



Diploma in Funeral Arranging and Administration

Module 3	Unit 8	Human Cremation: Law and Practice.
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Purpose and Aim of the Unit:	The purpose of the unit is to develop learners' understanding of cremation. Specifically, the unit aims to develop knowledge of the administrative procedures, documentation and governing regulations relating to cremations.
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This unit has 9 learning outcomes.

LEARNING OUTCOMES	
The learner will:	
1	Understand the operational working of a crematorium.
2	Understand the purpose of the cremation documentation.
3	Know which surgical implants require removal.
4	Understand the purpose of the Federation of Burial and Cremation Authorities' (FBCA) Code of Practice and general guidelines.
5	Know the administrative process for the cremation of body parts.
6	Know the methods and documentation for the disposal of cremated remains.
7	Understand the scattering/interment of cremated remains.
8	Know the available options for memorialisation.
9	Know the current guidelines for the disposal of unclaimed cremated remains.



DEFINITION OF CREMATION:

“The disposing of a human body by means of burning and reducing it to ashes”.

HISTORY

During the same period that the public cemetery system was being created, there was intense debate about the practice of cremation, with strong feelings on both sides; the legal position regarding cremation being unclear at this time.

There had been a few British people who, for various reasons, had transported their dead to the four European crematoria, where cremation was at an early stage of development. Capt. Thomas Hanham cremated the bodies of his wife and mother in October 1882 in a crematorium that he had built on his own estate in Dorset. They had already been dead for five years and when Captain Hanham himself died, his body was also cremated in the same crematorium. However, when Dr. William Price attempted to cremate his dead child in a field in South Wales in January 1884, he was taken before the magistrates on two charges, one of which was that he had attempted to burn the child’s body.

The ruling in this case was an historic one, paving the way for the development of cremation in the U.K. Mr Justice Stephen concluded that “... a person who burns instead of buries a dead body does not commit a criminal act unless he/she does it in such a manner as to amount to a public nuisance at common law.” Whilst not explicitly legal, cremation was now no longer illegal.

In 1878 The Cremation Society bought land at Woking and built a crematorium there, with the first cremation being carried out there on 26th March 1885. Before the Cremation Act was passed in 1902, six other crematoria had been established under private Acts of Parliament, two



of which were by local authorities. <http://www.legislation.gov.uk/ukpga/Edw7/2/8/contents>

The statistics available indicate that by the end of 2011 the number of crematoria in Great Britain had risen to 265. In the same year there were 413,845 cremations representing 74.40% of deaths.

The majority of U.K. crematoria is owned and operated by local authorities, however the early tradition of private enterprise provision continues and is, in fact, expanding in the 1990's and into this century.

Section 4 of the Cremation Act of 1902, the first Cremation Act that came into force on 1st April 1903, stated:

“The powers of a Burial Authority to provide and maintain burial grounds or cemeteries, or anything essential, ancillary or incidental thereto, shall be deemed to extend to and include the provision of crematoria.”

Other sections of the 1902 Act laid restrictions on the siting of crematoria, Section 10 making it clear that nothing in the Act shall authorise the burial authority or any person to create, or permit, a nuisance.

Section 9 provided permission for a Burial Authority to charge fees **for the burning of human remains in any crematorium provided by them**, going on to say that **such charges or fees, and any other expenses properly incurred in, or in connection with, the cremation of a deceased person, shall be deemed to be part of the funeral expenses of the deceased.**

Then the Cremation Regulations of 1930 came into force and various amendments followed, the last being in 2006. However after these last amendments were issued it was considered that the wording of the regulations were obsolete and no longer acceptable.



Learning Outcome 1	Understand the operational working of a crematorium.
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In order to be able to assist your client with any questions they may ask about Cremation, you may find it beneficial to visit your local Crematorium a) to meet and to introduce yourself to the staff working there b) to understand the operational working of the crematorium.

Essential learning: Please ensure that you are familiar with provision for baby and infant cremation at your local crematoria including Crematoria procedures.

Please familiarise yourself with the additional guidance contained in the unit as follows:-

NAFD Guidelines: Cremation of a Baby or Infant

Institute of Crematoria and Cemeteries Guidance for Funeral Directors

Federation of Burial and Crematoria – General Guidelines (Section 6 – Moodle)

Learning Outcome 2	Understand the purpose of the cremation documentation.
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The **Cremation Regulations 2008 came into effect from 1 January 2009** applying only to cremations taking place in England and Wales.

http://www.legislation.gov.uk/ukxi/2008/2841/pdfs/ukxi_20082841_en.pdf

New forms and documents were introduced, some of which had not appeared before and numbered instead of being given letters as previously. However the main thrust of the new Regulations was to give applicants for cremation, usually the next of kin or a close family member, the right to see and inspect the forms completed by the doctors. The applicant also has the right to nominate someone else to inspect the forms. Funeral Directors would be required to make this right known to families and hand families an advice sheet about it. All the relevant forms and the statutory instruments relating to the Cremation Regulations 2008 can be found on the following website: www.justice.gov.uk/guidance/cremation.htm

The statutory instruments (follow the link for Cremation Regulations 2008 on the above website) include details of maintenance and inspection of a crematorium, the medical referee, conditions of cremation, incineration of body parts, disposal of ashes and registration of



cremation.

Part 4 of the statutory instrument includes details of:

- Place where cremation may take place
- Forms
- Application for cremation
- Cremation of the remains of a deceased person
- Medical certificate and confirmatory medical certificate
- Certificate of coroner
- Cremation of body parts
- Cremation of a stillborn child
- Cremation of exhumed remains of a deceased person who has already been buried for one year or more
- Right to inspect a medical certificate and a confirmatory medical certificate and to make representations to medical referee
- Authorisation of cremation of the remains of a deceased person by medical referee
- Medical referee not satisfied about the cause of death of the deceased person
- Authorisation of cremation of body parts by medical referee
- Authorisation of cremation of a still born child by medical referee
- Authorisation of cremation by medical referee – inquiries by medical referee
- Refusal to authorise cremation



DOCUMENTATION FOR CREMATION: This is divided into two parts:

- **Statutory Documentation**, that is to say documents required to be completed as defined by Act of Parliament, and
- **Non-Statutory Documentation**, that is to say documents required by local



cremation authorities or issued by them for the purpose of their own administration.

STATUTORY DOCUMENTATION for a deceased person as they apply for ENGLAND AND WALES. (*Documentation relating to stillbirths and body parts are dealt with under different units*).

