

# Funeral Service Technology

**Program CIP: 12.0301 – Funeral Service and Mortuary Science**

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# NATIONAL CERTIFICATION & STANDARDS

## Certification

### **The International Conference of Funeral Service Examining Boards**

The International Conference is a not-for-profit voluntary association providing examination services, information, and regulatory support to funeral service licensing boards and educators, governmental bodies and other regulatory agencies.

Their goals are to:

1. Define and enhance the identity and the role of The Conference to increase stakeholder understanding.
2. Increase the effectiveness of The Conference through the development of the Board and staff.
3. Enhance and expand communication to member boards, associate members, and exam candidates for understanding the purpose of The Conference.
4. Expand and enhance The Conference member services to support the regulatory community.

## Standards

### **The American Board of Funeral Service Education (ABFSE)**

The ABFSE serves as the national academic accreditation agency for college and university programs in Funeral Service and Mortuary Science Education. Although its roots go back to the 1940's, the ABFSE became an autonomous agency in 1962. The accrediting function of ABFSE is recognized by the US Department of Education and the Council on Higher Education Accreditation.

# INDUSTRY JOB PROJECTION DATA

The funeral service occupations require an education level of associate degree in a related field. There is expected to be a 22.25% increase in occupational demand at the regional level and 23.51% increase at the state level. Median annual income for this occupation is \$36,940.80 at the state level. A summary of occupational data from [www.swib.ms.gov/DataCenter](http://www.swib.ms.gov/DataCenter) is displayed below:

**Table 1: Education Level**

| Program Occupations | Education Level  |
|---------------------|------------------|
| Embalmers           | Associate Degree |

**Table 2: Occupational Overview**

|                             | Region      | State       | United States |
|-----------------------------|-------------|-------------|---------------|
| 2010 Occupational Jobs      | 382         | 370         | 27,240        |
| 2020 Occupational Jobs      | 467         | 457         | 30,256        |
| Total Change                | 85          | 87          | 3,016         |
| Total % Change              | 22.25%      | 23.51%      | 11.07%        |
| 2010 Median Hourly Earnings | \$17.76     | \$17.76     | N/A           |
| 2010 Median Annual Earnings | \$36,940.80 | \$36,940.80 | N/A           |
| Annual Openings             | 8           | 8           | 301           |

**Table 3: Occupational Breakdown**

| Description                 | 2010 Jobs | 2020 Jobs | Annual Openings | 2010 Hourly Earnings | 2010 Annual Earnings<br>2,080 Work Hours |
|-----------------------------|-----------|-----------|-----------------|----------------------|--|
| Funeral Directors/Embalmers | 382       | 467       | 8               | \$17.76              | \$36,940.80                              |

**Table 4: Occupational Change**

| Description | Regional Change | Regional % Change | State % Change | National % Change |
|-------------|-----------------|-------------------|----------------|-------------------|
| Embalmers   | 85              | 22.25%            | 23.51%         | 11.07%            |

## ARTICULATION

There is no secondary funeral service program to articulate to this program.

## TECHNICAL SKILLS ASSESSMENT

Colleges should report the following for students who complete the program with a career certificate, technical certificate, or an Associate of Applied Science Degrees for technical skills attainment. To use the approved Alternate Assessment for the following programs of study, colleges should provide a Letter of Notification to the Director of Career Technical Education at the MS Community College Board. Please see the following link for further instructions: <http://www.mccb.edu/wkfEdu/CTDefault.aspx>.

| CIP Code | Program of Study  |
|----------|---|
| 12.0301  | Funeral Service Technology  |
|          | <b>Standard Assessment</b>  |
|          | The International Conference of Funeral Service<br>Examining Boards |
|          |   |
|          |   |

## ONLINE AND BLENDED LEARNING OPPORTUNITIES

Course content includes lecture and laboratory semester credit hours. Faculty members are encouraged to present lecture related content to students in an online or blended learning environment. Training related to online and blended learning will be available to faculty members through the MS Community College Board.

## INSTRUCTIONAL STRATEGIES

Instructional strategies for faculty members implementing the curriculum can be found through the Office of Curriculum and Instruction's professional development.

## ASSESSMENT STRATEGIES

The Office of Curriculum and Instruction's professional development offer assessment strategies to faculty members implementing the curriculum. Additionally, standards were included in course content when appropriate.



## RESEARCH ABSTRACT

In the fall of 2016, the Office of Curriculum and Instruction (OCI) met with the different industry members who made up the advisory committees for the Funeral Service Technology program. An industry questionnaire was used to gather feedback concerning the trends and needs, both current and future, of their field. Program faculty, administrators, and industry members were consulted regarding industry workforce needs and trends.

Industry advisory team members from the college involved with this program were asked to give input related to changes to be made to the curriculum framework. Specific comments related to soft skills needed in this program include having a positive attitude, being at work every day and on time, and having reading and writing skills to complete work orders and other forms. Occupation-specific skills stated include knowing how to communicate with the customers, basic math skills, troubleshooting with customer concerns, and understanding the importance of confidentiality.

Included in this curriculum revision is the creation of four courses. Those courses are Restorative Art I (FST 1513), Restorative Art II (FST 1533), Microbiology/Pathology (FST 2613), and Current Issues in Funeral Service Technology (FST282(1-3)). In addition, Embalming II (FST 1224) credit hours were reduced from 5 to 4.

## REVISION HISTORY

2010, Revised, Research and Curriculum Unit, Mississippi State University

2017, Revised, Office of Curriculum and Instruction, Mississippi Community College Board

## PROGRAM DESCRIPTION

The Funeral Service Technology curriculum is a 2 year program leading to an Associate of Applied Science degree. The curriculum required for educating prospective funeral service professionals is a structured series of course experiences. This program is accredited by the American Board of Funeral Service Education (992 Mantua Pike, Suite 108, Woodbury Heights, NJ 08097; phone, 816-233-3747).\*

The goal of the program is to provide training that prepares students for entry-level positions after graduation and licensure. The curriculum is designed:

- to enlarge the background and knowledge of students about the funeral service profession;
- to educate students in every phase of funeral service and to help enable them to develop proficiency and skills necessary for the profession;
- to educate students concerning the responsibilities of the funeral service profession to the community at large;
- to emphasize high standards of ethical conduct;
- to provide a curriculum at the post-secondary level of instruction; and
- to encourage student and faculty research in the field of funeral service.

