



THE FUNERAL BOARD OF MANITOBA

NEWSLETTER

June 2014

Please note that newsletters are sent via email only but are also available on our website at www.gov.mb.ca/funeraldirectorsboard/index.html.

Funeral Board of Manitoba

The Board receives many calls enquiring about the upcoming hearings and responses to complaints, letters, etc.

We also receive requests for clarification on how the Funeral Board of Manitoba operates.

The Government appointed Funeral Board Members are not employees of the Government or the Board, and none have offices at 254 Portage Avenue.

Susan Boulter is the designated Chair of the Funeral Board of Manitoba. She is also the Director of Vital Statistics Agency and works from its office at 254 Portage Avenue in Winnipeg.

The Vice-Chair, Darin Hoffman, was voted in to his position by the Board members.

All administrative work is provided to the Board by Vital Statistics Agency staff.

Denise is bilingual and provides support in both official languages.

The Board's Inspector, John Delaney, is the Board's only employee. John has an office located at 254 Portage Avenue but is often investigating complaints or completing compliance reviews outside of the office.

Using Vital Statistics Agency staff and resources has been an effective way of carrying out the Board's work.

Although we do our best to provide fast and efficient service to all licensees and the general public, we may not always be able to provide immediate service.

Should you have any questions, or require additional clarification, please feel free to contact the Board at 204-947-1098.

Hearings

A hearing was held on Thursday, May 8, 2014 to review allegations in four separate matters. The hearing panel has 60 days from the hearing date to provide the licensees with the written decisions.

The Prearranged Funeral Services Act regulation

The draft regulation is close to being finalized. After the Board has reviewed the draft with the Minister, it will plan consultations with the profession. All up-to-date information will be posted on the website.

The Cemeteries Act

Our December newsletter notified you that administration of *The Cemeteries Act* was

transferred to the Funeral Board of Manitoba on December 5, 2013.

By now all licensees under that Act should have their licences and permits.

Additional forms are available on the Board's website at www.funeraldirectorsboard.gov.mb.ca.

We thank everyone for their patience and cooperation through this transition period.

Labour Mobility

In consultation with the Labour Mobility Coordinator and Red River College, the Funeral Board of Manitoba is introducing a jurisprudence questionnaire. Every person seeking a Certificate of Qualification in Manitoba will have to complete it, including those applying from other jurisdictions.

Education Committee

The Education Committee has received very few requests for course accreditation.

It has held meetings to review those requests and discuss pending matters.

Licensees should read the Continuing Education Policy and Procedure. Requests for accreditation of a course not on the approved list should be sent in for accreditation 8 weeks prior to the session.

Meeting minutes

All approved meeting minutes are posted on the Board's website. Licensees can review to stay up to date with all Board activities.

Winnipeg Regional Health Authority Change in Policy

On May 15, 2014, the Board forwarded an email from the WRHA to all licensed Funeral Directors advising of a change in its policy regarding removal of defibrillators from decedents. This information is also posted on the Board's website.

REMINDERS

Records to be kept

Section 12(1) of *The Funeral Directors and Embalmers Act* regulation specifies the records that must be kept by funeral directors. As complaints can be investigated up to five years after the event, the Board reminds everyone to ensure that all records are kept for that period of time; even if it was just trade work. A file should be made and kept of any decedent that services are provided for.

(Note: this does not apply to transportation services provided on a contract basis.)

INFORMATION SHEET

Attached is the Board's first information sheet on the MERS virus.

For more information regarding current events please visit our website at

www.funeraldirectorsboard.mb.ca.

Email: funeralboard@gov.mb.ca
 254 Portage Ave. Winnipeg MB R3C 0B6
Phone: 204-947-1098 **Fax :** 204-945-0424



Funeral Board of Manitoba
Information Sheet 2014-01
Topic: Routine Practices & MERS Virus

The Board is bringing information about the MERS Virus to you, the Licensees, and to remind you all about Routine Practices (previously known as Universal Precautions).

Middle East Respiratory Syndrome coronavirus (MERS-CoV)

Coronaviruses are common throughout the world. They can infect people and animals. Five different coronaviruses can infect people and make them sick. They usually cause mild to moderate upper-respiratory illness. But, some coronaviruses, like the one that caused SARS in 2003, can cause severe illness.

For current and detailed information regarding the above-noted virus, please visit the Public Health Agency of Canada's website or click on the following link <http://www.phac-aspc.gc.ca/eri-ire/coronavirus/index-eng.php>.

Routine Practices (*previously known as Universal Precautions*)

The Board reminds all licensees to follow Routine Practices at all times to ensure everyone's safety.

For current information regarding Routine Practices, visit the Public Health Agency of Canada's website at www.publichealth.gc.ca.