REGISTRAR'S CERTIFICATE BEFORE OR AFTER REGISTRATION - signed by the Registrar of Deaths

CERTIFICATE This is a statutory document required by the Births and Deaths Registration Act 1953 to be delivered to the medical referee whenever the Coroner is not involved.

CREMATION 1 "APPLICATION FOR CREMATION OF THE BODY OF A PERSON WHO HAS DIED".

This form is completed by the applicant who is applying for the cremation. This would usually be a near relative or an executor. If the applicant is not a near relative or executor reasons should be given as to why they are the applicant. All the questions have to be answered and funeral arrangers may assist applicants in providing information that may be required. New to this document is the statement that it can only be completed by a person who is at least 16 years of age, the inclusion of the name and telephone of the Funeral Director a question about possible hazardous implants, questions about the right to inspect doctor's medical certificates and a statement of truth signed by the applicant.

CREMATION 4 "MEDICAL CERTIFICATE".

This is completed by a doctor who treated the deceased during the last illness and who would normally have seen the deceased within 14 days of death. The doctor shall only complete this form if they can definitely ascertain the cause of death.

The completion of the form requires more detailed information about the circumstances surrounding the death. Also information has to be given as to whether any hazardous implant has been removed and whether the death has been discussed with the Coroner.

CREMATION 5 "CONFIRMATORY MEDICAL CERTIFICATE"

This is completed by a registered medical practitioner of at least 5 years standing in accordance with the Medical Act 1983. Medical referees have been given information about the eligibility of doctors from the European Economic



Area whose periods of qualification before full registration with the General Medical Council may count towards the 5-year period. The doctor completing form Cremation 5 cannot be a partner or work colleague of the Cremation 4 doctor or a relative of the deceased. This includes not being part of the same medical team in hospital or a locum at the same surgery.

CREMATION 6 “CERTIFICATE OF CORONER”

This form from the Coroner replaces the previously known Form E also previously known as Form 102. In addition to the previously required information to be completed by the Coroner it is now required that a cause of death and other diseases or conditions be given when the Coroner completes this form.

NB When this form is issued, Cremation 4 and Cremation 5 along with the Registrar’s Certificate for Cremation are NOT required, although in the case of a death that occurred outside of the British Islands and no post-mortem examination or inquest is necessary a ‘Certificate of No Liability to Register’ may be required from the local registrar.

CREMATION 7 CERTIFICATE FOLLOWING ANATOMICAL EXAMINATION

Signed by a person licensed to practice Anatomical Examination, following such an examination where cremation is to take place.
This form replaces Cremation 4 and Cremation 5

CREMATION 10 “AUTHORISATION OF CREMATION OF DECEASED PERSON BY MEDICAL REFEREE”

The Medical Referee has to state:
That all statutory requirements have been complied with
That the cause of death has been definitely ascertained
No further examination of deceased required

CREMATION 11 CERTIFICATE AFTER POST-MORTEM EXAMINATION

Signed by the Pathologist licensed by the Human Tissue Authority 2004 who carried out a post-mortem that was requested by the Medical Referee. The Medical Referee can request a post-mortem because he/she considers the cause of death shown in the medical certificates might indicate that death was



due to poison, violence, illegal operation, privation or neglect or where he/she is requested by a family to do so.

SECRETARY OF STATE ORDER TO CREMATE

Required when exhumed remains are to be cremated and forms **Cremation 4 and Cremation 5** are not available

Important Note (E/W/NI)

Applicants right to examine Cremation 4 and Cremation 5

The Ministry of Justice requires Funeral Directors to present to an applicant, details of their right to inspect Cremation 4 and Cremation 5 when a death has not been referred to a Coroner and do it in the following form of words or very similar, which should be printed and available to be handed to the applicant.

You have the right to inspect the medical forms which doctors complete before cremation is authorised. Cremation is authorised by a medical referee, that is, a doctor whose role it is to check the medical forms.

If you are satisfied that you know the cause of death and have no problems with that cause then you may decide that there is little reason why you need to inspect the forms.

However, if you do have doubts about the cause of death or were surprised that the death happened when it did, you may wish to inspect the forms.

You can inspect the forms yourself or you can nominate someone else to inspect on your behalf. You might want to do this for example, if you think someone else would be in a better position to go through the forms (perhaps because that person was present at the death and you were not).

You do not have to make your mind up now. If you already have serious concerns about the death and believe the case should be investigated by a coroner, you need to contact the coroner's office.

The forms will be available for you to inspect at the crematorium office for no longer than 48 hours after you are informed that they arrived there.



If you wish, the medical referee can give you advice about the cause of death, but he/she or she may charge a fee for this service. If you want the funeral to be held within the next two or three days, it may well be difficult for that to happen and for you also to be able to inspect the medical forms. However, that is your decision.



CREMATION IN SCOTLAND

The following three pages are relevant to students registered and working in Scotland only. These pages should be read in conjunction with the general information within the general learning materials.

History

Glasgow Crematorium was opened in 1895 after the Scottish Burial Reform and Cremation Society (1888) was established as an educational body, designed to promote cremation as a more sanitary form of disposal for a fast growing population.

It became the UK's third crematorium and Scotland's first after a long search for an appropriate piece of land. However, when the land at Glasgow's Western Necropolis was bought in 1893, it was two years before the first cremation took place on April 13th 1895.

The Crematorium was built in the gothic revival style. The architect used only the finest materials, including red sandstone and rare marble and included fine carvings, dog-tooth ornament and a 'descending catafalque' which the Directors considered to be less of a departure from a traditional earth burial.



Cremations were extremely slow to catch on and, after ten years, only 191 had actually been carried out. After a further 30 years the annual figure was still only 346 but that did not deter the Society and, in 1936, they set to work doubling the capacity of the chapel to 100 and building four additional floors onto the Columbarium. In the late 1940's, as a result of increasing popularity, a second chapel was commissioned, opening as an extension of the existing buildings in 1954.

Wall space in the Chapel was widely used for memorial plaques but by 1953 the space was entirely used up and it was therefore decided to instruct FG Marshall Limited to provide a Book of Remembrance that continues to be in use to this day.

More recently, in 1995, the Chapel suffered fire damage and extensive works were required to replace the original roof. In the same year two Tabo Inex cremators were installed, finally coming into use in 1996. In 1997 the new Chapel was refurbished and the Book of Remembrance was relocated to the arcade area at the rear of the old chapel while its old room was converted into a waiting area. And, finally in 2007, The Old Chapel has been the subject of an extensive refurbishment programme.