The ABFSE and each accredited program has the following aims:

- to be members of a human services profession;
- to be members of the community in which they serve;
- to be participants in the relationship between bereaved families and those engaged in the funeral service profession;
- to be professionals knowledgeable of and compliant with federal, state, provincial/territorial, and local regulatory guidelines in the geographic area where they practice as well as
- to be professionals sensitive to the responsibility for public health, safety, and welfare in caring for human remains.

\*Each college offering this program is responsible for maintaining programmatic accreditation through ABFSE.

# SUGGESTED COURSE SEQUENCE

## Accelerated Integrated Career Pathway

|               |                                |                       | SCH Breakdown |     |          | Certification Information |
|---------------|--------------------------------|-----------------------|---------------|-----|----------|---------------------------|
| Course Number | Course Name                    | Semester Credit Hours | Lecture       | Lab | Clinical | Certification Name        |
| FST 1113      | Mortuary Anatomy I             | 3                     | 3             | 0   | 0        |                           |
| FST 1214      | Embalming I                    | 4                     | 3             | 2   | 0        |                           |
| FST 1313      | Funeral Directing              | 3                     | 3             | 0   | 0        |                           |
| FST 1413      | Funeral Service Ethics and Law | 3                     | 3             | 0   | 0        |                           |
|               | Electives                      | 2                     |               |     |          |                           |
|               | <b>Total</b>                   | <b>15</b>             |               |     |          |                           |

## Funeral Service Required Courses

|                            |  |                       | SCH Breakdown |     |          | Certification Information |
|----------------------------|--|-----------------------|---------------|-----|----------|---------------------------|
| Course Number              | Course Name  | Semester Credit Hours | Lecture       | Lab | Clinical | Certification Name        |
| FST 1113                   | Mortuary Anatomy I   | 3                     | 3             | 0   | 0        |                           |
| FST 1214                   | Embalming I*   | 4                     | 3             | 2   | 0        |                           |
| FST1231                    | Clinical Embalming I*  | 1                     | 0             | 0   | 3        |                           |
| FST 1313                   | Funeral Directing  | 3                     | 3             | 0   | 0        |                           |
| FST 1123                   | Mortuary Anatomy II  | 3                     | 3             | 0   | 0        |                           |
| FST 1413                   | Funeral Service Ethics & Law                                 | 3                     | 3             | 0   | 0        |                           |
| FST 1224                   | Embalming II*  | 4                     | 3             | 2   | 0        |                           |
| FST 1241                   | Clinical Embalming II*                                       | 1                     | 0             | 0   | 3        |                           |
| FST 1513<br>or<br>FST 1523 | Restorative Art I**<br>or<br>Restorative Art/Color Cosmetics | 3                     | 2             | 2   | 0        |                           |
| FST 2613                   | Microbiology/Pathology***                                    | 3                     | 3             | 0   | 0        |                           |
| FST 2713                   | Psychosocial Aspects of Grief and Death                      | 3                     | 3             | 0   | 0        |                           |
| FST 2323                   | Funeral Merchandising and Management                         | 3                     | 3             | 0   | 0        |                           |
| FST 2811                   | Comprehensive Review   | 1                     | 1             | 0   | 0        |                           |
|                            | Electives  | 10                    |               |     |          |                           |
|                            | <b>Total</b>   | <b>45</b>             |               |     |          |                           |

\*If the school is not offering FST 1231 Clinical Embalming I and FST 1241 Clinical Embalming II, students must complete clinical hours in FST 1214 Embalming I and/or FST 1224 Embalming II.

\*\*If the school offers FST 1513, it must also require FST 1533.

\*\*\*If FST 2613 is not offered, then the school must offer FST 2623 and FST 2633.

## GENERAL EDUCATION CORE COURSES

To receive the Associate of Applied Science Degree, a student must complete all of the required coursework found in Funeral Services Required Course listing and the General Education Core courses as outlined in the table below. Each community college will specify the actual courses that are required to meet the General Education Core Requirements for the Associate of Applied Science Degree at their college. The Southern Association of Colleges and Schools (SACS) Commission on Colleges Standard 2.7.3 from the Principles of Accreditation: Foundations for Quality Enhancement<sup>1</sup> describes the general education core.

Section 2.7.3 In each undergraduate degree program, the institution requires the successful completion of a general education component at the collegiate level that (1) is substantial component of each undergraduate degree, (2) ensures breadth of knowledge, and (3) is based on a coherent rationale. For degree completion in associate programs, the component constitutes a minimum of 15 semester hours or the equivalent. These credit hours are to be drawn from and include at least one course from the following areas: humanities/fine arts, social/behavioral sciences, and natural science/mathematics. The courses do not narrowly focus on those skills, techniques, and procedures specific to a particular occupation or profession.

### General Education Courses

|               |                            |                       | SCH Breakdown |     | Certification Information |
|---------------|----------------------------|-----------------------|---------------|-----|---------------------------|
| Course Number | Course Name                | Semester Credit Hours | Lecture       | Lab | Certification Name        |
|               | Humanities/Fine Arts       | 3                     |               |     |                           |
|               | Social/Behavioral Sciences | 3                     |               |     |                           |
|               | Math/Science               | 3                     |               |     |                           |
|               | Academic electives         | 6                     |               |     |                           |
|               | <b>TOTAL</b>               | <b>15</b>             |               |     |                           |

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1

Southern Association of Colleges and Schools Commission on Colleges. (2012). *The principles of accreditation: Foundations for quality enhancement*. Retrieved from <http://www.sacscoc.org/pdf/2012PrinciplesOfAccreditation.pdf>

