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National Funeral Directors
Association

National Funeral Directors and
Morticians Association

International Cemetery, Cremation
and Funeral Association

Cremation Association of North
America

Accredited Institutions

NOTICE OF REVIEW

This notice is a formal request to the funeral service profession and general public to participate in the American Board of Funeral Service Education's periodic review of the standards used to accredit funeral service/mortuary science programs and institutions.

The American Board of Funeral Service Education (ABFSE) is recognized by the Council on Higher Education Accreditation (CHEA) and by the United States Department of Education as the accrediting agency for funeral service/mortuary science programs in the United States. The actual accreditation of programs is overseen by the ABFSE's Committee on Accreditation (COA). Consistent with CHEA and U.S. Department of Education criteria and guidelines, the COA operates as an autonomous committee within the ABFSE.

The following steps are being taken to ensure broad participation in the review process.

1. Notification of the Review of Standards has been placed on the ABFSE web page (www.abfse.org) inviting public participation in the review process. The notification provides a link to a copy of this Notice and to the survey.
2. Program directors of all accredited and candidate funeral service/mortuary science programs and the President of each institution which is home to an accredited program will receive e-mail notice of the review process.
3. Active involvement of students, faculty, and staff is an important component of the review process required by U.S. Department of Education requirements. Each program director is asked to provide the students, faculty and staff with this review information.
4. A random sample of 2016 graduates from accredited programs will receive the survey.
5. E-mail notice of the standards review is being sent to the following organizations: National Funeral Directors Association, National Funeral Directors and Morticians Association, International Cemetery, Cremation and Funeral Association, Cremation Association of North America, International Conference of Funeral Service Examining Boards, Selected Independent Funeral Home and International Order of the Golden Rule.
6. Each of the organizations affiliated with ABFSE is being asked to publish the following notice in its official publications as a public service:

The American Board of Funeral Service Education is conducting a review of the standards used to accredit programs in funeral service and mortuary science. Comments from individual practitioners/professionals, all professional groups and the general public are invited. Comments are due not later than September 1, 2017 to the ABFSE office and may be submitted via on-line survey (<https://www.surveymonkey.com/r/ZRZWYDH>),

by mail (ABFSE, 992 Mantua Ave. Suite 108, Woodbury Heights, NJ 08097) or by e-mail (exdir@abfse.org). Additional information regarding the ABFSE and the review process is available on the ABFSE web site or may be obtained by phone (816.233.3747). A link to the accreditation standards can be found on the ABFSE website home page, (<http://www.abfse.org/docs/standards.pdf>) along with the link to the survey.

7. Notification of the Review of Standards and an invitation to participate are also being sent to the funeral service licensing agencies in each state.

The review process will follow the timeline indicated below.

July 2017	Notice of review and request for comment published on ABFSE website and distributed to constituents.
August 15, 2017	Reminders sent via e-mail to groups as noted above.
September 1, 2017	Deadline for survey submission.
October 2017	COA evaluates survey responses and identifies changes to be made.
December 1, 2017	Anticipated changes are posted on ABFSE web site and distributed for further review and comment; second comment period encouraging additional input from all constituencies begins.
February 1, 2018	Deadline for Second Series of Comments. Comments are to be directed via mail or e-mail to exdir@abfse.org .
March 1, 2018	Second series comments are collated in ABFSE office, distributed to ABFSE membership and posted on the ABFSE website.
April, 2018	COA takes final action on comments and revisions to standards and presents to ABFSE for approval, as applicable.
July 1, 2018	Revisions to standards take effect and are published in <i>ABFSE Policy and Accreditation Manual</i> on the ABFSE web site (www.abfse.org). Notice of changes is sent to all ABFSE members as well as to the Council for Higher Education Accreditation and the Secretary of Education, U.S. Department of Education.

Link to the ABFSE accreditation standards: <http://www.abfse.org/docs/standards.pdf>

Link to the Review of Standards survey: <https://www.surveymonkey.com/r/ZRZWYDH>

Thank you in advance for your support and participation in this project.