

Directions for the Use of the Electronic Death Registration System (EDRS)
as Relating to Bodies Handled Report Requirements
EFFECTIVE OCTOBER 1, 2021

Only Funeral Establishments and Direct Disposal Establishments may use EDRS to satisfy any of the Bodies Handled Report requirements found in section 497.382, Florida Statutes, and Rule 69K-20.001, Florida Statutes. The EDRS System will not permit entries from Centralized Embalming Facilities or Cinerator Facilities

Funeral Establishments and Direct Disposal Establishments:

Situation #1: Funeral Establishment or Direct Disposal Establishment is handling a body for which it IS responsible for completing the death record:

1. EDRS may be used to complete the majority of the information which would otherwise be input on a Bodies Handled Report form – either Form DFS-N1-1751 [Funeral Establishments] or Form DFS-N1-1752 [Direct Disposal Establishments]. This will assist the establishments in that it will eliminate duplicate entry time and other issues.
2. If using EDRS for this purpose, Funeral Establishments must enter the name of their embalmer, if that establishment did the embalming. If not, they are to enter the name of the establishment that did the embalming. Additionally, the establishment must include the name of the cinerator facility, if one is used, and the name of the refrigeration facility, if one is used.
3. At the end of each month, the establishment must print out a hard copy of the EDRS report and have it signed as required.
4. Establishments must maintain the signed record for 36 months after the month to which the form relates.

Situation #2: Funeral Establishment or Direct Disposal Establishment is handling a body for which it IS NOT responsible for completing the death record (e.g., the establishment is embalming or cremating the remains for another entity):

1. If a Funeral Establishment or Direct Disposal Establishment receives human remains for which it is NOT responsible for completing the death record, it cannot use EDRS to satisfy the Bodies Handled reporting requirements for those particular remains.
2. For all bodies handled for which a Funeral Establishment or Direct Disposal Establishment is NOT responsible for completing the death record, the establishment must use a paper form – either Form DFS-N1-1751 [Funeral Establishments] or Form DFS-N1-1752 [Direct Disposal Establishments] – to satisfy the reporting requirements of section 497.382, Florida Statutes, and Rule 69K-20.001, Florida Statutes, each month.
3. This paper report must be signed as required and maintained for 36 months after the month to which the form relates.

If an individual establishment receives some human remains for which it is responsible for completing the death record and some for which it is not responsible for the death record, the establishment should satisfy its Bodies Handled Report requirements by following instructions for both scenarios listed above.

Bodies Handled Reporting Instructions for Cinerator Facilities or Centralized Embalming Facilities:

1. Continue to use a paper form - either Form DFS-N1-1753 [Cinerator Facility] or Form DFS-N1-1754 [Centralized Embalming Facility] – for any bodies handled each month.
2. This paper report must be signed as required and maintained for 36 months after the month to which the form relates.