# FUNERAL SERVICE COURSES

\*Any course not listed as a required course may be used as an elective

| Course Number | Course Name   | Semester Credit Hours | SCH Breakdown |     |          | Certification Information |
|---------------|---|-----------------------|---------------|-----|----------|---------------------------|
|               |   |                       | Lecture       | Lab | Clinical |                           |
| FST 1113      | Mortuary Anatomy I  | 3                     | 3             | 0   | 0        |                           |
| FST 1123      | Mortuary Anatomy II   | 3                     | 3             | 0   | 0        |                           |
| FST 1214      | Embalming I   | 4                     | 3             | 2   | 0        |                           |
| FST 1224      | Embalming II  | 4                     | 3             | 2   | 0        |                           |
| FST 1231      | Clinical Embalming I  | 1                     | 0             | 0   | 3        |                           |
| FST 1241      | Clinical Embalming II   | 1                     | 0             | 0   | 3        |                           |
| FST 1313      | Funeral Directing   | 3                     | 3             | 0   | 0        |                           |
| FST 1413      | Funeral Service Ethics and Law  | 3                     | 3             | 0   | 0        |                           |
| FST 1513      | Restorative Art I   | 3                     | 2             | 2   | 0        |                           |
| FST 1523      | Restorative Art/Color Cosmetic  |                       |               |     |          |                           |
| FST 1533      | Restorative Art II  | 3                     | 2             | 2   | 0        |                           |
| FST 2251      | Clinical Embalming III  | 1                     | 0             | 0   | 3        |                           |
| FST 2261      | Clinical Embalming IV   | 1                     | 0             | 0   | 3        |                           |
| FST 2273      | Thanatochemistry  | 3                     | 3             | 0   | 0        |                           |
| FST 2323      | Funeral Merchandising and Management  | 3                     | 3             | 0   | 0        |                           |
| FST 2423      | Business Law  | 3                     | 3             | 0   | 0        |                           |
| FST 2523      | Color and Cosmetics   | 3                     | 2             | 2   | 0        |                           |
| FST 2613      | Microbiology/Pathology  | 3                     | 3             | 0   | 0        |                           |
| FST 2623      | Microbiology  | 3                     | 3             | 0   | 0        |                           |
| FST 2633      | Pathology   | 3                     | 3             | 0   | 0        |                           |
| FST 2713      | Psychosocial Aspects of Grief and Death                                       | 3                     | 3             | 0   | 0        |                           |
| FST 281(1-3)  | Comprehensive Review  | 1-3                   | 1-3           | 0   | 0        |                           |
| FST 282(1-3)  | Current Issues in Funeral Service Technology                                  | 1-3                   | 1-3           | 0   | 0        |                           |
|               | All other electives approved by instructor per local community college policy |                       |               |     |          |                           |

# COURSE DESCRIPTIONS

**Course Number and Name:** FST 1113 Mortuary Anatomy I

**Description:** This course focuses on the study of the human body with particular emphasis on those systems providing the foundation for embalming, pathology, public health, and restorative arts.

**Hour Breakdown:**

| Semester Credit Hours | Lecture | Lab | Clinical | Contact Hours |
|-----------------------|---------|-----|----------|---------------|
| 3                     | 3       | 0   | 0        | 45            |

**Prerequisite:** None

**Student Learning Outcomes:**

1. Define anatomical terminology and body organization sufficient to communicate effectively with the public, public officials, and health professionals.
2. Compare and contrast anatomical guides, linear guides, and anatomical limits; and explain selected topographical regions.
3. Compare and contrast the different categories of articulations, listing examples of each.
4. Identify and describe the major layers and accessory structures of the integumentary system.
5. Identify the major subdivisions of the skeletal system, including individual bones, their numbers, and their important functions.
6. Identify major and accessory organs of the digestive system and chart ingested items from entry to exit through the system.
7. Identify organs of the urinary system and trace the flow of urine.
8. Identify the major organs of the male and female reproductive systems.
9. Locate and identify selected skeletal muscles.

**Course Number and Name:** FST 1123 Mortuary Anatomy II

**Description:** This course is a continuation of Mortuary Anatomy I, including all remaining body systems. Major emphasis is on circulatory system.

**Hour Breakdown:**

| Semester<br>Credit Hours | Lecture | Lab | Clinical | Contact Hours |
|--------------------------|---------|-----|----------|---------------|
| 3                        | 3       | 0   | 0        | 45            |

**Prerequisite:** Mortuary Anatomy I

**Student Learning Outcomes:**

1. Identify the major organs of the respiratory system, trace the flow of air during inhalation and exhalation, and differentiate between internal and external respiration.
2. Identify and describe the flow of blood through the heart and major vessels of the cardiovascular system.
3. Identify the major structures and functions of the cardiovascular system, the blood vascular system, arterial and venous circulation, and components of the blood.
4. Identify the major organs and vessels of the lymphatic system.
5. Identify the location and function of selected endocrine structures.
6. Discuss the major structures and subdivisions of the nervous system.

**Course Number and Name:** FST 1214 Embalming I

**Description:** This course is a basic orientation to embalming. Included are the terminology, safety procedures, and ethical protocols in preparation of human remains, physical and chemical changes in the dying process, and a study of the chemical compositions of embalming fluid.

**Hour Breakdown:**

| Semester<br>Credit Hours | Lecture | Lab | Clinical | Contact Hours |
|--------------------------|---------|-----|----------|---------------|
| 4                        | 4       | 0   | 0        | 60            |
| 4                        | 3       | 2   | 0        | 75            |
| 4                        | 3       | 0   | 3        | 90            |

**Prerequisite:** None

**Student Learning Outcomes:**

1. Explain the concepts of disinfection, temporary preservation and restoration of the dead human body.
2. Relate how the handling, treatment and disposition of the dead human body meets sociological, psychological, ethical and regulatory requirements.
3. Differentiate between the various professional agencies and their responsibilities with respect to the dead human body.
4. Demonstrate and describe the use of embalming instruments, equipment and supplies.
5. Describe the general principles and use of embalming chemicals and summarize their components.
6. Demonstrate and explain safe work practices concerning exposure to bloodborne pathogens and hazardous chemicals.
7. Research the historical foundations of funeral service practices in order to better serve client families.
8. Examine the development of funeral service in order to bring significance to current practices.
9. Recognize enduring values of various cultures and expressed in their funeral practices.
10. Outline the progression and necessity of funeral service education.
11. Relate the value of funeral service associations and their purposes.
12. Identify the historical foundations of various funeral practices.



**Course Number and Name:** FST 1224 Embalming II

**Description:** This course is a continuation of FST 1214 with emphasis placed on the principles and techniques of embalming. Topics covered include linear and anatomical guides, case analyses, handling special case problems, formulating chemical solutions, a complete analysis of the circulatory system, an explanation of the equipment used in the embalming process, and methods of injection and drainage.