Under the Cremation (Scotland) Regulations a cremation cannot proceed until the Crematorium Registrar is in receipt of Form 14 (Death) or Form 8 (still-birth). However, no such regulation applies in the case of burial, and occasionally an interment takes place before the death is registered and Forms 8 and 14 are issued. In such cases it is the responsibility of the keeper of the burial ground to notify, within three days, the Registrar in the area in which the death occurred that no forms 8 or 14 have been received. This is done by completing Form 9 (still-birth) or Form 15 (death). On receipt of such form the Registrar must take the appropriate action to ensure the death is registered.

Documentation required for a normal death:

- Form 'A' Application form signed by the executor or next of kin, and countersigned by



a householder known to the applicant.

- Form 11 Medical Certificate Cause of Death (MCCD)
- Form 14 Certificate of Registration of Death, OR Form 103 (Out of England Form).
- Form 'F' Medical Referee's Certificate.

Documentation required when the Procurator Fiscal or Coroner is involved:

- Form 'A' Application form
- Form 'E1' Procurator Fiscal's Certificate, OR Cremation 6 Coroner's Order for Cremation
- Form 14 OR Form 103 - as above
- Form 'F' Medical Referee.

Documentation required for a death occurring abroad:

- Form 'A'
- Medical certificate(s) produced and taken to the Scottish Executive Health Department (0131 244 2501) including all necessary translations where required
- Order to cremate issued for and on behalf of the Scottish Ministers
- Form 'F'
- If the Medical Referee is aware of any suspicious circumstances, he/she must report it to the Procurator Fiscal and await his/her written permission before authorising cremation.

Under the Cremation (Scotland) Regulations a cremation cannot proceed until the Crematorium Registrar is in receipt of Form 14 (Death) or Form 8 (stillbirth). However, no such regulation applies in the case of burial, and occasionally an interment takes place before the death is registered and Forms 8 and 14 are issued. In such cases it is the responsibility of the keeper of the burial ground to notify, within three days, the Registrar in the area in which the death occurred that no forms 8 or 14 have been received. This is done by completing Form 9 (still-birth) or Form 15 (death). On receipt of such form the Registrar must take the appropriate action to ensure the death is registered.

Disposal of body in Scotland - death occurring in England or Wales:

The Registrar in Scotland does not need to be informed of the event as no Certificate will be issued. The person who intends to remove the body from England and Wales must give notice to the Coroner, in whose district the body is lying, by applying on Form 104. Upon receipt of the Coroner's Form 103, the body may be removed to Scotland.



Form 103 (Part B) is sufficient for the keeper of the Burial Ground or Crematorium Registrar - replacing Form 14.

Removal from Scotland for disposal elsewhere (applies only in cases referred to the Procurator Fiscal):

If the death has been reported to the Procurator Fiscal, a certificate should be obtained from the investigating Procurator Fiscal in the district where the death occurred, giving permission for the removal. This document is sometimes referred to as a 'Furth of Scotland'. ('Furth' is a Scots word meaning out; outside; to the outside). For deaths not reported to the Procurator Fiscal, there is no requirement to obtain this certificate.



CREMATION IN NORTHERN IRELAND

The following three pages are relevant to students registered and working in Northern Ireland. These pages should be read in conjunction with the general information within the general learning materials.

STATUTORY DOCUMENTATION for deceased person as they apply for NORTHERN IRELAND

REGISTRAR'S

CERTIFICATE AFTER REGISTRATION - signed by the Registrar of Deaths

CERTIFICATE

Although not formally listed among the "statutory" documents, the Cremation Regulations state that this Certificate should be provided when a Coroner's Form 'E' has not been issued.

FORM 'A'

"APPLICATION FOR CREMATION" - The Application must normally be signed by an executor or the nearest relative of the deceased, however it may be signed by some other person if the Cremation Authority is satisfied that that person's signature is appropriate and a satisfactory reason is given on the application why it is not signed by an executor or the nearest surviving relative.

The application must be countersigned by any HOUSEHOLDER to whom the

Applicant is known and who has no reason to doubt the truth of any of the information provided by the Applicant

FORM 'B'

"CERTIFICATE OF MEDICAL ATTENDANT" - Given by a Registered Medical



Practitioner who has attended the deceased during his/her last illness, seen and identified the body after death and who can certify definitely as to the cause of death.

NB. CARDIAC PACEMAKER OR RADIOACTIVE IMPLANT: As a result of an incident at a crematorium the Home Office agreed, in 1977, to allow the following detail to be printed at the end of Form 'B':

IMPORTANT: Pacemakers can cause an explosion if left in a body that is cremated. Radio-active implants are a health hazard.

Please, answer the following questions:

1. Has the deceased been fitted with a cardiac pacemaker or radio-active implant? YES/NO.

If the answer to '1' is Yes, has this been removed? YES/NO.

NB. Cremation may be refused if items mentioned in '1' have not been removed.

FORM 'C'

"CONFIRMATION MEDICAL CERTIFICATE" —Given by another Registered Medical Practitioner who must be of at least five years standing and not a relative of the deceased nor a relative or partner of the doctor who gave the medical certificate in Form 'B'.

*NB. In order to be qualified to sign cremation certificates in Form 'C' a doctor must have been fully registered with the General Medical Council in this country for not less than five years.

It should be noted that, strictly speaking, the medical forms are confidential and should be transported and delivered to the Medical Referee in sealed envelopes. Also, the Home Office gave guidance in 1991 that the transmission of cremation forms by 'fax' is not legally acceptable.

FORM 'D'

"CERTIFICATE AFTER A POST-MORTEM EXAMINATION" - Given by a Medical Practitioner expert in pathology appointed by the Cremation Authority, or, in emergency, by the Medical Referee, who has carried out a post-mortem on the deceased at the request of the medical Referee when he/she considers the cause of death as shown in Certificates 'B' & 'C' may be such as to indicate that the death might be due to poison, violence, illegal operation, privation or neglect.

If the post-mortem fails to reveal the cause of death the death is reported to



the Coroner.

NB. This procedure is seldom used.

**FORM 'E1' or
FORM '20/20a'**

PROCURATOR FISCALS

Certificate to Cremation (Scotland or Coroners Authority for Cremation Northern Ireland).

FORM 'F'

"AUTHORITY TO CREMATE" - Signed by the medical Referee appointed by the Cremation Authority. The Medical Referee certifies:

That all statutory requirements have been complied with.

