

EXAMPLE OF CREMATORY INSPECTION FORM FOR REFERENCE ONLY

APPLICANT DOES NOT FILL OUT THIS FORM – INSPECTION WILL BE CONDUCTED BY INSPECTOR AND RESULTS WILL BE FILED BY THE INSPECTOR

Check List Item	Status	Comments
Is the crematory "attached" to the mortuary or is it independent/freestanding? 37-19-702(2), MCA. (If attached, must have separate license but pay only one inspection fee.)		
If independent/freestanding facility, operator does not present, negotiate, or sell prearranged funeral or related services without involvement of mortician? 37-19-827, MCA		
Was the inspection announced? 37-19-403, MCA		
Listed d/b/a/ facility name is same used on signs and business documents?		
Business has not changed ownership type or owners and officers without notifying board office? 37-19-703(3), MCA)		
Listed crematory operator is the same who is presently in charge? 37-19-702(3), MCA		
Facility, operator, and technicians licenses are current and displayed? 37-19-702(1) & (3), MCA		
Does facility comply with building codes, environmental standards, & local regulations? 37-19-703(8), MCA		
Is fire emergency telephone number posted near all telephones? ARM 24.147.1101.		
Do current address, telephone number, and name of Board appear prominently on all contracts? 24.147.411 ARM.		
Do cremation authorization forms contain signature of authorizing agent and demonstrate involvement by mortician; verify identification of the deceased; and certify absence of hazardous implants? 37-19-704, MCA		
Do cremation authorizations contain <ul style="list-style-type: none"> • written authorization of AA, • identification of deceased, • identification and relationship of AA, • warranty on absence of hazardous implants, 		
Is there written evidence that the coroner authorized the cremation prior to the cremation? 46-4-122(3), 50-15-405, MCA; ARM 24.147.1101(10). Does not apply if death occurs outside of Montana.		
Cremation may not take place less than 24 hours after death. 37-19-705(2), MCA		
Records contain <ul style="list-style-type: none"> • name of deceased • place of death • date of interment • name and address of mortician 		
Crematory receives remains only in combustible container and does not remove remains from the container. 37-19-705(5); 37-19-101(13), MCA		
If NO refrigeration, body is cremated with 48 hours after death. 37-19-705(4) and 37-19-101(21), MCA		
If refrigeration provided, temp is 35 For colder and remains held for no longer than 5 days absent good cause. 37-19-705 (4) and 37-19-101(21), MCA		
Identification placed on exterior of container upon receipt of remains. 37-19-704(3). 24.147.1110 ARM.		

Tech performing cremation removes identification from cremation container prior to cremation, and returns identification with cremation remains in temporary container or urn. 37-19-705(8), (10), MCA.		
Signed statement from authorizing agent specifies ultimate disposition. 37-19-706(1), MCA. If no, proceed to next item.		
After 90 days without direction above, may dispose in any manner permitted by law; must maintain permanent record of disposition. 37-19-706(2), MCA.		
Crematory and authorized recipient shall both sign acknowledgment of delivery and receipt of delivery of cremated remains with name of deceased, date, time, and place of delivery. The crematory shall provide an original to the recipient and retain a copy. 37-19-706(5), MCA.		
Facility does not cremate fetuses or human body parts from private or public health agencies? ARM 24.147.1112.		
Simultaneous cremation only upon written authorization. 37-19-705(7), MCA.		
All residue must be collected and bone fragments processed to unidentifiable particles. 37-19-705(9), MCA		
Cremated remains not fitting in temporary container or urn must be returned to authorizing agent in separate additional container. 37-19-705(11), MCA.		
Temporary containers are sturdy and sealed to increase security and integrity of container, outside clearly identified with name of deceased. ARM 24.147.1111		
Number of metal identifying metal disc written plainly and permanently on outside of each receptacle containing human remains when remains delivered to cemetery. ARM 24.147.1110		
If remains scattered by licensee, identifying metal disc made part of licensee's permanent record. ARM 24.147.1110		
If shipping an urn or temporary container, must be packed securely in sturdy, pressure resistant, properly sealed container. 37-19-705(12), MCA.		
If remains shipped, must use shipping method with internal tracing system and require signed receipt upon delivery. 37-19-705(13), MCA.		
Has structure or equipment changed from that listed in application? Application must disclose type of structure and equipment. 37-19-703(1)(a), MCA?		
Holding area must preserve dignity of remains, and accessed only by authorized personnel. 37-19-705(4), MCA, ARM 24.147.1101.		
Unauthorized persons not allowed in retort area. 37-19-705(6), MCA.		
Facility and appliances used in cremation process are clean and disinfected. ARM 24.147.1101		
Floors and walls constructed of impervious material. ARM 24.147.1101.		
Used caskets and parts out of public view. ARM 24.147.1101.		
Additional Comments		