**Hour Breakdown:**

| Semester Credit Hours | Lecture | Lab | Clinical | Contact Hours |
|-----------------------|---------|-----|----------|---------------|
| 4                     | 4       | 0   | 0        | 60            |
| 4                     | 3       | 2   | 0        | 75            |
| 4                     | 3       | 0   | 3        | 90            |

**Prerequisite:** Embalming I

**Student Learning Outcomes:**

1. Analyze anatomical considerations for injection point selection and describe how the vascular system is used to distribute embalming chemicals to the tissues of the body.
2. Identify body conditions that will affect the choice of various embalming techniques and the implementation of the proper procedures.
3. Complete all documentation associated with the care and preparation of the dead human body.
4. Integrate information from the studies of Microbiology, Pathology, Anatomy, Chemistry and Restorative Art.

**Course Number and Name:** FST 1231 Clinical Embalming I

**Description:** Apply the theoretical principles taught in the Funeral Service Technology curriculum in the funeral establishment/commercial mortuary.

**Hour Breakdown:**

| Semester Credit Hours | Lecture | Lab | Clinical | Contact Hours |
|-----------------------|---------|-----|----------|---------------|
| 1                     | 0       | 0   | 3        | 45            |

**Pre/corequisite:** Embalming I (FST 1214)

**Student Learning Outcomes:**

1. Explain how the handling, treatment, and disposition of human remains meet the sociological, psychological, theological, physical, and legal requirements of family and community.
  - a. Gain the legal authorization required for embalming.
  - b. Discuss the impact that preparing human remains has on family and community.
2. Recognize potential hazards in the embalming room, and utilize personal sanitation procedures.
  - a. Participate in personal safety and sanitation.
  - b. Identify and describe the purpose of embalming instruments.
  - c. Demonstrate the proper procedures associated with the disposal of contaminated waste.
3. Participate in normal and special embalming procedures leading to fulfillment of the American Board of Funeral Service Education requirements.
  - a. Solve problems related to embalming procedures.
  - b. Embalm human remains.
  - c. Gain certification of competency by the instructor.
4. Complete case reports that describe the complete embalming operation on a case-by-case basis.
  - a. Formulate case analyses.
  - b. Demonstrate the selection of embalming chemicals for each case.
  - c. Document step-by-step procedures with a case report.

**Course Number and Name:** FST 1241 Clinical Embalming II

**Description:** Apply the theoretical principles taught in the embalming curriculum.

**Hour Breakdown:**

| Semester Credit Hours | Lecture | Lab | Clinical | Contact Hours |
|-----------------------|---------|-----|----------|---------------|
| 1                     | 0       | 0   | 3        | 45            |

**Pre/corequisite:** Embalming I (FST 1214), Clinical Embalming I (FST 1231), and Embalming II (FST 1225)

**Student Learning Outcomes:**

1. Maintain OSHA guidelines.
  - a. Utilize personal protective equipment.
  - b. Practice universal precautions.
  - c. Dispose of hazardous wastes.
2. Continue to participate in normal and special embalming procedures leading to fulfillment of the American Board of Funeral Service Education requirements.
  - a. Solve problems related to embalming procedures.
  - b. Embalm human remains.
  - c. Gain certification of competency by the instructor.
3. Prepare case reports that describe the complete embalming operation on a case-by-case basis.
  - a. Formulate case analyses.
  - b. Demonstrate the selection of embalming chemicals for each case.
  - c. Document step-by-step procedures with a case report.

**Course Number and Name:** FST 1313 Funeral Directing

**Description:** This course is a study of the total funeral service environment, including history, duties, responsibilities, ethical obligations, and communication skills.

**Hour Breakdown:**

| Semester Credit Hours | Lecture | Lab | Clinical | Contact Hours |
|-----------------------|---------|-----|----------|---------------|
| 3                     | 3       | 0   | 0        | 45            |

**Prerequisite:** None

**Student Learning Outcomes:**

1. Determine and identify the primary responsibility of the funeral practitioner, including regulatory and legislative compliance, and adherence to ethical standards.
2. Explain the time frames in which the services of the funeral practitioner are typically provided (i.e. pre-need, at-need, and post funeral follow up).
3. Describe and apply appropriate initial notification procedures.
4. Relate the process of transferring human remains from the place of death to the funeral establishment using generally accepted procedures, equipment, and forms.
5. Apply communication skills necessary for the arrangement conference and all funeral processes.
6. Identify and describe various religious and secular funeral customs as practiced in North America.
7. Describe fraternal funeral procedures and military honors.
8. Discuss prefunded/preplanned funerals
9. Discuss requirement and options for the shipping of human remains.
10. Interpret vocabulary associated with funeral service.
11. Explain terminology and considerations unique to cremation and alternative disposition arrangements.

**Course Number and Name:** FST 1413 Funeral Service Ethics and Law

**Description:** Comprehensive review of the ethical and legal aspects involved in funeral service.

**Hour Breakdown:**

| Semester Credit Hours | Lecture | Lab | Clinical | Contact Hours |
|-----------------------|---------|-----|----------|---------------|
| 3                     | 3       | 0   | 0        | 45            |

**Prerequisite:** None

**Student Learning Outcomes:**

1. Understand and discuss the laws, rules and regulations affecting funeral service.
2. Identify legal relationships, rights, duties and liabilities between the funeral service practitioner, the dead body and the consumer.
3. Recognize the legal issues and importance of due diligence in the funeral practices and compliance to help minimize exposure and/ or liability.
4. Understand the importance of completing proper documentation in funeral service.
5. Distinguish situations when legal and other professional services are required for death planning and estate administration.
6. Define ethics.
7. Distinguish between legal and ethical issues.
8. Apply a standard of ethical behavior in personal and professional conduct.
9. Demonstrate an understanding of terms associated with ethical issues and practices.

**Course Number and Name:** FST 1513 Restorative Art I

**Description:** An in-depth study of anatomical modeling, including familiarization with instruments, materials, and techniques of rebuilding human features and application of restorative techniques in the funeral setting.