That the cause of death has been definitely ascertained.

No further examination of deceased is required

NB Forms 'B', 'C' & 'F' are usually printed as a combined form, though Form 'F' can be a separate printed document.

A Medical Referee cannot refuse to issue a Form F without an explanation and giving reasons

FORM 'G'

Regulation 17 of the Cremation Regulations, 1930, requires every Cremation Authority to appoint a Registrar who must keep a Register in the prescribed form (Form C) of all cremations carried out by the Authority, each form containing the following particulars:

- Serial number of cremation.
- Date of cremation.
- Name, residence and occupation of deceased.
- Age and sex of deceased.
- Whether married or unmarried.
- Date of Death.
- Name and address of person who applied for cremation.
- Names and addresses of persons signing certificates.
- District where death has been registered.
- How ashes were disposed of.
- Cremation Authorities often add extra information to Form 'C' to enable details of the officiating minister, the Funeral Director and any memorialisation to be recorded.
- Unlike Burial Registers, there is no public right of access to the Crematorium Register and it is generally regarded as confidential.

FORM 'H'

"CERTIFICATE OF ANATOMICAL EXAMINATION" - Signed by a person licensed



to practice Anatomical Examinations - following such an examination when the final method of disposal is Cremation - this Form replaces Forms 'B' & 'C'.

SECRETARY OF STATE ORDER TO CREMATE

Required when exhumed remains are to be cremated and forms Cremation 4 and Cremation 5 are not available



NON-STATUTORY DOCUMENTS REQUIRED FOR CREMATION FOR ALL UNITED KINGDOM COUNTRIES

- INSTRUCTION FORM** Giving details of a funeral to the Crematorium Registrar, normally confirmation of a telephone booking. Initiated and signed by the Funeral Director.
NB. Instruction forms sometimes incorporate instructions regarding the disposal of the cremated remains.
- CREMATED REMAINS DISPOSAL FORM** A separate form issued by the crematorium requesting the applicant to choose a method of disposal of the cremated remains.
- CREMATED REMAINS CERTIFICATE** A certificate issued by the crematorium to enable cremated remains to be disposed of, e.g. by interment in a Cemetery or Churchyard.

It is surprising that there should be such variation in appearance and clarity of forms for cremation supplied by different crematoria. Non-statutory forms tend to vary a great deal as the options for 'the disposal of cremated remains are often quite different from one crematorium to another. Funeral Directors visiting a crematorium to which they would not normally take clients should double check that the forms from another crematorium are acceptable, particularly the instructions for the funeral service and the disposal of the cremated remains.



ENVIRONMENTAL PROTECTION ACT, 1990 (Air Pollution Control)

The above Act places a statutory responsibility on Cremation Authorities to control the type of materials used in coffins and their fittings, and to prevent and render harmless emissions from crematoria. There is also a requirement that Funeral Directors assist in the emission-free process, by conforming to the instructions issued by the Federation of Burial and Cremation Authorities which are available in a leaflet the content of which follows herewith:



INSTRUCTIONS FOR FUNERAL DIRECTORS

- 1. RESPONSIBILITY.** The Funeral Director shall observe the Regulations of the Cremation Authority. The Funeral Director is responsible for the provision of sufficient bearers to convey the coffin reverently from the hearse to the catafalque. When the coffin is in position on the catafalque or deposited in the rest room or Chapel of Repose at the Crematorium the responsibility of the Funeral Director towards it ceases and that of the Cremation Authority begins.
- 2. CONSTRUCTION OF THE COFFIN.** The coffin must be made of wood or a wood by-product which, when placed in a cremator and subjected to the accepted cremation processes, is



easily combustible and which does not emit smoke, give off toxic gas or leave any retardant smears or drips after final combustion. No metal furniture or fittings whatever shall be used on a coffin for cremation.

No metal of any kind shall be used in the manufacture of such coffin except as necessary for its safe construction and then only metal of a high ferrous content. Cross pieces must not be attached to the bottom of the coffin. If it is desired to strengthen the bottom of the coffin, wooden strips may be placed lengthways for this purpose. The coffin must not be painted or varnished but may be covered with a suitable cloth. Products manufactured in PVC must

not be used in the construction of the coffin or its furnishings. The use of polystyrene must be restricted to the coffin nameplate only in which case it must not exceed 90 grams in weight.

- 3. LINING OF THE COFFIN.** The use of sawdust or cotton-wool must be avoided. If circumstances require, suitable sealing material may be used, but no metal, rubber or PVC will be permitted and on no account must pitch or a similar substance to be used.
- 4. SIZE OF THE COFFIN.** Where the external dimensions of a coffin are likely to exceed length 81 inches (206 cm); width 28 inches (71 cm); depth 22 inches (56 cm) the proper officer of the Crematorium must be given advance notice.
- 5. NOTICE OF CREMATION.** The Funeral Director must observe the Cremation Authority's Regulation regarding the length of notice to be given for a cremation and the time of the cremation, as agreed, must be strictly adhered to. All statutory and non-statutory forms and certificates, as required by the Cremation Authority, must reach the crematorium office by the specified time.
- 6. CREMATION OF INFANTS.** In cases when bereaved parents desire the cremation of the body of an infant, they should be warned that there are occasions when no tangible remains are left after the cremation process has been completed. This is due to the cartilaginous nature of the bone structure.

If the warning is not given the parents may have been denied the choice of earth burial and thereby subjected to understandable distress.

- 7. CREMATED REMAINS.** The utmost care should be taken when dealing with cremated



remains. If the Funeral Director supplies an urn or casket for cremated remains it should be of sufficient internal dimension to provide a minimum of 200 cubic inches (3,280 cubic cm) and securely labelled. The container should be strong enough to resist breakage in transit. The lid must fit tightly and the fastening should be strong enough to prevent the lid being forced open by distortion of the container through maltreatment in transit.

Sections 2, 3 & 4 of these instructions are often incorporated in the Preliminary Application Form for Cremation, reminding Funeral Directors of their responsibilities, some Crematoria insisting on a written confirmation from the Funeral Director that **the coffin and fitments conform to the requirements as detailed above.**

In view of the above, care should be taken as to what relatives are allowed to place in coffins that are going to be cremated.

Learning Outcome 3	Know which surgical implants require removal.
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Battery powered, and other implants that could cause problems to the Cremator, if not removed prior to cremation.

