

ALL NEW SCHEDULE

# CONTINUING EDUCATION

## FOR FUNERAL DIRECTORS

### 2017 SCHEDULE



**SAVE THIS BROCHURE.**  
ONE YEAR OF TRAINING OPPORTUNITIES ARE INCLUDED.

## All new schedule for the 2017–2019 licensure cycle.

**Stop searching for in-person courses to satisfy your New Jersey preneed, funeral directing ethics, funeral law and rules and OSHA continuing education requirements. The New Jersey Funeral Service Education Corporation (NJFSEC) has a solution for you.**

### Flexible Programming

Beginning in March 2017, licensed funeral directors have the opportunity to earn up to seven (7) unique CEUs at six (6) separate locations\* that fulfill the requirements established by the New Jersey State Board of Mortuary Science.

The 2017 programming schedule includes:

- 2 CEUs in Preneed Funeral Arrangements
- 2 CEUs in New Jersey Law and Rules
- 1 CEU in Funeral Directing Ethics
- 2 CEUs in OSHA

Attend a full-day, or a first half-day in the morning or second half-day session in the afternoon. The choice is yours. Our schedule provides you the flexibility to fit any program into your busy workday.

### Additional CEU Opportunities

Still want to stay up-to-date on trends and topics relevant to the industry? Join us for the 2017 Funeral Directors Convention and Expo in September and earn up to nine (9) elective credits in just three days.

Additionally, there will be two (2) opportunities to earn one (1) CEU in Funeral Directing Ethics as part of the Convention educational programming (included with your 2017 Convention registration).

### It Pays to Preregister

Participants who preregister not only receive a discounted rate but are also guaranteed a seat. If registrants are unable to attend, a preregistration can easily be transferred to another event or refunded upon request.

Requests for refunds must be made no later than one (1) week following the seminar date to be honored. A \$10 cancellation fee will be deducted from all refunds (and it is still less expensive than paying on site).

*\* All events require separate registration and may be subject to change.*

**Register online at [www.njsfda.org/events](http://www.njsfda.org/events).**

WEDNESDAY,  
**MARCH**  
**15**

**Kean University**  
Stem Building  
100 Morris Avenue  
**UNION**

10:00 a.m. – 11:00 a.m.	<b>Preneed A-1</b>	New Jersey Preneed—The Basics
<b>15 Minute Break</b>		
11:15 a.m. – 12:15 p.m.	<b>Preneed B-2</b>	Assignment of Insurance Proceeds to Fund Prepaid Funeral Arrangements
12:15 p.m. – 1:00 p.m.	<b>Lunch Break</b>	
1:00 p.m. – 2:00 p.m.	<b>Law A-2</b>	Who Has the Right to Control Disposition?
<b>15 Minute Break</b>		
2:15 p.m. – 3:15 p.m.	<b>Law B-1</b>	Work First New Jersey/Indigent Funerals

1st Half-Day

2nd Half-Day

Thank you to our event sponsors  
**TAPinto.net and NJ Sharing Network**

**Preregistration deadline is March 10, 2017.**

WEDNESDAY,  
**APRIL**  
**19**

**Camden County College**  
Civic Hall  
200 College Drive  
**BLACKWOOD**

10:00 a.m. – 11:00 a.m.	<b>Preneed A-1</b>	New Jersey Preneed—The Basics
<b>15 Minute Break</b>		
11:15 a.m. – 12:15 p.m.	<b>Preneed B-2</b>	Assignment of Insurance Proceeds to Fund Prepaid Funeral Arrangements
12:15 p.m. – 1:00 p.m.	<b>Lunch Break</b>	
1:00 p.m. – 2:00 p.m.	<b>OSHA A-3</b>	OSHA Paperwork Obligations
<b>15 Minute Break</b>		
2:15 p.m. – 3:15 p.m.	<b>OSHA A-5</b>	Preventing Back Injuries in Funeral Service—OSHA Ergonomics

