

BOARDS AND COMMISSIONS
Board of Embalmers and Funeral Directors
(Amendment)

201 KAR 15:040. Examination.

RELATES TO: KRS 316.030(4)(h), (5)(g)

STATUTORY AUTHORITY: KRS 316.030, 316.210(1)

NECESSITY, FUNCTION, AND CONFORMITY: KRS 316.030(4)(h) and (5)(g) require the board to issue an embalmer's or funeral director's license to an applicant who has met the statutory requirements and passed examinations prepared or approved by the board. This administrative regulation establishes the administration, content, and evaluation of examinations by the board.

Section 1. Exam Administration.

(1) The board shall administer examinations for funeral director and embalmer licenses at intervals predefined on a published calendar.

(2) An applicant seeking to take an examination administered by the board shall submit the fee established in KRS 316.030 to the board at least forty-five (45) days before the desired examination.

(a) The examination fee shall include a license in good standing for the remainder of the fiscal year if the applicant is successful in the examination.

(b) An applicant shall be entitled to only one (1) examination for each fee paid.

(3) One (1) or more members of the board shall administer the examinations for each license issued by the board.

(4) An applicant may seek a reasonable accommodation in the manner for which an examination by the board is given.

(a) Accommodations shall be considered by the board on the same basis as reasonable accommodations that may be available under the Americans with Disabilities Act, 42 U.S.C. § 12101 et seq.

(b) An applicant who takes an examination with a reasonable accommodation shall still perform the essential functions of taking the examination and meet the normal performance requirements for passage.

(5) At the discretion of the board, examinations may be held at other times, if necessary.

Section 2. Content of Examination.

(1) The examination for an embalmer's license shall include the following subjects:

(a) Embalming;

(b) Anatomy;

(c) Microbiology;

(d) Pathology;

(e) Chemistry;

(f) Restorative art;

(g) Mortuary administration and law;

(h) Accounting;

(i) Sociology;

(j) Psychology; and

(k) Requirements of KRS Chapter 316 and the administrative regulations promulgated pursuant to KRS Chapter 316.

(2) The examination for a funeral director's license shall include the following subjects:

(a) Mortuary administration;

(b) Ethics;

(c) Accounting;

- (d) Sociology;
 - (e) Business law;
 - (f) Primary psychology;
 - (g) Transportation rules;
 - (h) Hygiene, sanitation, and disinfection; and
 - (i) Requirements of KRS Chapter 316 and the administrative regulations promulgated pursuant to KRS Chapter 316.
- (3) All written questions for the embalmer's and funeral director's examinations are the property of the board and applicants shall return the questions to the board with their answers.

Section 3. Evaluation. A score of seventy-five (75) percent on a board-authorized examination administered by the board shall constitute a passing grade.

Section 4. Alternative to Written Examination by the Board. An applicant who has successfully completed the examination prepared and administered by the Conference of Funeral Service Examining Boards may request exemption from the written embalmer or funeral director examination. The applicant shall successfully complete an oral examination administered by one (1) or more members of the board in lieu of the written embalmer or funeral director examination.

Section 5. All applicants for a Kentucky funeral director or embalmer license shall pass the Kentucky Laws Exam. Individuals who are requesting a reciprocal license shall pass the Kentucky Laws Exam in addition to the requested license exam.

(BEFD-Rule 18; 1 Ky.R. 1013; eff. 6-11-1975; Am. 20 Ky.R. 2655; eff. 5-18-1994; 22 Ky.R. 2319; eff. 8-1-1996; 46 Ky.R. 93, 1095; eff. 11-1-2019; 48 Ky.R. 2838; eff. 11-1-2022.)

KANETHA DORSEY, Executive Director

APPROVED BY AGENCY: February 24, 2022

FILED WITH LRC: April 7, 2022 at 2:30 p.m.

PUBLIC HEARING AND COMMENT PERIOD: A public hearing on this administrative regulation shall be held on May 24, 2022 at 1:00 p.m., Via ZOOM. Individuals interested in being heard at this hearing shall notify this agency in writing by five workdays prior to the hearing, of their intent to attend. If no notification of intent to attend the hearing was received by that date, the hearing may be cancelled. A transcript of this hearing will not be made unless a written request for a transcript is made. If you do not wish to be heard at the public hearing, you may submit written comments on the proposed administrative regulation. Written comments shall be accepted until May 31, 2022. Send written notification of intent to be heard at the public hearing or written comments on the proposed administrative regulation to the contact person.

CONTACT PERSON: Kanetha Dorsey, Executive Director of Kentucky Board of Embalmers and Funeral Directors, 9114 Leesgate Road, Suite 4, Louisville, Kentucky 40222, phone 502-426-4589, fax 502-426-4117, email Kanetha.dorsey@ky.gov.