



## Step-By-Step Description of Cremation/Burial Transit Authorization & Fee Invoicing Process

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1. Decedent's family meets with the funeral home and requests cremation as method of disposition.
2. Funeral home selects cremation as method of disposition in the state's electronic death registration system (EDEN).
3. Attending physician completes the cause of death information in EDEN and signs the death record.
4. Office of the Medical Examiner (OME) is notified in EDEN regarding the need to authorize cremation as the method of disposition. The OME reviews the cause of death in EDEN and confirms if it authorizes the cremation of the body.
5. Funeral home is notified in EDEN of the OME authorization of the cremation and electronically signs the death record in EDEN.
6. Local health department (LHD) is notified in EDEN of death record that they need to register. The LHD reviews the record for accuracy and completeness and electronically registers the death record in EDEN. See Utah Code 26-2-3 (3) (b) and Utah Admin. Code R436-1-4 (2).
7. Funeral home or crematory prints a cremation/burial transit permit from EDEN and the permit is kept on file by funeral home crematory. The cremation and burial transit permit is consolidated into a single document because the same information is needed for both and both require OME authorization. A burial transit permit is required if remains are released by a funeral home for transport outside Utah. See Utah Code 26-2-17.
8. Funeral home performs the cremation and releases the cremains to the decedent's family.
9. Utah Department of Health, Office of Vital Records and Statistics (OVRs) runs a weekly report of cremations by funeral home. OVRs prepares a monthly invoice for each funeral home that was issued a cremation or burial transit permit during the past month. OVRs mails these invoices to individual funeral homes.
10. Funeral homes pay the monthly invoice. For each cremation, the invoice charges a \$200 cremation authorization fee and \$7 burial transit permit fee.
11. Of the \$207 that is charged to funeral home, \$190 goes to the OME, \$10 goes to OVRs, and \$7 goes to the LHD.