1st Half-Day

2nd Half-Day

**Preregistration deadline is April 14, 2017.**

TUESDAY,  
**MAY**  
**16**

**Rider University**  
Bart Luedeke Center  
Cavalla Room  
2083 Lawrenceville Road  
**LAWRENCEVILLE**

11:00 a.m. – 12:00 p.m.	<b>OSHA A-3</b>	OSHA Paperwork Obligations
<b>15 Minute Break</b>		
12:15 p.m. – 1:15 p.m.	<b>OSHA A-5</b>	Preventing Back Injuries in Funeral Service—OSHA Ergonomics
1:15 p.m. – 2:00 p.m.	<b>Lunch Break</b>	
2:00 p.m. – 3:00 p.m.	<b>Ethics A-1</b>	Ethical Dilemmas in Funeral Service

1st Half-Day

2nd Half-Day

**Preregistration deadline is May 12, 2017.**

**Create your own learning schedule.**

TUESDAY,  
JUNE  
13

**Montclair State University**

University Hall  
Conference Room  
1 Normal Avenue

**MONTCLAIR**

10:00 a.m. – 11:00 a.m. **Law A-2** Who Has the Right to Control Disposition?

**15 Minute Break**

11:15 a.m. – 12:15 p.m. **Law B-1** Work First New Jersey/Indigent Funerals

12:15 p.m. – 1:00 p.m. **Lunch Break**

1:00 p.m. – 2:00 p.m. **OSHA A-3** OSHA Paperwork Obligations

**15 Minute Break**

2:15 p.m. – 3:15 p.m. **OSHA A-5** Preventing Back Injuries in Funeral Service—OSHA Ergonomics

Thank you to our event sponsor

**NJ Sharing Network**

**Preregistration deadline is June 9, 2017.**

1st Half-Day

2nd Half-Day

THURSDAY,  
SEPTEMBER  
28

**Harrah's Waterfront Conference Center**

777 Harrah's Boulevard

**ATLANTIC CITY**

Two new concurrent half-day options offer even more flexibility. Both Law and Preneed are offered before and after lunch. Pick the option that fits best in your schedule.

	OPTION 1	OPTION 2
12:30 p.m. – 1:30 p.m.	<b>Law A-2</b>	<b>Preneed A-1</b>
	<b>15 Minute Break</b>	
1:45 p.m. – 2:45 p.m.	<b>Law B-1</b>	<b>Preneed B-2</b>
2:45 p.m. – 3:30 p.m.	<b>Lunch Break</b>	
3:30 p.m. – 4:30 p.m.	<b>Preneed A-1</b>	<b>Law A-2</b>
	<b>15 Minute Break</b>	
4:45 p.m. – 5:45 p.m.	<b>Preneed B-2</b>	<b>Law B-1</b>

**Seminar Titles**

- Law A-2** Who Has the Right to Control Disposition?
- Law B-1** Work First New Jersey/Indigent Funerals
- Preneed A-1** New Jersey Preneed—The Basics
- Preneed B-2** Assignment of Insurance Proceeds to Fund Prepaid Funeral Arrangements

Thank you to our event sponsors

**Directors Choice Credit Union** and  
**National Funeral Directors Association**

**Preregistration deadline is September 20, 2017.**

1st Half-Day

2nd Half-Day

Register online at [www.njsfda.org/events](http://www.njsfda.org/events).

WEDNESDAY,  
**NOVEMBER**  
**8**

**Mercer County  
 Community College**  
 The Conference Center  
 1200 Old Trenton Road  
**WEST WINDSOR**

**10:00 a.m. – 11:00 a.m. Law A-2** Who Has the Right to Control Disposition?

**15 Minute Break**

**11:15 a.m. – 12:15 p.m. Law B-1** Work First New Jersey/Indigent Funerals

**12:15 p.m. – 1:00 p.m. Lunch Break**

**1:00 p.m. – 2:00 p.m. Preneed A-1** New Jersey Preneed—The Basics

**15 Minute Break**

**2:15 p.m. – 3:15 p.m. Preneed B-2** Assignment of Insurance Proceeds to Fund Prepaid Funeral Arrangements

1st Half-Day  
 2nd Half-Day

**Preregistration deadline is November 3, 2017.**

## PROGRAM PRICING

**Preregister online at [www.njsfda.org/events](http://www.njsfda.org/events).** Discounted online pricing is available until the published preregistration deadline. Preregistration is encouraged to guarantee a seat.