**Hour Breakdown:**

| Semester Credit Hours | Lecture | Lab | Clinical | Contact Hours |
|-----------------------|---------|-----|----------|---------------|
| 3                     | 2       | 2   | 0        | 60            |

**Prerequisite:** None

**Student Learning Outcomes:**

1. Recognize the importance of obtaining written or oral permission to perform restorative procedures.
2. Demonstrate an understanding of the relationship between restorative and embalming procedures.
3. Name and locate the major bony structures of the skull and explain how each influences surface form.
4. Name and locate the major muscles of the face and explain how each influences surface form and expression.
5. Identify and describe the natural and acquired facial markings of the face and neck.
6. Describe and explain facial proportions and how they relate to the natural form of the facial features and facial restoration.
7. Identify and describe the forms of the head and face from the profile, frontal and bilateral views.
8. Identify and describe the four major facial features, their parts and variations.

**Course Number and Name:** FST 1523 Restorative Art /Color Cosmetics

**Description:** An in-depth study of anatomical modeling, including familiarization with instruments, materials, and techniques of rebuilding human features and application of restorative techniques in the funeral setting.

**Hour Breakdown:**

| Semester Credit Hours | Lecture | Lab | Clinical | Contact Hours |
|-----------------------|---------|-----|----------|---------------|
| 3                     | 2       | 2   | 0        | 60            |

**Prerequisite:** None

**Student Learning Outcomes:**

1. Recognize the importance of obtaining written or oral permission to perform restorative procedures.
2. Demonstrate an understanding of the relationship between restorative and embalming procedures.
3. Name and locate the major bony structures of the skull and explain how each influences surface form.
4. Name and locate the major muscles of the face and explain how each influences surface form and expression.
5. Identify and describe the natural and acquired facial markings of the face and neck.
6. Describe and explain facial proportions and how they relate to the natural form of the facial features and facial restoration.
7. Identify and describe the forms of the head and face from the profile, frontal and bilateral views.
8. Identify and describe the four major facial features, their parts and variations.
9. Describe the principles of color theory as it applies to pigments, their classifications, and their relationship to cosmetic compounds.
10. Apply the correct colorants to achieve a natural appearance under various conditions.
11. Identify, describe and utilize the various cosmetic materials, treatments, and restorative equipment.
12. Utilize the principles of illumination as they apply to color theory and cosmetics.

**Course Number and Name:** FST 1533 Restorative Art II

**Description:** Describe color theory and application to restorative techniques in the funeral setting.

**Hour Breakdown:**

| Semester Credit Hours | Lecture | Lab | Clinical | Contact Hours |
|-----------------------|---------|-----|----------|---------------|
| 3                     | 2       | 2   | 0        | 60            |

**Prerequisite:** Restorative Art I (FST 1513)

**Student Learning Outcomes:**

1. Describe the principles of color theory as it applies to pigments, their classifications, and their relationship to cosmetic compounds.
2. Apply the correct colorants to achieve a natural appearance under various conditions.
3. Identify, describe and utilize the various cosmetic materials, treatments, and restorative equipment.
4. Utilize the principles of illumination as they apply to color theory and cosmetics.



**Course Number and Name:**        **FST 2251    Clinical Embalming III**

**Description:**                        Apply the theoretical principles taught in Funeral Service Technology curriculum in the funeral establishment/commercial mortuary.

**Hour Breakdown:**

| Semester Credit Hours | Lecture | Lab | Clinical | Contact Hours |
|-----------------------|---------|-----|----------|---------------|
| 1                     | 0       | 0   | 3        | 45            |

**Pre/ corequisite:**                    Embalming I (FST 1214), Clinical Embalming I (FST 1231), and Clinical Embalming II (FST 1241)

**Student Learning Outcomes:**

1. Formulate a case analysis based on the body presented, and relate the analysis to legal regulations leading to fulfillment of the American Board of Funeral Service Education requirements.
  - a. Actively participate in the arterial and cavity embalming of human remains.
  - b. Perform case analysis.
  - c. Explain the conditions whereby notification of death is required to public officials.
2. Perform the terminal tasks associated with embalming.
  - a. Participate in a terminal disinfection of the embalming site.
  - b. Demonstrate the various methods of suturing.
  - c. Demonstrate the proper techniques for cavity embalming.
3. Continue to maintain OSHA guidelines.
  - a. Utilize personal protective equipment.
  - b. Practice universal precautions.
  - c. Dispose of hazardous wastes.

**Course Number and Name:** FST 2261 Clinical Embalming IV

**Description:** Apply the theoretical principles taught in the Funeral Service Technology curriculum in the funeral establishment/commercial mortuary.

**Hour Breakdown:**

| Semester<br>Credit Hours | Lecture | Lab | Clinical | Contact Hours |
|--------------------------|---------|-----|----------|---------------|
| 1                        |         | 0   | 3        | 45            |

**Pre/corequisite:** Embalming I (FST 1214), Embalming II (FST 1225), Clinical Embalming I (FST 1231), Clinical Embalming II (FST 1241), and Clinical Embalming III (FST 2251)

**Student Learning Outcomes:**

1. Actively participate in the arterial and cavity embalming of human remains leading to fulfillment of the American Board of Funeral Service Education requirements.
  - a. Raise the appropriate artery and vein.
  - b. Arterially inject and aspirate human remains.
  - c. Complete case reports, and explain the report to other allied health and lay people.
2. Observe and participate in the preparation of special cases.
  - a. Observe and participate in a postmortem embalming case.
  - b. Observe and participate in the embalming of an organ/tissue donation case.
3. Adhere to OSHA guidelines.
  - a. Utilize personal protective equipment.
  - b. Practice universal precautions.
  - c. Dispose of hazardous wastes.
4. Continue to perform the terminal tasks associated with embalming.
  - a. Participate in a terminal disinfection of the embalming site.
  - b. Demonstrate the various methods of suturing.
  - c. Demonstrate the proper techniques for cavity embalming.

**Course Number and Name:** FST 2273 Thanatochemistry

**Description:** This course is a survey of the principles of general, organic, biological, and embalming chemistry as they relate to the embalming process.

**Hour Breakdown:**

| Semester<br>Credit Hours | Lecture | Lab | Clinical | Contact Hours |
|--------------------------|---------|-----|----------|---------------|
| 3                        | 3       | 0   | 0        | 45            |

**Prerequisite:** Embalming I (FST 1214)

**Student Learning Outcomes:**

1. Understand why general chemistry is a basis for embalming chemistry.
2. Identify potentially harmful chemicals used in the funeral home and describe pertinent state and federal regulations regarding use, storage, etc.
3. Identify chemical components of embalming fluids (arterial, cavity, and accessory) and describe their respective functions.
4. Describe the essential characteristic processes of decomposition.
5. Identify the characteristic features of embalming solutions and method of diffusion.
6. Define the basic characteristics of carbohydrates, lipids, and proteins.

