



PENNSYLVANIA STATE BOARD OF FUNERAL DIRECTORS

BiYearly Newsletter B2 2022

BOARD MEMBERS

Carmella M. Imburgia,
Board Chairperson

Kenneth DuPree,
Board Vice Chairperson

Milian Rodriguez,
Board Secretary

Francis McCusker,
Public Board Member

Jennifer Kirk,
Designee for the Office of Attorney General
Consumer Protection

Arion R Claggett,
Commissioner of the Bureau of Professional
and Occupational Affairs

Vacant Position –
Professional Member

Vacant Position –
Professional Member

Vacant Position –
Public Board Member

BOARD STAFF

Shawn Jayman, Board Counsel

Kristel Hennessy Hemler,
Board Administrator

J Leslie Warner,
Education Certification Evaluator

James Labalokie,
Education Certification Evaluator

717-783-3397

P.O. Box 2649
Harrisburg, PA 17105

ra-funeral@pa.gov
www.dos.pa.gov/funeral

A MESSAGE FROM OUR NEW BOARD CHAIRMAN:

Dear Funeral Director Community,

I am honored to be appointed to the position of Board Chairperson, and look forward to serving the Funeral Profession.

I have been a licensed funeral professional in the Commonwealth of Pennsylvania since 2001. I am a lifetime resident of Delaware County, and a graduate of Bishop Shanahan High School and Northampton College of Mortuary Science.

I am a proud mother of three children: Samantha, Camron, and Casey. I have served as an officer of the Delaware County Funeral Directors Association. I am a member of the Selected Independent Funeral Homes and the Order of the Golden Rule. I am currently an associate of the Minshall Shropshire-Bleyler Funeral Home, located in Middletown Twp., Media, PA.

I have been a professional member of the State Board of Funeral Directors since 2019 and will be the second woman to chair the State Board.

Carmella M. Imburgia



Child Abuse Recognition and Reporting Course

The Department of Human Services' approved Providers for the Child Abuse Recognition and Reporting course is responsible for updating the licensee's completion information directly to the Pennsylvania Licensing System (PALS).

All information must match exactly to what is currently listed on your profile page in PALS, or the information will not be uploaded correctly, which may cause delays in licensure/renewals.

Please make sure to give the Provider the correct matching Name, Date of Birth, and last 4 of the Social Security Number.

HOW DO I?



Each newsletter we will provide a question, and then answer it for your knowledge. If you would like to submit a question for one of our upcoming biyearly newsletters, please email ra-funeral@pa.gov with the subject line “Biyearly Newsletter Question Request”.

This newsletter’s question is:

HOW DO I REPORT OUR PRE-NEED INFORMATION IN PALS?

To report the establishment’s Prepaid Burial information in the Pennsylvania Licensing System (PALS), log into your PALS account and get to your Dashboard. Locate the establishment’s license number, under the ‘Professional License Details’ banner.

Click on the ‘+’ sign located in front of the establishment’s license number and select PRE-NEED. The form will load with the establishment’s information. Complete the form and click on SUBMIT.

Back on the establishment’s dashboard, scroll down to locate the ‘Pre-Need Information’ banner. The new entry will now be listed.



THE STATS

LATEST COUNTS OF LICENSEES*

Funeral Trainee.....	523
Funeral Intern.....	61
Funeral Director.....	3056
Funeral Director – Limited License.....	110
Funeral Supervisor.....	1277
Education Providers.....	42
Sole Proprietorship.....	266
Partnership.....	26
Professional Corporation.....	114
Restricted Business Corporation.....	789
Pre-1935 Corporation.....	49
Widow/Widower.....	12
Estate.....	2
Branch.....	281

*As of 11/30/2022

EXAMINATION RESULTS*

Pennsylvania Funeral Director Jurisprudence Examination:

Total # Tests Administered.....	48
Total # Passed.....	34

Pennsylvania Funeral Director Written Practical Examination:

Total # Tests Administered.....	37
Total # Passed.....	24

* Provided by Pearson Vue: June 2022 – November 2022

EXPLORING AN ACT IN MORE DETAIL



The Free Dictionary defines an Act as such:

Act (äkt) –

Noun. A statutory plan passed by Congress or any legislature which is a 'bill' until enacted and becomes law.

ACT 41

On July 1, 2019, Governor Wolf signed into law an occupational licensing reform bill that makes it easier for licensed professionals to move to Pennsylvania: Act 41. These certificates recognize an out-of-state license that is “substantially equivalent to or exceeds” Pennsylvania’s own requirements.

Many of the boards and commissions of the Bureau of Professional and Occupational Affairs (BPOA) already have existing procedures that allow for consideration of applicants licensed in another state, territory, or country to obtain a Pennsylvania license by way of reciprocity¹ or endorsement². Act 41 provides yet another option for the boards to consider applicants licensed in other jurisdictions and will help reduce unnecessary barriers for new residents, veterans, military spouses, and other individuals who wish to move to and work in Pennsylvania.

HOW DOES IT WORK?

If a board’s existing endorsement/reciprocity options do not provide a means of licensure, applicants who hold a license in another state or country will be given Act 41 consideration of a case-by-case basis during an upcoming Board Meeting. Board members will determine if the applicant:

- Holds the same or similar license in another jurisdiction and the jurisdiction’s licensing requirements are substantially equivalent to those required in Pennsylvania;
- Are in good standing with the other jurisdiction;
- Demonstrate competency in the occupation or profession; and,
- Meet other administrative and background requirements.³

For applications that do not initially satisfy all of the Act 41’s requirements, the boards may (but are not required to) issue a “provisional license”⁴ in appropriate situations which will allow an applicant to practice while fulfilling additional requirements for licensure.

