



Matthews University



Elder Davis

“Did You Know”™ Educational Series



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Cremation Work Area

Only authorized personnel should have access to the area of the cremation and processing equipment. All entrances should be marked “RESTRICTED AREA” and be located at all times when not attended by authorized personnel.

To ensure proper operation and operator safety, the cremation equipment manufacturer’s specifications and instructions should be followed carefully.

The cremation chamber(s), trays, process equipment and all other equipment should be cleaned thoroughly after each use to avoid incidental commingling of cremated remains. The cremation chamber should be routinely inspected and cleaned, and any residue disposed of in accordance with applicable law.

Cremation should be performed as soon as possible after receipt of the human remains, in order of receipt, or according to schedule as requested by the family. The crematory operator is responsible for ensuring that all combustible materials (cardboard boxes, wrapping paper, plastic inserts, etc.) are properly stored away from the cremation chamber.

Safety Items

The following safety items should be available in all crematory work areas:

- Heat-resistant gloves and apron
- Protective face shield
- Mouth and nose breathing filters
- Ear plugs (noise reduction equipment)
- Portable fire extinguisher rated to extinguish Class A, B and C fires
- Emergency telephone numbers posted
- First-aid and portable eye-wash kit
- Flashlight
- Emergency evacuation plan
- Surgical latex gloves
- Disposable gloves, aprons and other protective clothing, to minimize direct skin contact with infectious fluids (communicable disease transmission and personal protective equipment will be reviewed in sec. 12)
- Household bleach, diluted 1:10 with water, to clean work surfaces

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Cremation Records

The crematory must maintain records in accordance with applicable laws. Photocopies of disposition permits should be kept with these records. For each cremation performed, the following information should be entered in a Cremation Log book:

- Cremation number on ID disc
- Name of deceased
- Name of funeral home handling the arrangements
- Cremation date
- Disposition of the cremated remains
- Time and date the remains were placed in the cremation chamber
- Time and date the cremation was completed
- Crematory operator's initials
- Time and date final processing was completed
- Name and address of the Authorized Representative
- For facilities with more than one cremation chamber, the number or description of the cremation chamber in which the cremation was performed

In the previous issue, we reviewed the crematory work area with regard to safety items and the importance of maintaining cremation records.

Preparation for Cremation

NOTE: *Human remains should never be removed from the cremation container.*

1. The cremation chamber must be clean and ready to receive the remains.
2. If there is more than one (1) cremation chamber, note the number or description of the chamber at the top of the Cremation Authorization and Disposition Form.
3. Transport the remains on a hydraulic cart or casket carriage to the cremation equipment from the receiving area or storage facility.
4. Remove any container ornaments that may inhibit or interfere with the cremation process before placing the container and remains in the cremation chamber (see section 8, Soft Metals).
5. Place the metal ID disc in the cremation chamber, on the right-hand side of the floor just behind the charging door. Place the paperwork on the control panel. Make the appropriate entry in the Cremation Log Book.
6. Open the cremation chamber door. If the cremation equipment does not have an automatic loader, place a roller unit on the chamber door, about 2' back from the door, to facilitate loading the container and remains.
7. Close the door immediately.

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