**Course Number and Name:** FST 2323 Funeral Merchandising and Management

**Description:** This course is a study of merchandising and management procedures necessary to operate a successful funeral practice.

**Hour Breakdown:**

| Semester Credit Hours | Lecture | Lab | Clinical | Contact Hours |
|-----------------------|---------|-----|----------|---------------|
| 3                     | 3       | 0   | 0        | 45            |

**Prerequisite:** None

**Student Learning Outcomes:**

1. Demonstrate knowledge of funeral merchandise to facilitate communications with colleges, and sales representatives and the public;
2. Explain the component parts of funeral merchandise, including materials used. Styles, finishes, dimensions and functions;
3. Demonstrate conceptual and practical knowledge of factors and strategies for determining the firm's product mix;
4. Differentiate between methods of price determination and price quotation;
5. Demonstrate knowledge of effective methods of merchandise display;
6. Utilize techniques for the effective presentation of merchandise and services;
7. Discuss the importance of monitoring and evaluating sales.
8. Identify the goals and objectives of funeral service management.
9. Describe management functions as they relate to funeral service.
10. Identify and apply concepts of funeral service management as related to client-families, community, personnel (staff), professional associates and other funeral service related organizations.
11. Identify and discuss the areas of management as they relate to funeral services.
12. Demonstrate knowledge of operational policies and procedures specific to funeral service.
13. Discuss procedures and responsibilities as they relate to disaster management.
14. Identify trends in funeral service and how they impact management functions.
15. Recognize the importance of regulatory compliance for funeral service operations.
16. Identify situations requiring the advice of other professionals/experts in fields such as legal, accounting, financial and insurance.
17. Describe the evolution of funeral merchandise, funeral transportation and funeral homes.

**Course Number and Name:** FST 2423 Business Law

**Description:** This course is designed to introduce the student to the bodies of law and the judicial system as applied to day-to-day operations of a funeral home.

**Hour Breakdown:**

| Semester Credit Hours | Lecture | Lab | Clinical | Contact Hours |
|-----------------------|---------|-----|----------|---------------|
| 3                     | 3       | 0   | 0        | 45            |

**Prerequisite:** None

**Student Learning Outcomes:**

1. Explain the American system of jurisprudence.
2. Distinguish between torts and crimes, and breach of contracts.
3. Explain the components and requirements of a valid contract.
4. Apply the Uniform Commercial Code regarding the sale of goods.
5. List the requirements for negotiable instruments.
6. Identify the basic forms of business organization.
7. Identify and explain the legal issues regarding agencies.
8. Identify the characteristics related to bailments.
9. Distinguish between real and personal property, and method of acquiring and transferring by virtue of purchase, sale, and inheritance.

**Course Number and Name:** FST 2613 Microbiology/Pathology

**Description:** This course is designed to present the basic principles of microbiology and prevention of the spread of microorganisms as related to the embalming procedure and protection of the public health. Also focuses on the study of pathological disease conditions and how they affect various parts of the body, with particular emphasis on those conditions that relate to or affect the embalming or restorative art process.

**Hour Breakdown:**

| Semester<br>Credit Hours | Lecture | Lab | Clinical | Contact Hours |
|--------------------------|---------|-----|----------|---------------|
| 3                        | 3       | 0   | 0        | 45            |

**Pre/corequisite:** Mortuary Anatomy I (FST 1113)

**Student Learning Outcomes:**

1. Identify basic microbial morphology and describe basic microbial physiology.
2. Interpret host-parasite relationships and interactions, and the requirements of successful parasitism.
3. Describe and apply knowledge of personal and environmental disinfection and decontamination by proper use of disinfection and sterilization procedures.
4. Describe the fundamentals of the infection process and specific and non-specific defense mechanisms against disease.
5. Understand infectious disease transmission and recognize the methods of control with special emphasis on protection of the embalmer, funeral director and public.
6. Differentiate between the normal flora, true pathogens, and opportunistic pathogens commonly associated with the human host and dead human remains.
7. Demonstrate a knowledge of diseases and related terminology which will enable competent communication with members of the medical community, allied professionals and surviving family members.
8. Describe the value of the postmortem examination, anatomical gifts, tissue transplantation and medical research.
9. Identify the pathological conditions and etiological factors which require special procedures in the removal, handling, preparation and disposition of human remains.
10. Understand the relationship between disease processes and the preparation of human remains for disposition.

**Course Number and Name:** FST 2623 Microbiology

**Description:** This course is designed to present the basic principles of microbiology and prevention of the spread of microorganisms as related to the embalming procedure and protection of the public health.

**Hour Breakdown:**

| Semester<br>Credit Hours | Lecture | Lab | Clinical | Contact Hours |
|--------------------------|---------|-----|----------|---------------|
| 3                        | 3       | 0   | 0        | 45            |

**Pre/corequisite:** Mortuary Anatomy I (FST 1113)

**Student Learning Outcomes:**

1. Identify basic microbial morphology and describe basic microbial physiology.
2. Interpret host-parasite relationships and interactions, and the requirements of successful parasitism.
3. Describe and apply knowledge of personal and environmental disinfection and decontamination by proper use of disinfection and sterilization procedures.
4. Describe the fundamentals of the infection process and specific and non-specific defense mechanisms against disease.
5. Understand infectious disease transmission and recognize the methods of control with special emphasis on protection of the embalmer, funeral director and public.
6. Differentiate between the normal flora, true pathogens, and opportunistic pathogens commonly associated with the human host and dead human remains.

**Course Number and Name:** FST 2633 Pathology

**Description:** This course focuses on the study of pathological disease conditions and how they affect various parts of the body, with particular emphasis on those conditions that relate to or affect the embalming or restorative art process.

**Hour Breakdown:**

| Semester<br>Credit Hours | Lecture | Lab | Clinical | Contact Hours |
|--------------------------|---------|-----|----------|---------------|
| 3                        | 3       | 0   | 0        | 45            |

**Prerequisite:** Instructor Approved

**Student Learning Outcomes:**

1. Demonstrate a knowledge of diseases and related terminology which will enable competent communication with members of the medical community, allied professionals and surviving family members.
2. Describe the value of the postmortem examination, anatomical gifts, tissue transplantation and medical research.
3. Identify the pathological conditions and etiological factors which require special procedures in the removal, handling, preparation and disposition of human remains.
4. Understand the relationship between disease processes and the preparation of human remains for disposition.