For those who wish to preregister via telephone, fax, mail or on-site, additional fees will apply. To download a paper registration form, visit [www.njsfda.org/registration](http://www.njsfda.org/registration). Or, contact the NJFSEC at 800.734.3712.

Registrations received after the preregistration deadline or purchased on the day of the event will be subject to on-site pricing.

		ONLINE	TRADITIONAL*	ON-SITE
<b>Members</b>	<b>Full-Day</b>	\$195	\$215	\$245
	<b>Half-Day</b>	\$105	\$125	\$155
<b>Licensed Guests</b>	<b>Full-Day</b>	\$320	\$340	\$370
	<b>Full-Day w/ OSHA</b>	\$295	\$315	\$345
	<b>Half-Day Ethics</b>	\$195	\$215	\$245
	<b>Half-Day Law</b>	\$195	\$215	\$245
	<b>Half-Day Preneed</b>	\$195	\$215	\$245
	<b>Half-Day OSHA</b>	\$105	\$125	\$155
<b>Students**</b>	<b>Full- or Half-Day</b>	\$55	\$55	\$55

\* Traditional registration includes Mail, Fax or Telephone.

\*\* An official Mortuary Student ID or Intern Card required for all students.

**All events require separate registration.**

## COURSE DESCRIPTIONS

*Programming may be subject to change.*

### **PRENEED FUNERAL ARRANGEMENTS**

**2 CEUs**

*Participants must attend both segments of the program to receive CEUs.*

#### **Preneed A-1 • New Jersey Preneed—The Basics**

This seminar will review the accepted methods of tying prearrangements to prepaid agreements: trusts, newly issued insurance policies and the assignment of existing insurance policies. Mortuary and practitioner requirements, components of agreements and recordkeeping mandates will be covered. A discussion of Mortuary Board notifications, required disclosures and prohibited acts will wrap up the session.

#### **Preneed B-2 • Assignment of Insurance Proceeds to Fund Prepaid Funeral Arrangements**

This seminar will explain the complex and time-consuming process involved in the assignment of existing life insurance proceeds to fund prepaid funeral arrangements. Participants will learn how to navigate the assignment process with both revocable and irrevocable prearrangements, ensuring that the funeral firm is paid and the intended funeral recipient's benefits are not jeopardized.

### **NEW JERSEY LAW AND RULES**

**2 CEUs**

*Participants must attend both segments of the program to receive CEUs.*

#### **Law A-2 • Who Has the Right to Control Disposition?**

This seminar outlines the high level of liability imposed on every mortuary registration when licensed funeral directors determine the appropriate individual(s) to make decisions regarding funeral arrangements and disposition. Participants will engage in an extensive analysis of the Right to Control Law (N.J.S.A. 45:27-22) and its implications for funeral service.

#### **Law B-1 • Work First New Jersey/Indigent Funerals**

This seminar will outline the provisions of the New Jersey laws concerning the burial of economically disadvantaged individuals. Participants will learn who has the right to control funeral arrangements and disposition; what reimbursement rates are available; how family supplementation applies; and what irregularities can occur.

### **2017 MANDATORY OSHA FUNERAL HOME TRAINING**

**2 CEUs**

*Full- and part-time as well as per diem funeral home employees, compliance officers and anyone who maintains a written OSHA compliance plan or enters a prep room, will benefit from this educational opportunity. Participants must attend both segments of the program to receive CEUs.*

#### **OSHA A-3 • OSHA Paperwork Obligations**

This seminar will cover Occupational Safety and Health Administration (OSHA) regulations as they relate to funeral service personnel with oversight responsibility. The necessity of maintaining a written communication plan with the associated paperwork will be discussed. OSHA's Bloodborne Pathogens and Formaldehyde Standards will be reviewed.