Some implants may cause damage to the cremator, and may even be a serious health and safety risk if they explode. Fixion nail implants, inserted under pressure into bones, are of particular concern on health and safety grounds. A list of potentially hazardous implants follows:-

- Pacemakers Implantable
- Cardioverter Defibrillators (ICDs)
- Cardiac resynchronization therapy devices (CRTDs)
- Implantable loop recorders
- Ventricular assist devices (VADs): Left ventricular assist devices (LVADs), Right ventricular assist devices (RVADs), or Biventricular assist devices BiVADs)
- Implantable drug pumps including intrathecal pumps
- Neurostimulators (including for pain & Functional Electrical Stimulation)
- Bone growth stimulators
- Hydrocephalus programmable shunts
- Any other battery powered implant
- Fixion nails
- Brachytherapy to the prostate, i.e. radioactive iodine-125 seeds (advice from the Department of Radiology and Urology at the Royal London Free and Whittington Hospitals states that iodine 125 seeds produce radiation for about one year, therefore if death occurs within 12 months following implantation the seeds should be removed)



Learning Outcome 4	Understand the purpose of the Federation of Burial and Cremation Authorities' (FBCA) Code of Practice and general guidelines.
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The Federation of Burial and Cremation Authority Guide to Cremation and Crematoria has been updated in April 2015 to reflect cremation of an infant and baby.

A copy can be found on Moodle within Section 6 – related documents and forms.

Likewise, the Institute of Crematoria and Cemeteries has produced the following useful guidance:-

<http://www.iccm-uk.com/iccm/library/Guiding%20Principles%20for%20Burial%20and%20Cremation%20October%202014.pdf>

Other ICCM documents include:

The Sensitive Disposal of Fetal Remains - <http://www.iccm-uk.com/iccm/library/FetalRemainsPolicyNOV2014ReviewFINAL.pdf>

Baby & Infant Funerals Policy and Guidance - <http://www.iccm-uk.com/iccm/library/BabyandInfantFuneralsNovember%202014.pdf>

Both of the above above were revised in conjunction with Sands

Please ensure you become familiar with the content with Cremation procedures paying specific attention to options for parents who have lost a baby or an infant.



CREMATION OF BODY PARTS

Learning Outcome 5	Know the administrative process for the cremation of body parts.
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The Cremation of Body Parts

On 14 February 2000 The Cremation (Amendment) Regulations 2000 were brought into force. These regulations were made by the Secretary of State under section 7 of the Cremation Regulations 1902 and amend the Cremation Regulations 1930. This legislation now enables the subsequent cremation of body parts (“organs or tissues removed from a deceased person during the course of a post mortem examination”, such as heart, brains, chest, abdominal or other organs) in circumstances where the body has already been cremated.

The format of the documentation for the cremation of body parts is contained in the legislation:

Cremation 2 Application for cremation of body parts

Cremation 8 Certificate releasing of body parts for cremation

Cremation 12 Authority to cremate body parts

Although not specifically mentioned, the Regulations indicate that the Register of Cremation of both bodies and body parts (previously G & GG) should be maintained by the Superintendent of the Crematorium.

Administrative procedure

The applicant for the cremation of the body part(s) must sign form Cremation 2. This is similar in layout and content to Cremation 1 (Application for Cremation of remains of deceased person).

Cremation 8 needs to be signed by the appropriate person on behalf of the hospital trust or other authority that has the body parts. This document confirms that the parts were removed during a post mortem examination and certifies that there is no reason for any further inquiry or examination, Cremation 8 also certifies that the remains are “...now released in a suitably safe and prepared condition.”

In addition to the above documentation, the legislation also requires evidence of registration of the death. The type of evidence is dependent upon the place of cremation or burial of the deceased.

If the cremation of the deceased took place at the crematorium where the body parts are to be cremated (or burial took place in a cemetery managed by the same authority) the crematorium (cemetery) registrar will already be in possession of the Registrar’s Certificate for Burial and Cremation. If, however, this document is not available at the crematorium, evidence of registration of the death of the deceased from whom the body parts have been removed must be furnished to the crematorium in the form of a copy of



the Certified Entry of Death issued by the Registrar of Births and Deaths. This can be obtained from the Registrar in whose district the death was registered or from the Family Records Centre in London.

The crematorium will require their Preliminary Application/Notice of Cremation to be completed and forwarded with the above documentation.

The statutory documentation will be submitted to the Medical Referee who has the authority to make any inquiry with regards to the application and certifies that he/she may consider necessary. The legislation also makes provision for the Secretary of State to authorise the Medical Referee to allow cremation in certain circumstances.

Summary of documentation to be supplied by a Funeral Director for the cremation of body part(s)

If cremation of body parts takes place at the same crematorium as the deceased:

- **Cremation 2**
- **Cremation 8**
- **Preliminary Application/Notice of Cremation**

If cremation of body parts does not take place at the same crematorium as the deceased:

- **A Certified Copy of the Entry of Death**
- **Cremation 2**
- **Cremation 8**
- **Preliminary Application/Notice of Cremation**

Implications for Funeral Arrangers and Funeral Directors

This legislation has implications for all Funeral Arrangers and Funeral Directors and there are a number of areas for consideration:

- (i) Funeral arranging staff should have a small quantity of all the appropriate documentation available in the office. There are two which staff should know about:

the Application Form (Cremation 2) and the Certificate on releasing Body Parts for cremation (Cremation 8) in addition to the general procedure.
- (ii) Funeral arranging staff should know what facilities exist at local crematoria for this service and how much they charge (use of chapel, cremation fee, charge of an organist, etc.).
- (iii) The fact that no cremated remains are available after the cremation must be made aware to the



client and confirmed in writing on the confirmation of arrangements provided.

- (iv) Funeral Directors need to decide what services can be offered to clients in respect of the cremation of body parts. For example, the types of casket (or other suitable receptacle), wording on a nameplate, funeral procedures, vehicles, flowers,
- (v) A system for the identification of body parts in the care of the Funeral Director.
- (vi) Funeral Directors need to have a charging policy for the services and facilities provided. For example: Should a charge be made if the firm carried out the funeral and is subsequently requested to cremate body parts? Should a charge be made if this was not the case?
- (vii) Consideration should be given concerning the inclusion of this service in a price list in compliance with any Code of Practice.
- (viii) Negotiations with local ministers concerning the awareness of this issue and the format of the service they would conduct.

Additional points:

This legislation does not extend to Scotland.

Although not covered under this legislation it is equally permissible to inter body parts and the usual burial documentation together with permission from the registered owner of the grave would apply.