**Course Number and Name:** FST 2713 Psychosocial Aspects of Grief and Death

**Description:** A study of various social groups and their relationships to the funeral, death, and disposition, this course includes psychological aspects of emotions with emphasis on counseling techniques and grief resolution.

**Hour Breakdown:**

| Semester<br>Credit Hours | Lecture | Lab | Clinical | Contact Hours |
|--------------------------|---------|-----|----------|---------------|
| 3                        | 3       | 0   | 0        | 45            |

**Prerequisite:** None

**Student Learning Outcomes:**

1. Define Sociology and its relationship to funeral service practices.
2. Identify the cultural requirements and diversities of the deceased's family.
3. Connect elements associated with social function and culture to their funeral service applications.
4. Identify the family governing systems found in contemporary society.
5. Classify contemporary social factors affecting funeral rites.
6. Describe changing social factors (traditional vs. non-traditional) which affect funeral rites and families that are served by funeral practitioners.
7. Identify the role of the deceased in the family structure and the effect of that death on the funeral rite.
8. Identify how technology affects funeral service sociology.

**Course Number and Name:** FST 281(1-3) Comprehensive Review

**Description:** This course offers a review of the entire curriculum, culminating with an exam designed to prepare students for the National Board Examination.

**Hour Breakdown:**

| Semester<br>Credit Hours | Lecture | Lab | Clinical | Contact Hours |
|--------------------------|---------|-----|----------|---------------|
| 1                        | 1       | 0   | 0        | 15            |
| 2                        | 2       | 0   | 0        | 30            |
| 3                        | 3       | 0   | 0        | 45            |

**Prerequisite:** To be taken during the final semester of coursework. Student must have a cumulative GPA of 2.0 or better.

**Student Learning Outcomes:**

1. Review material to pass the National Board Examination.
  - a. Discuss exam content areas.
  - b. Discuss test-taking skills.
2. Participate in exams to prepare for the National Board Examination.
  - a. Perform weekly mock exams.
  - b. Complete a comprehensive exam.

**Course Number and Name:** FST 282(1-3) Current Issues in Funeral Service Technology

**Description:** A course that identifies contemporary trends in Funeral Service and their impact.

**Hour Breakdown:**

| Semester Credit Hours | Lecture | Lab | Clinical | Contact Hours |
|-----------------------|---------|-----|----------|---------------|
| 1                     | 1       | 0   | 0        | 15            |
| 2                     | 2       | 0   | 0        | 30            |
| 3                     | 3       | 0   | 0        | 45            |

**Prerequisite:** Instructor Approved

**Student Learning Outcomes:**

1. Demonstrate knowledge of a variety of current issues affecting Funeral Service such as but not limited to:
  - a. Federal Trade Commission
  - b. Cemetery
  - c. Cremation

# RECOMMENDED TOOLS AND EQUIPMENT

## **CAPITALIZED ITEMS**

Aspirator, Electric 1/4 HP, Dual Water Attachment  
Autoclave w/Dryer (1 per program)  
Cabinet, Instrument, Glass Doors Locking (1 per program)  
Casket Bier  
Cemetery Canopy (15 ft by 15 ft)  
Chapel Setting  
Computer, PC with accessories (1 per 4 students)  
Cot, Mortuary/Ambulance, One-person (1 per program)  
Devotional Setting  
Embalming Machines, one of each type (2 per program)  
Eye Wash Station, Water in-line (1 per program)  
Heart Model  
Human Torso  
Lowering Device with Placer and Riser (telescopic)  
Mannequin, Weighted (105-lb min.)  
Porto-Lift Casket/Body, Hydraulic (1 per program)  
Printer (1 per 2 computers)  
Skeleton  
SynDaver  
Table, Dressing, Variable Heights (1 per program)  
Table, Embalming, Hydraulic, Stainless Steel (1 per program)  
Table, Embalming, Portable, Stainless Steel (1 per program)  
Truck, 3 Position, Casket, Church (1 per program)  
Water Control Unit with Air Suction (1 per program)

## **NON-CAPITALIZED ITEMS**

Aneurysm Hooks, Retractor, Stainless Steel (2 per program)  
Aneurysm Hooks with Vessel Expander (1 per program)  
Arm and Hand Positioner (1 per program)  
Arterial Tubes, Curved, various sizes (1 per size, 6 total per program)  
Arterial Tube, "Y" Fitting with twin stopcocks (1 per program)  
Artificial Grass (15 ft by 15 ft)  
Aspirator, Autopsy, Non-clogging, Chrome (1 per program)  
Body Mover, Plastic Board (1 per program)  
Body Positioner (3 per program)  
Cart, Utility, 3 Shelf Stainless Steel (1 per program)  
Chairs, Folding, Aluminum/Metal (12 per program)  
Casket Display Stand  
Cosmetic Makeup Kit  
Drainage Tubes, various sizes (6 per program/various sizes)  
First Aid Kit (1 per program)  
Forceps, Drainage, 7 in., Spring (1 per program)  
Forceps, Stainless Steel, various sizes (1 per size, 6 total per program)  
Groove Director, Stainless Steel (1 per program)  
Head Block/Rest (1 per program)  
Head, Human, Anatomical, 6 part (1 per program)

Hemostats, Stainless Steel, various sizes (1 per size)  
Incision Spreader, Stainless Steel, Spring (1 per program)  
Injector, Cavity, Chemical, Stainless Steel (1 per program)  
Injector, Needle, Mouth Closure, Stainless Steel (1 per program)  
Injector, Needle, Electric (1 per program)  
Needle, Surgical Stainless Steel, various sizes (1 of each)  
Personal Protective Kits (10 sets per student, minimum)  
Scissors, Stainless Steel, various sizes (1 of each size)  
Shower, Emergency Drench (1 per program)  
Spill Kit (1 per program)  
Stand, Instrument, Stainless Chrome (1 per program)  
Table, Laboratory, Student (1 per 4 students)  
Trocars, Cavity, various sizes (1 of each size)  
Trocars, Hypodermic Handle Value, 16 1/2 in., 3/16 in. (1 per program)  
Trocars, Infant, with Stopcock  
Tube, Nasal Aspirating, Curved, Slip Hub (1 per program)  
Utility Shear, Dressing, Heavy Duty (1 per program)

