

DIRECT DISPOSER, APPLICATION FOR LICENSE INFORMATION & INSTRUCTIONS

CAUTIONS: *This document is prepared by the Florida Division of Funeral, Cemetery & Consumer Services, Dept of Financial Services, and is available on the Division website. This document sets out the usual and generally applicable requirements for licensure and does not purport to set out or exclude any exceptions that may exist to the generally applicable requirements. In addition, this documents sets out the application steps in the order most applicants take them, and does not purport to address or prohibit other procedural options that may exist.*

These Information & Instructions documents are revised from time to time. If you are reading this document in paper form, then unless you know for sure when this document was downloaded from the Division website, you are urged to visit the Division website and print a copy yourself, so you can know for sure you have the most recent revision.

TERMS USED

“Division” refers to the Division of Funeral, Cemetery & Consumer Services. The Division is part of the Florida Dept of Financial Services. The Division has a website -- go to the website of the Dept of Financial Services (www.MyFloridaCFO.com), click on Division and Offices, click on Funeral and Cemetery.

“Board” refers to the Board of Funeral, Cemetery, and Consumer Services, established by section 497. 101, Florida Statutes. The Board is administratively located within the Division. The Board and the Division are partners in enforcing chapter 497, Florida Statutes. The Board makes the final decisions as to whether a license will be issued. The Division provides the administrative processing of applications, performs background investigations, and makes recommendations to the Board.

LICENSE REQUIREMENTS

Applicants for Florida direct disposer license should apply to the Board using the Division form entitled Application For Direct Disposer License, available on the Division website. The same application form is used whether the applicant is going the Florida internship or the endorsement route (see explanation of those routes, below).

Applicants must generally meet the following requirements in order to be approved for licensure:

1. Applicant is at least age 18 and has a **high school diploma or a GED**.
2. Applicant has completed a **college credit course in Florida mortuary law**.
3. Applicant has taken and passed a **course on communicable diseases**, including HIV/AIDS. The course must be at least 2 hours long (note the two hour requirement – a one hour course is adequate to renew an existing license, but a two hour course is required for initial licensure). The course must be one approved by the Florida Dept of Health, or by a professional licensing board within the Florida Dept of Health. On this Division’s website appears a list of approved continuing education providers, and many of those providers offer a 2-hour course that will satisfy this requirement.
4. Applicant **submits fingerprints** pursuant to Dept of Financial Services requirements for a criminal background check, in accordance with s. 497.142, Florida Statutes, and has no demonstrated history of conduct indicating a lack of competence, good character, trustworthiness or integrity in business or professional matters.
5. Applicant takes and **passes the Florida Law & Rules Exam, with a score of at least 75%** correct answers.

The Florida Law & Rules Exam

As noted above, one of the prerequisites for issuance of this license, is that you take and pass the Florida Law & Rules Exam, with a score of at least 75% correct answers.

An applicant cannot take the Florida Law & Rules Exam until they submit their *Application For Direct Disposer License*, which serves as your application to take the Florida Law & Rules Exam. Once you submit your *Application For Direct Disposer License*, the Board will review it, and assuming the Board finds it in order, you and the Division's testing vendor (Promissor) will be notified by the Division that you are authorized to take the Florida Law & Rules Exam.

You then contact Promissor and schedule your exam. The Florida Law & Rules Exam is given daily at approximately 20 location around Florida (see the Promissor website for locations and how to contact Promissor – www.promissor.com).

If you do not achieve the required score the first time, you may re-take the Florida Law & Rules Exam. You must submit to the Division an Application to Re-Take Florida Law & Rules Exam, and pay the applicable exam fee. Upon receipt of the Re-Take application and fee, the Division will notify you and the testing vendor (Promissor) that you are authorized to re-take the exam. You then contact Promissor and schedule the re-take.

As of Sept, 2005, the Florida Law & Rules Exam covered the following areas (see rule 69K8-16.001, or successor rule, for most current content):

- a) Florida Statutes Chapters 382, 406, 470, 497 and 872, F.S.
- b) The following provision of the United States Code: [10 U.S.C. § § 1481-1488](#), 16 U.S.C. § 17E, 18 U.S.C. § 710, [38 U.S.C. § 2303](#), [42 U.S.C. § 248](#), [42 U.S.C. § 300aaa-3](#).
- c) Florida Administrative Code Chapters 11G, 69K8 and 64V-1.

As of Sept, 2005, the Florida Law & Rules Exam was weighted as follows: (see rule 69K8-16.001, or successor rule, for most current weighting):

Practice Laws 40--50%
Preneed Contracts 16--20%
Medical Examiner 4--6%
Vital Statistics 10--16%
Disposition 10--16%
Federal Laws 4--6%
Offenses 8--16%.