



9 Step Identification Process

1. Upon receiving the deceased, their name is recorded on a wrist tag, which is then securely placed on their wrist.
2. Once the deceased is brought into our care, they are placed in a state required cremation container and the person's name is written directly on the container. They also receive a unique bar code linked to their name, which is entered into our computer database. With this technology, our staff can monitor the cremation process every step of the way.
3. Family signs an authorization for cremation, verifying the death of their loved one and giving us permission in writing to do the cremation.
4. The county medical examiner or coroner acknowledges the death and verifies cause of passing or if further investigation or autopsy is necessary. The death is recorded with the county and a cremation permit is issued.
5. The death certificate and medical examiner's permits are filed with the State. Certified copies of the death certificate are available to the family and a State permit is issued, giving us the authority to perform the cremation. Only now can the cremation be performed.
6. Crematory operator fills out a crematory control sheet, which requires two personnel to sign off prior to the cremation being performed.
7. The start of the cremation is time stamped via the bar code into our computer database and logged into our record book. The name of the deceased, date, time, cremation chamber and operator's name are recorded. Copies of #3, #4, #5 and #6 are attached to the outside of the cremation chamber.
8. Certificate of Cremation and bar code labels are prepared while cremation takes place. Immediately following the cremation, the cremated remains are placed in the urn with the deceased's name and bar code label placed on the urn.
9. The cremated remains are returned to the family. The family must show picture I.D. and sign a release stating that they are taking custody of the cremated remains.