
108 Holland Avenue (WO)
Morgantown, West Virginia 26505

January 17, 1981

u/s/c
Feb 12, 1982
to June 12, 1985

Curtis B. Trent, Jr.
Office of the Secretary of State
Administration Regulation Division
Room 157
Capitol Building
Charleston, West Virginia 25305

FILED IN THE OFFICE OF
A. JAMES MANCHIN
SECRETARY OF STATE
THIS DATE *1-20-82*

Dear Curtis:

Enclosed are the regulations adopted by the West Virginia Board of Embalmers and Funeral Directors. A notice of the public hearing was sent to your office in November 1981 along with the Administrative Regulations copy. This office previously sent your office three copies and sent notices to Attorney John R. Homburg. Presently you will find two copies of the "West Virginia Administrative Regulations, Board of Embalmers and Funeral Directors" Subject: Licensing Requirements, and a second copy of the Public Hearing which should also be recorded in your office. This office has also sent seventeen copies of the enclosed to Mr. Homburg per his request.

As I understand it, the enclosed will be in effect within thirty days of the Public Hearing (February 12, 1982).

Thank you for your assistance in the adoption of these very important Administrative Regulations. If you need to contact this office, please call 304-292-9494.

Sincerely,
Vincent F. Mancinelli
Vincent F. Mancinelli,
Executive Secretary

Enc.

FILED IN THE OFFICE OF
A. JAMES MANCHIN
SECRETARY OF STATE
THIS DATE 1-20-82

NOTICE OF PUBLIC HEARING

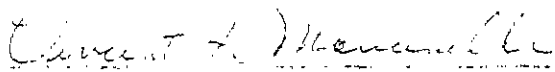
Pursuant to Chapter 29A, Article 3, of the West Virginia Code of 1931, as amended, the Board of Embalmers and Funeral Directors shall convene a public hearing held at West Virginia University

Little Lar Theatre 1:00pm on the 12th day of January, 1982, in Morgantown, W. Va., for the purpose of taking evidence in proposed regulations pertaining to licensing requirements for embalmers and funeral directors.

All interested parties may either appear and be heard at the hearing or present written statements to the West Virginia Board of Embalmers and Funeral Directors, 108 Hilland Avenue (WV), Morgantown, West Virginia 26505, on or before January 12, 1982.

All presentions, both oral and written, shall be limited to the issues to be found in the proposed regulations, copies of which may be obtained from the Board of Embalmers and Funeral Directors, Telephone--(304) 292-9494.

Dated: November 24, 1981


VINCENT L. MACINTYRE
Executive Secretary--West Virginia
Board of Embalmers and Funeral Directors

FILED IN THE OFFICE OF
A. JAMES MANCHIN
SECRETARY OF STATE
THIS DATE 1-20-82

WEST VIRGINIA ADMINISTRATIVE REGULATIONS
BOARD OF EMBALMERS AND FUNERAL DIRECTORS

Chapter 30-6

Series I

(1981)

Subject: Licensing Requirements

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WEST VIRGINIA ADMINISTRATIVE REGULATIONS
BOARD OF EMBALMERS AND FUNERAL DIRECTORS

Chapter 30-6

Series I

(1981)

Subject: Licensing Requirements

Section 1. General

1.01. Scope--These regulations relate to and elaborate upon licensing requirements and procedures.

1.02. Authority--These regulations are issued under authority of Chapter 30, Article 6, Section 3, of the West Virginia Code of 1931, as amended.

1.03. Effective Date--The effective date of these regulations shall be _____.

1.04. General Purpose--The general purpose of these regulations is to establish uniform standards and procedures with respect to licensing requirements.

Section 2. Prerequisites to examination

2.01. No person shall be entitled to sit for either a funeral directors or embalmers examination until he supplies the Board with the following documentation:

(a) A certified copy of a birth certificate establishing the applicant's age at eighteen or over;

(b) An affidavit of United State's citizenship (See Form A);

(c) Two letters from persons who have known the applicant for at least five years preceding application, who are not related to the applicant, and can attest to the applicant's moral character and temperate habits (See Form B);

(d) A copy of the applicant's high school diploma or its equivalent;

(e) A certificate of college level training to be completed by a dean of academic affairs or an equivalent officer of an accredited college or university which offers a baccalaureate degree (See Form C);

(f) A copy of a diploma of graduation from an approved school of embalming;

(g) A certificate of completion of one-year full-time apprenticeship (See Form D);

(h) The payment of any statutory fees proscribed for examination.

Section 3. Administration of Examinations

3.01. Examination--Examinations prepared by the National Conferences shall be utilized by the Board. Passing grades are established as follows: Embalmers Section --70%
Funeral Directors Section--75%

3.02. Grading--Examination grading shall be performed by an independent professional. No employee or member of the Board shall take part in the grading of examinations.

3.03. Monitoring of Examinations--Employees or members of the Board may monitor examinations provided they have no relatives or employees sitting for the examination.

3.04. Exemption from Embalming Sections of Examination--Individuals who have successfully passed the National Conference Board exam shall be excused from and credited with passing the embalming sections of the West Virginia State Licensing Examination.

3.05. Inspection of Examinations--Any individual who fails either section of an examination shall be afforded an opportunity to inspect said section or sections.

Section 4. Information Relating to Licensing Requirements

4.01. Response to Inquiries--To avoid inconsistency, all inquiries relating to any facet of licensing requirements shall be directed to the full Board through its executive secretary. If any employee or member of the Board shall be asked to provide such information or interpretation, he shall refrain from responding, but he shall reduce the inquiry to written form and direct it to the full Board through its executive secretary.

FORM A

I, _____, being duly sworn say that I am
name of applicant
a citizen of the United States of America.

Signature of Applicant

Taken, subscribed and sworn to before me, a Notary Public,
this _____ day of _____, 19____.

My Commission expires _____.

Notary Public