Information can also be obtained from: The National Executive Officer,
Institute of Cemetery & Crematorium Management, City of London Cemetery, Aldersbrook Road,,
Manor Park, London, E12 5DQ



DISPOSAL OF CREMATED REMAINS

Learning Outcome 6	Know the methods and documentation for the disposal of cremated remains.
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Regulation 16 of the Cremation Regulations, 1930, says that after cremation the cremated remains must be given into the charge of the person who applied for the cremation, if he/she so desires.

If not, they must be retained by the Cremation Authority and, in the absence of any special arrangement for their burial or retention, they must either be decently interred in a burial ground or in land adjoining the crematorium reserved for the burial of cremated remains, or be scattered thereon. Most cremation authorities have strict rules about the length of time they will retain cremated remains before disposing of them in this way, however, 14 days notice must be given to the person who applied for the cremation before the remains are interred or scattered.

Some clients have difficulty in deciding about the ultimate disposal of cremated remains and it is important that the Funeral Director raise the subject at the time of making the funeral arrangements, explaining all the options available to them. Often Funeral Directors are asked to keep the remains until a decision is made and many find they hold large numbers of cremated remains, giving testimony to their failure in the past to take clear instructions from their clients or to follow up instructions from previously indecisive clients.

Some of the more usual forms of disposal are shown below, but, whatever the request, no matter how unusual it seems, the Funeral Director must be prepared to recommend, advise and assist the client by responding to the request in a legal and appropriate manner.

Cremated remains should be stored and handled reverently in the same way as the deceased was handled before cremation.



ADMINISTRATION OF CREMATED REMAINS PROCEDURES

NAFD Best Practice Guidance

All funeral firms should ensure they have written instructions from the applicant for cremation with regard to the disposal of the cremated remains and, when this involves the funeral director collecting the remains from the crematorium, a stringent audit trail should be recorded. It may be of use to keep a photocopy of the preliminary application form for future reference of applicant and final details.

A form should be produced with instructions for the collection and release of cremated remains and be completed by a member of staff to record the following information - this should be a separate sheet for each container of cremated remains for data protection and client confidentiality:-

- details of the deceased;
- remains collected from where, when and by whom;
- remains stored at what location and in what container;
- instructions for the release/disposal of the remains;
- name, address and telephone number of the applicant for cremation.

A record sheet or register should be kept within the funeral home with an account of all cremated remains within the premises.

Identification of the remains should be checked each time an entry is recorded and the Certificate of Cremation should be retained with the remains at all times.

Identification of the applicant for cremation should be checked before releasing the remains and, if they are to be released to a third party, written authority must be obtained and confirmed with the applicant before release.

When cremated remains are released a record should be made of who collected them (name, address and contact details), when they were collected and in what type of container. This should be signed by the person who collected the remains and the member of staff who released them.

Note: In the case of a dispute over 'ownership' of the cremated remains, a member may consider not releasing the remains to any party until each has signed a form indemnifying the member in writing against any action arising from the remains being delivered/handed to either party. If either party refuses to co-operate then the remains will only be handed to either party upon the direction of the Courts.



NAFD GUIDELINES Baby and Infant Cremation - Important

Definitions:

Foetal remains are defined as a foetus which is delivered at less than 24 weeks gestation and after delivery has shown no signs of life.

Still-birth is defined as a baby delivered at 24 weeks gestation or more which has shown no signs of life after delivery.

Neonatal is defined as a baby who is born alive but dies within the first 28 days of life.

Infant is used to refer to any baby who has died after 28 days before reaching their first year.

It is important to realise that contact from a family who has lost a baby, may come before, during or after any interaction with the hospital. The hospital may offer a “ shared “ funeral for the baby (more commonly known as a communal service. This should be referred to as a “ shared “ funeral , or the parents may wish to use a funeral director. It must be made clear that “shared” refers to the process of cremation and therefore it will not be possible to separate the cremated remains.

Firstly, there must be great sensitivity of communication with parents and other member of the family who may contact you initially. The family should be given time to discuss the options available to them , both during the funeral arrangements and afterwards once they have had time to consider the choices made. The funeral director must also understand that the parents and family who make the arrangements may not take in and store the information given to them, due to the shock and trauma they have experienced and they may ask the same questions repeatedly over time.

It may take some time for the parents to decide on burial or cremation. It must be stressed to the parents that there may not be cremated remains available to be returned to them.

A good local knowledge of the burial options in your area, together with assistance from the cemetery or churchyard, will aid the family in deciding, to either have a grave in the children’s area (if available) or a grave for the baby and their parents so they may be re-united in years to come.

It is important for funeral directors to have knowledge of how their local crematorium carries out stillborn and infant cremations. Whilst the funeral director may never be asked, it is necessary to know whether the crematorium cremates in stainless steel trays or has a specific infant cremator. The decision as to whether cremated remains are returned (if recovered) is to be made by the parents, not by the funeral director and the client/applicant must sign the appropriate cremation form accordingly.

There are many options for the parents to decide how the funeral is personalised. There are options for music, order of service, hymns, various type and styles of coffins, vehicles to convey the coffin, colours of clothing etc. The parents may wish to have a very private funeral or to open the funeral service to all.

These guidelines were produced in May 2015,



METHODS OF DISPOSAL

METHODS OF DISPOSAL	NOTES	Documentation
GARDEN OF REMEMBRANCE	All Crematoria and many burial grounds have a Garden of Remembrance of one form or another and in the case of crematoria these will normally provide for interment or scattering of the remains in a space which can be readily identified in the future.	The Crematorium will require an authority signed by the applicant who signed Cremation 1. In the case of a burial ground a Certificate of Cremation must be obtained and handed to the Cemetery Superintendent or Incumbent as appropriate.
CHURCHYARDS	Churchyards, whether they have a Garden of Remembrance or not, do not usually allow the scattering of cremated remains, preferring either burial or strewing. In this context, strewing involves the lifting of a piece of turf to enable the remains to be poured onto the exposed soil, the turf is then replaced	Certificate of Cremation
INTERMENT IN A GRAVE	Cremated remains may be interred in a grave even if that grave is full for normal burials providing there is a legal right of burial in being. Problems may arise if the grave has been sealed with concrete, flagstones or by a memorial that completely covers the grave. Some burial authorities will permit a tunnel to be made under the memorial to avoid disturbing it. Interment of cremated remains in a grave classified as 'full' can be a useful solution to the problem of keeping the remains of members of a family together. Most Burial Authorities require cremated remains to be interred in a wooden container with a nameplate attached, however, the strewing of the remains may be allowed particularly if the grave is a common one which is already full with normal interments. This is a situation in which local knowledge is important, so that clients can be advised accordingly.	Certificate of Cremation together with any formal application to open the grave.