#### **RECOMMENDED INSTRUCTIONAL AIDS**

It is recommended that instructors have access to the following items:

Computer Workstation, Wood (1 per computer)  
Interactive Whiteboard (1 per program)  
Projector, Overhead (1 per program)  
Projection System  
Stand, TV/DVD, 2-shelf w/electrical cord (1 per program)  
TV (35 in.)  
DVD

# CURRICULUM DEFINITIONS AND TERMS

- Course Name – A common name that will be used by all community colleges in reporting students
- Course Abbreviation – A common abbreviation that will be used by all community and junior colleges in reporting students
- Classification – Courses may be classified as the following:
  - Career Certificate Required Course – A required course for all students completing a career certificate.
  - Technical Certificate Required Course – A required course for all students completing a technical certificate.
  - Technical Elective – Elective courses that are available for colleges to offer to students.
- Description – A short narrative that includes the major purpose(s) of the course
- Prerequisites – A listing of any courses that must be taken prior to or on enrollment in the course
- Corequisites – A listing of courses that may be taken while enrolled in the course
- Student Learning Outcomes – A listing of the student outcomes (major concepts and performances) that will enable students to demonstrate mastery of these competencies

The following guidelines were used in developing the program(s) in this document and should be considered in compiling and revising course syllabi and daily lesson plans at the local level:

- The content of the courses in this document reflects approximately 75% of the time allocated to each course. The remaining 25% of each course should be developed at the local district level and may reflect the following:
  - Additional competencies and objectives within the course related to topics not found in the state framework, including activities related to specific needs of industries in the community college district
  - Activities that develop a higher level of mastery on the existing competencies and suggested objectives
  - Activities and instruction related to new technologies and concepts that were not prevalent at the time the current framework was developed or revised
  - Activities that include integration of academic and career–technical skills and course work, school-to-work transition activities, and articulation of secondary and postsecondary career–technical programs
  - Individualized learning activities, including work-site learning activities, to better prepare individuals in the courses for their chosen occupational areas
- Sequencing of the course within a program is left to the discretion of the local college. Naturally, foundation courses related to topics such as safety, tool and equipment usage, and other fundamental skills should be taught first. Other courses related to specific skill areas and related academics, however, may be sequenced to take advantage of seasonal and climatic conditions, resources located outside of the school, and other factors. Programs that offer an Associate of Applied Science Degree must include all of the required Career Certificate courses, Technical Certificate courses **AND** a minimum of 15 semester hours of General Education Core Courses. The courses in the General Education Core may be spaced out over the entire length of the program so that students complete some academic and Career Technical courses each semester. Each community college specifies the actual courses that are required to meet the General Education Core Requirements for the Associate of Applied Science Degree at their college.

- In order to provide flexibility within the districts, individual courses within a framework may be customized by doing the following:
  - Adding new student learning outcomes to complement the existing competencies and suggested objectives in the program framework
  - Revising or extending the student learning outcomes
  - Adjusting the semester credit hours of a course to be up 1 hour or down 1 hour (after informing the Mississippi Community College Board [MCCB] of the change)

# COURSE CROSSWALK

Funeral Service Technology

*Note: Courses that have been added or changed in the 2017 curriculum are highlighted.*

| Existing                     |   |       | Revised                      |  |       |
|------------------------------|---|-------|------------------------------|--|-------|
| 2010 MS Curriculum Framework |   |       | 2017 MS Curriculum Framework |  |       |
| Course Number                | Course Title                            | Hours | Course Number                | Course Title                                 | Hours |
| FST 1113                     | Mortuary Anatomy I                      | 3     | FST 1113                     | Mortuary Anatomy I                           | 3     |
| FST 1123                     | Mortuary Anatomy II                     | 3     | FST 1123                     | Mortuary Anatomy II                          | 3     |
| FST 1214                     | Embalming I                             | 4     | FST 1214                     | Embalming I                                  | 4     |
|                              |   |       | FST 1224                     | Embalming II                                 | 4     |
| FST 1225                     | Embalming II                            | 5     |                              |  |       |
| FST 1231                     | Clinical Embalming I                    | 1     | FST 1231                     | Clinical Embalming I                         | 1     |
| FST 1241                     | Clinical Embalming II                   | 1     | FST 1241                     | Clinical Embalming II                        | 1     |
| FST 1313                     | Funeral Directing                       | 3     | FST 1313                     | Funeral Directing                            | 3     |
| FST 1413                     | Funeral Service Ethics and Law          | 3     | FST 1413                     | Funeral Service Ethics and Law               | 3     |
|                              |   |       | FST 1513                     | Restorative Art I                            | 3     |
| FST 1523                     | Restorative Art                         | 3     | FST 1523                     | Restorative Art/Color Cosmetics              | 3     |
|                              |   |       | FST 1533                     | Restorative Art II                           | 3     |
| FST 2251                     | Clinical Embalming III                  | 1     | FST 2251                     | Clinical Embalming III                       | 1     |
| FST 2261                     | Clinical Embalming IV                   | 1     | FST 2261                     | Clinical Embalming IV                        | 1     |
| FST 2273                     | Thanatochemistry                        | 3     | FST 2273                     | Thanatochemistry                             | 3     |
| FST 2323                     | Funeral Merchandising and Management    | 3     | FST 2323                     | Funeral Merchandising and Management         | 3     |
| FST 2423                     | Business Law                            | 3     | FST 2423                     | Business Law                                 | 3     |
|                              |   |       | FST 2613                     | Microbiology/Pathology                       | 3     |
| FST 2623                     | Microbiology                            | 3     | FST 2623                     | Microbiology                                 | 3     |
| FST 2633                     | Pathology                               | 3     | FST 2633                     | Pathology                                    | 3     |
| FST 2713                     | Psychosocial Aspects of Grief and Death | 3     | FST 2713                     | Psychosocial Aspects of Grief and Death      | 3     |
| FST 281(1-3)                 | Comprehensive Review                    | 1     | FST 281(1-3)                 | Comprehensive Review                         | 1-3   |
|                              |   |       | FST 282(1-3)                 | Current Issues in Funeral Service Technology | 1-3   |