

Board Policy relative to “in-house-seminars” for Continuing Education Credits

As per section 10.(1.)(a) of the Act and section 19.(1)(c) of the regulations, the Board established that all licenced persons are required to complete 6 hours of continuing education every two year period.

It is a decision of the Board to accept in-house-seminars as credits towards continuing education with the following conditions:

1. In-house-seminars are defined as seminars relative to the funeral industry that are approved by the Board, but are held by individual funeral homes and not sponsored by the Board.
2. The content will be approved by the Board for each seminar prior to the seminar. This information should be sent to the board in advance because it has to be review by the Board, not just the Registrar.
3. The content of the seminar must be applicable to the category of licence. ie; a seminar about embalming would not be acceptable for a Licenced Funeral Director.
4. The presenter of each seminar will be approved by the Board prior to each seminar.
5. Each seminar must have at least 10 persons in attendance.
6. The presenter will provide written confirmation to the Board that each attendee was present and completed the seminar.
7. Each attendee will be credited for the number of hours (max 6) at the seminar. ie; a seminar of 3 hours will only be 3 credit hrs.