METHODS OF DISPOSAL	NOTES	DOCUMENTATION
<p>COLUMBARIUM OR CRYPT</p>	<p>Some crematoria have a columbarium which usually takes the form of a covered walkway between the crematorium chapel and the Garden of Remembrance, one or both walls of the walkway being made up of small compartments or niches, each niche holding at least one urn or casket containing the cremated remains and being closed with a memorial tablet. Where a crypt exists, either at a crematorium or a church, a similar procedure is adopted allowing for one or two urns to be contained behind a memorial panel. Usually these facilities are only available for a limited period of time, the initial period being as short as seven years in some areas. Lodgement of cremated remains in this manner is not considered to be a 'final disposal', and removal may be undertaken without an exhumation authority, however, instructions will be needed as to the final disposal of the remains.</p>	
<p>DISPOSAL AT SEA</p>	<p>The cremated remains may be scattered or buried at sea with such requests coming from those with seafaring connections but not exclusively. Funeral Directors operating in seaside towns and ports usually have local contacts who will arrange a suitable vessel, the local branch of the Royal National Lifeboat Institution can often help in this respect. Should an attendant Minister be requested, the officiating Minister who conducted the funeral service or the padre of the nearest Mission to Seamen can be of assistance.</p> <p>If the remains are to be buried at sea they should be contained in a wooden container which should be suitably weighted, drilled and the ashes contained in a paper inner container to avoid the washing ashore of identifiable remains.</p>	<p>The Certificate of Cremation should be available for production to any authority such as the Harbourmaster.</p>



METHODS OF DISPOSAL	NOTES	DOCUMENTATION
PRIVATE DISPOSAL	<p>Clients often have definite ideas about the disposal of cremated remains some of which may be quite unusual. Often the choice is to scatter them at a favourite spot and providing common decency is observed there can be little opposition to this. However, if the site is on private land, such as a cricket or football pitch, or if it adjoins a waterway, the owners of the site and/or the Water Authority must give approval. Occasionally, the remains are retained at home, held in either a wooden casket or urn, in which case there can be no foreseeable objection or problem.</p>	<p>Although not normally required, a “Certificate of Cremation” may be needed to hand to the owner of a site such as the Water Authority, and even if the’ remains are kept at home, it is a good idea to deliver them with a certificate to enable them to be disposed of at a later date.</p>
FORWARDING ABROAD OR INTERNALLY	<p>If cremated remains are to be forwarded abroad or within the UK, it is strongly recommended that they should be addressed to a Funeral Director, to avoid distress to an unsuspecting recipient. The container should be wrapped in tissue paper, surrounded by corrugated cardboard and placed in a double strength cardboard carton of the correct size and then wrapped with brown paper. To reduce weight, especially when forwarding abroad, it is advisable to use a ‘polytainer’ which should be sealed by running polystyrene glue around the thread before closing. The container must be securely labelled with the name of the deceased, age and date of death.</p>	<p>Certificate of Cremation is essential and should accompany the remains.</p> <p>Certificate of Cremation; Copy of Certified Entry of Death; Funeral Director’s declaration as to contents; An H.M. Revenue and Customs Declaration is normally required, however, the receiving country’s Consulate in the U.K. should be advised, in case of any special requirements.</p>



Learning Outcome 7	Understand the scattering/interment of cremated remains.
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PROCEDURES FOR SCATTERING OR INTERMENT OF CREMATED REMAINS

The disposal of the cremated remains by scattering, strewing or burial may be carried out by the Funeral Director in the presence of the relatives, if they wish to attend and can take place with or without a religious ceremony. Depending on the availability of the cremated remains, this ceremony can take place later the same day, the next day or at any time to suit the family, especially when the deceased has left a wish or the family desire to have the cremated remains scattered or interred upon the death of the surviving spouse, whenever that might be.

If the ceremony is going to take place in the grounds of the crematorium, it is often left to the crematorium staff to carry this out, however, if the family is going to attend it is advisable for the Funeral Director to be in attendance as well. Should the ceremony take place elsewhere, unless the remains are being forwarded to another funeral home, the Funeral Director normally makes the arrangements and either collects the family or arranges to meet them at the place of committal.

If the cremation was recent, some or all of the flowers may be taken to the location. The casket is carried with due reverence to the grave and either placed, or the remains strewn, in the grave. If a Minister is present he/she leads the way using whatever committal prayers he/she thinks fit for the occasion.

Sometimes, when a person has died, and been cremated, away from home, the casket containing



the remains is taken into church for a memorial type service for the benefit of local members of the family and friends. When this occurs the same procedure is adopted as at a full service, however, it is advisable to have an assistant to carry the casket to leave the conductor free to carry out his/her duties in a fitting manner.

NB. Some special form of stand will be required if the casket is to be adequately displayed and thought should be given to a suitable display of flowers.

When scattering cremated remains, a properly manufactured 'scatterer' enables a dignified method of distribution to be achieved from as low down as possible, however note should be made of the direction of the wind - nothing is worse than covering mourners and officiants with a sprinkling of dust! NB. Cremated remains are sterile having been subjected to temperatures in excess of 600 degrees centigrade so no contamination is likely.

Learning Outcome 8	Know the available options for memorialisation.
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MEMORIALISATION

BOOK OF REMEMBRANCE:

Books of Remembrance have become the most widely accepted form of memorialisation at crematoria. Normally the book is located in a separately situated memorial chapel so as to allow ready access to the public without interfering with the normal services of the crematorium. Following the cremation, unless they have been informed to the contrary, the crematorium will contact the 'applicant' offering the facility.

Books of Remembrance are now available in Cemetery Chapels, some churches and can also be found in funeral homes close to the Chapel(s) of Rest.

MEMORIALS IN GARDEN OF REMEMBRANCE:

Memorial plaques on curbs and walls, rose bushes, memorial seats, bird baths and sundials can all be found in the Gardens of Remembrance helping to perpetuate the memory of the deceased.

MONUMENTAL MASONRY:

Some crematoria have areas set aside for the interment of cremated remains, enabling



small headstones, stone memorial plaques and the like to be placed.