#### **OSHA A-5 • Preventing Back Injuries in Funeral Service—OSHA Ergonomics**

This seminar will review the effective application of safe work practices that funeral home personnel can implement to prevent back and spinal injuries. Participants will discuss safe work practices regarding the removal and transfer of human remains; embalming, dressing and casketing; handling and lifting caskets; transporting human remains through a building; and receiving and stocking supplies.

## FUNERAL DIRECTING ETHICS

1 CEU

### Ethics A-1 • Ethical Dilemmas in Funeral Service

This seminar addresses the complexities of ethical decision-making in the funeral profession absent the typical complex, philosophical or intellectual debate of other ethics seminars. Through a practical discussion of “real-life” industry examples, participants will hear ways that funeral directors can establish ethical work practices that may reduce the possibility of questionable funeral home practices or wrongdoing.

#### PRESENTERS INCLUDE:

Donald S. Cymbor Jr.  
Althea D. Ford

Adam S. Guziejewski  
George R. Kelder Jr., CFSP

Jonathan C. Krowicki  
Timothy J. Newman, CFSP

Sarah A. Sunda

## POLICIES AND PROCEDURES

Visit [www.njsfda.org/seminarpolicies](http://www.njsfda.org/seminarpolicies) for the complete NJFSEC Seminar Policies and Procedures. To request possible accommodations for a disability (ADA), please contact the NJFSEC at 800.734.3712.

### ACCREDITATION

All seminars are accredited through the New Jersey Funeral Service Education Corporation (NJFSEC). The NJFSEC Board of Trustees evaluates each seminar to ensure quality and relevance to funeral service. Unless otherwise noted, all continuing education programming has been approved for one (1) CEU from the New Jersey State Board of Mortuary Science and .1B CEU from the Academy of Professional Funeral Service Practice (APFSP, Provider #1022). Presentations that are approved by the APFSP are recognized in Connecticut, Delaware and Rhode Island. (Licensees in states not listed here should contact their licensing authorities for individual CEU approval, if applicable.)

OSHA has also been submitted for accreditation by the appropriate state licensing authorities in FL (Provider #7002), NJ, NY and PA (Provider #000026). CEU submissions are as follows: OSHA A-3 for .1B CEU from the APFSP and 1 CEU from FL, NJ, NY and PA; OSHA A-5 for .1B CEU from the APFSP and 1 CEU from FL, NJ, NY and PA.

### CONTINUING EDUCATION VERIFICATION POLICY

All attendees receive a barcoded badge at check in. This badge must be worn at all times. The badge will be scanned at the beginning and end of each seminar and any time attendees exit or enter the seminar room.

The NJFSEC is not permitted to grant CEUs to attendees who arrive more than 15 minutes after the seminar's published start time, leave more than 15 minutes prior to the seminar's conclusion or are otherwise out of the seminar room for more than 15 minutes. No exceptions. Completion of a program examination may be required for continuing education credit verification.

Credit verification certificates will be mailed two weeks following the seminar.

**NOTE:** Registration for the 2017 Funeral Directors Convention and Expo will open in the summer. Details on special bundle pricing options for the September events will be included in the Convention program schedule.

### FOR MORE INFORMATION

New Jersey Funeral Service Education Corporation  
P.O. Box L, Manasquan NJ 08736-0642  
Telephone: 800.734.3712 • Fax: 732.974.8144  
[www.njsfda.org/events](http://www.njsfda.org/events)

For directions to each of the locations, visit [www.njsfda.org/directions](http://www.njsfda.org/directions).



New Jersey Funeral  
Service Education  
Corporation

P.O. Box L  
Manasquan NJ 08736-0642  
800.734.3712

Presorted  
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Permit No. 125

# CONTINUING EDUCATION

FOR FUNERAL DIRECTORS

2017 SCHEDULE

A year's  
worth of  
programming  
enclosed.

[www.njsfda.org/events](http://www.njsfda.org/events)



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