WHAT ARE THE MINIMUM COMPETENCY REQUIREMENTS SET BY THE PENNSYLVANIA STATE BOARD OF FUNERAL DIRECTORS?

The State Board of Funeral Directors Board Members voted and approved the following minimum competency requirements for licensure under Act 41, if it is determined that the licensing states or jurisdiction’s Laws and Regulations are ‘substantially equivalent’ to the Laws and Regulations of our Commonwealth:

1. To hold an active license in another State or jurisdiction, in good standing, at least two (2) out of the past five (5) years; or
2. To complete six (6) hours of continuing education, including the three (3) child abuse recognition and reporting course from a Pennsylvania approved Department of Human Services Provider.

REFERENCE NOTES:

1 - Licensure by Reciprocity – license is granted to an applicant based on an agreement between or among licensing jurisdictions in which each agrees to issue licenses to applicants who hold the same type of license in the other jurisdiction, usually based on an assessment that their licensing requirements are similar.

2 - Licensure by Endorsement – When a license is granted to an applicant who holds the same type of license in another licensing jurisdiction with substantially equivalent licensing requirements, without regard as to whether the other jurisdiction would do the same.

3 - Act 41 Requirements - requires that the applicant hold a current license from another state, territory, or country whose licensing requirements are substantially equivalent to Pennsylvania’s requirements. An applicant will also have to demonstrate competency and satisfy several additional requirements as set forth in Act 41. See: <https://www.legis.state.pa.us/cfdocs/legis/li/uconsCheck.cfm?yr=2019&sessInd=0&act=41>

4 - Provisional License - A provisional license enables an applicant to begin operating in Pennsylvania for a limited period of time while satisfying any outstanding requirements or issues that remain, and for the Board to then make its determination whether to issue or deny the license.



Want to Be In-The-Know?

Pennsylvania General Assembly releases an alert email with every House Bill and Senate Bill being introduced to the floor for discussion. Simply sign up for free daily emails by clicking [here](#).

DISCIPLINARY ACTIONS*:

Allegheny County Edward M. Herrick, F.D., F.S., license no. FD013661L and Herrick Compassionate Funeral Service PC, license no. FS015778 of Imperial, Allegheny County levied a civil penalty of \$750; and costs of investigation of \$250; because they furnished embalming services without having obtained written or verbal permission from a family member of the decedent (5/11/22)

Philadelphia County BKG Funeral Home & Cremation, Inc., funeral establishment license number FF003073, of Philadelphia, Philadelphia County, was placed on probation for no less than 3 years and ordered to pay a civil penalty in the amount of \$5,250 based upon aiding and abetting the unlicensed practice of funeral directing; failure to comply with the regulations of the Federal Trade Commission by failing to give the family representative a typewritten itemized price list; failing to give the family representative a written agreement; furnishing services without having obtained written permission from a family member or representative; refusing to release remains until consideration, whether earned or not, has been paid; engaging in gross misconduct in the carrying on of the profession; and paying a person, agency or group a commission or a valuable consideration for the solicitation or procurement of clientele. (05/13/22)

Lycoming County Galen Betzer t/d/b/a Galen R. Betzer Funeral Service, funeral home license no. FO012368L, of Muncy, Lycoming County, had their license revoked and were ordered to pay a \$5,300.00 civil penalty, based on operating as a funeral home on a lapsed and expired license. (06/24/22)

Bucks County Carol F. Galzerano, F.D., F.S., license no. FD138252, FS015224, & FB014445 of Levittown, Bucks County was ordered to pay a civil penalty of \$500; and costs of investigation of \$122.88; because she retained possession of a decedent's body longer than ten days without first obtaining special permission from the Board to do so. (6/23/22)

*May 2022 – October 2022



Is there a topic you would like discussed in an upcoming newsletter?

Feel free to make your requests to ra-funeral@pa.gov. Type 'Newsletter Topic' in the Subject field of your email.

Multiple Businesses Operating Out of Same Establishment



If you would like to operate your funeral business within an already existing Funeral Establishment location, please complete the paper ‘Shared Funeral Establishment Application’ by clicking [here](#). Our regulations state:

§ 13.103. *Shared physical establishment: Two or more funeral directors may conduct separate businesses at the same physical establishment if each business separately maintains its own books, records, advertising, signs and all other types and kinds of business operations. This method of operation shall be subject to Board approval.*



All are welcome to join the State Board of Funeral Directors Board Meeting Public Session

Time

Executive Session: 9:00 A.M.
Public Session: 10:30 A.M.

Location

In-Person:

Board Room C
One Penn Center
2601 N Third Street
Harrisburg, PA 17110

Call In (audio only):

1-267-332-8737
Access Code: 904 737 952#

The Board meetings will be recorded for purposes of completing the required minutes. Your voluntary participation in the meeting constitutes consent to be recorded.

Online via Microsoft Teams:

[Click here to join the Funeral Directors Board Meeting](#)

BOARD MEETING DATES

2023 FUNERAL DIRECTOR BOARD MEETING DATES

January 11, 2023
February 22, 2023
April 5, 2023
May 17, 2023
June 21, 2023
August 2, 2023
September 13, 2023
October 25, 2023
December 6, 2023

2024 FUNERAL DIRECTOR BOARD MEETING DATES

January 10, 2024
February 21, 2024
April 3, 2024
May 15, 2024
June 26, 2024
August 7, 2024
September 18, 2024
October 30, 2024
December 11, 2024