COLUMBARIUM NICHE:

As seen above, this facility is available at some crematoria



Learning Outcome 9	Know the current guidelines for the disposal of unclaimed cremated remains.
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GUIDELINES FOR THE DISPOSAL OF CREMATED REMAINS WHERE OWNERSHIP IS UNKNOWN

The purpose of this part of the unit is to provide funeral firms with a consistent approach and guidelines ('best practice') for the disposal of cremated remains where ownership is either not known or non-traceable. Whilst this situation has to be addressed, due to the sensitivity of the issue it is imperative that funeral firms take all reasonable steps to establish ownership prior to disposal.

ACTION TO BE TAKEN PRIOR TO SCATTERING

- The funeral firm should satisfy itself that all reasonable efforts have been made to identify and trace the legal owner of the cremated remains.
Important Note: **Copies of correspondence or emails must be retained in case of an enquiry at a later date.**
- All company records should be researched and reviewed in an attempt to establish ownership.
- Every reasonable attempt should be made to contact the family, i.e. the last known address of the deceased or signatory of the cremation papers should be visited if practicable.
- The signatory/person who arranged the funeral (if known) should be advised in writing via Royal Mail Recorded Delivery that, unless instructions are given to the funeral firm within twenty-eight days, the cremated remains will be scattered at the firm's discretion or returned to the nearest crematorium.



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- An appropriately worded advertisement should be placed in local newspapers giving twenty-eight days' notice of scattering.

SCATTERING – THE OPTIONS

- The ashes must have been in the funeral firm's possession for a **minimum of five years**, with all previous attempts of repatriation having proved unsuccessful.
- Return the ashes to the local crematorium for scattering in the garden of remembrance (if possible) or, alternatively, within curtilage of the funeral home, if appropriate.
- Purchase a single plot in the local cemetery/churchyard for interment.
- Scatter the ashes at local beauty spot, with landowner's permission.
- The funeral firm should seriously consider whether or not to achieve positive PR by publicising any subsequent 'scattering event' and involving local media.
- In order to avoid a recurrence of untraceable ownership of cremated remains it is essential that, for the future, comprehensive documentation is maintained, clearly stating details of ownership and giving instructions for disposal/retention.
- Always obtain a signature for the instructions.

Whilst the National Association of Funeral Directors recommends that these guidelines should be followed, it cannot take responsibility in the event of any action being brought against a member of staff or employee.



Sample Certificate of Cremation for disposal of cremated remains

WREXTOWN CREMATORIUM

Tel. 01756.234567558
Cremation no.
30875

Address for all communications
6 Lower Road, Wrex town

This is to Certify that

the late **GLADYS JANICE MARGARET WINIFRED MORRIS**

aged **96 years**

who died on **28th day of June 2013**

at **6, Cemetery Road, Anytown, Anyshire**

was cremated at the Wrex town Crematorium

on **5th day of July 2013**

and that the Registrar's Certificate for Disposal for the registration district of
DELYN

numbered **123456**

has been produced to the Wrex town Crematorium and has been filed by me the undersigned in accordance with current Cremation Acts and Regulations. The Notification Certificate of Disposal (Part C) has been returned by me to the Registrar of Births and Deaths for the District stated above.

A. Jones

Dated: **6th September 2012** Registrar for Wrex town Crematorium



Help with your studies

- Tips for students
- Case studies
- Example examination questions

Tips for students:

- It is important not to view this unit in isolation, but one that draws from a number of units in this course. For example, the registration and Coroner or Procurator Fiscal's procedure (Module 3 Unit 7).
- As with all the other Modules in this course, always use the full title of the certificate. Where applicable, this should include its colour and number. For example, don't write 'Form 1.' Use the full title: 'Application for the Cremation of the Body of a Person who had Died – Form 1'. Don't write 'Form 6.' Write 'Certificate of Coroner, Cremation 6'.
- If listing certificates or documents, divide the part in two with titles on the left and a description on the right.
- Ensure you know the criteria of who can sign cremation certificates.
- Where appropriate, use your own experience and knowledge of crematoria you deal with to answer questions. However, as you are not being tested on you're the operations or procedures at one crematorium, so don't be afraid to supplement and answer with information and ideas that you think are relevant and help to make the answer comprehensive.



Case Studies For additional Information – please refer to Module 3 unit 7 for a case study on registration/coroner's procedure along with cremation certification.

Example Examination Questions - *Use these questions to test your knowledge or for revision purposes.*

A client does not believe that each coffin is cremated individually. What would you advise him/her?
What is the Cremation Code of Practice?
List nine recommendations of that Code
Summarise the points of Code of Cremation practice as issued by the Federation of British Cremation Authorities.
A client is a sceptical that he will receive his father's cremated remains - "they might be anyone's". Discuss using the Cremation Code of Conduct.
What procedures should be followed for forwarding cremated remains from London to Inverness and what methods can be used for getting them there?
(a) Describe as many different methods and places of disposal of cremated remains as possible
(b) Name the various forms of memorialisation available.
What procedure might you adopt to transfer cremated remains to a family within the United Kingdom

Identify all Cremation documentation including the purpose.
List the surgical implants that require removal prior to cremation.
Know the administrative process for the cremation of body parts.
Know the methods and documentation for the disposal of cremated remains.
Understand the scattering/interment of cremated remains.
Know the available options for memorialisation.
Know the current guidelines for the disposal of unclaimed cremated remains.



ASSESSMENT CRITERIA

Module 3 Unit 8	ASSESSMENT CRITERIA
	The learner can:
3.8.1a	Describe the working practice of a local crematorium.
3.8.1b	Outline the regulations governing cremation at a local crematorium.
3.8.2a	Identify the statutory documentation required for: a) adult cremation; b) cremation of a child/baby.
3.8.2b	Identify the non-statutory documentation required for: a) adult cremation; b) cremation of a child/baby.
3.8.3	Identify which surgical implants require removal prior to cremation.
3.8.4a	Describe the purpose of the FBCA's Code of Practice.
3.8.4b	Describe the purpose of the FBCA's general guidelines.
3.8.5	Describe the administrative process for the cremation of body parts.
3.8.6a	Describe the methods of disposal of cremated remains.
3.8.6b	For each method of disposal identified in 3.8.6a state the required documentation.
3.8.7a	Identify the options for scattering cremated remains.
3.8.7b	Describe the procedures for: a) the scattering of cremated remains; b) the interment of cremated remains.
3.8.8	Describe the options available for memorialisation.
3.8.9	Describe the current guidelines for the disposal of unclaimed cremated remains.

