



February 5 2016

## Misrepresentation on an Application

(Background Information Questionnaire, Individual License Application / Renewal)

The Oregon Mortuary & Cemetery Board (Board) wants the death care industry, consumers and other stakeholders to know that the Board is doing their best to prevent future “problem” persons from entering the industry. Whether it is an application for renewal, internship or apprenticeship, reciprocal license, preneed salesperson, or principal application, the Board expects everyone to complete an application accurately, completely and honestly.

To that effort, and with the mission of the Board to protect the health, safety and welfare of Oregonians in mind, when the Board finds that an applicant or principal has misrepresented any fact or circumstance of any arrest, conviction, or disciplinary action against another license or certificate held by the applicant, the Board will deny the application. At the heart of this practice is the Board’s position that if a person is unable to accept responsibility for their past, or if they are unwilling or unable to complete an application accurately, completely and honestly (with or without intent) it is doubtful they would be successful in this industry. They are considered “high risk” applicants for licensure.

We especially encourage all principals and all employers of preneed salesperson and apprentice applicants, to sufficiently advise their employees to *carefully read every portion of the Background Information Questionnaire*, and remind them that because their career is at stake, their application, supplemental materials and any verbal statements made to the investigator must be *accurate, complete and honest*. Applicants should not think that because another employer didn’t find criminal or civil history, the Board will not find it. The Board employs investigators with years of background training and experience. Please also remember that Board staff is available and willing to help anyone with their questions regarding the completion of their application *before submission* – *simply call the number below to ask for assistance*.

In summary, failing to disclose all criminal and disciplinary history, including criminal citations, traffic related criminal citations or arrests<sup>1</sup> and citations for non-traffic related violations<sup>2</sup>, **even if they were dismissed or a civil compromise was reached**, will likely result in denial of the application. Applicants should contact the appropriate law enforcement agencies of each state in which they have resided to obtain their own criminal history **before** submitting their application.

<sup>1</sup>Driving under the influence (DUI or DUIL) is a crime. Driving While Suspended Misdemeanor and Driving While Suspended Felony are also crimes. They must be disclosed on the application.

<sup>2</sup>Non-traffic related violations include (but are not limited to) Minor in Possession of Alcohol and Possession of Less Than One Ounce of Marijuana. They must be disclosed on the application.

The mission of the Board is to protect public health, safety and welfare by fairly and efficiently performing its licensing, inspection and enforcement duties; by promoting professional behavior and standards in all facets of the Oregon death care industry; and, by maintaining constructive relationships with licensees, those they serve and others with an interest in the Board's activities. In order to protect the public, it is the Board's responsibility to insure that all of Oregon's death care facilities are properly licensed.

The Board is self-supporting and derives its financing from licensing, examination, and a portion of the death certificate filing fee (not the fees derived from the purchase of a certified copy of a death certificate).