

ARKANSAS FUNERAL  
DIRECTORS ASSOCIATION

# Plan for Arkansas Funeral Homes “Large Indoor Venue” Operations

The following sets out plans and rules to be used by funeral homes in Arkansas for any services taking place at their own indoor facilities where there will be more than 100 guests present. Funeral homes are limited to services with 100 persons or less in accordance with state directive, unless they operate under a plan approved by the Arkansas Department of Health (ADH). The following plan is based upon the guidance provided by the Arkansas Department of Health effective June 15, 2020. This updated plan has been approved by ADH for use by all Arkansas funeral homes when strictly adhered to, allowing facilities to hold up to two-thirds of their maximum capacity.

## 1 General Overview & Staffing

- The funeral home must keep on file and be able to display upon request the total square footage and total seating capacity of its chapel/venue for holding funerals.
- At no time will the funeral home permit individuals equaling more than two-thirds (66%) of the total seating capacity to be in the venue.
- The funeral home shall advise families of the total permissible number of mourners permitted in the facility at one time and will post the rules and total permissible capacity in plain sight for the public to see.
- The funeral home will use good judgment in ensuring that there is a sufficient amount of staff present to encourage compliance with the directive.
- Funeral homes must create a record of all attendees of each funeral service and keep a copy of said record for 30 days following the service. It will be made available to the Arkansas Department of Health upon request.

## 2 Social Distancing

While permitted to sit in family groups, all individuals present will be required to sit 6-feet apart from other family groups. In addition, a 12-foot distance will be maintained between those leading the service and the congregation. Members of the public who are part of the service,



ARKANSAS FUNERAL  
DIRECTORS ASSOCIATION

including but not limited to those reading eulogies, will maintain 6-foot distances from other members of the public and 12-foot distances from funeral home staff.

Guests will be asked to maintain social distancing from the family when offering their condolences. A member of the funeral home staff will accompany the immediate family to assist with social distancing and to direct the flow of traffic.

## 2.1 Entrances & Exits

Entrances and exits will be kept clear and managed by funeral home staff between services to ensure that different groups do not come into contact with one another at these and other choke points in the facility. In the event of multiple groups trying to enter/exit at the same time, the group in the facility will leave first and only once the entrance is clear will the second group enter. No gatherings will be permitted at entrances and exits and lines will be marked to maintain 6-foot distancing between family groups in these areas.

Hand sanitizer stations will be positioned at all entrances and exits.

## 2.2 Refusing or Advising Persons Against Entry

Signs will be posted at all entrances advising the public not to enter if

- They have fever, cough, shortness of breath, sore throat, or loss of taste or smell.
- They have had known exposure to someone with Covid-19 in the past 14 days.

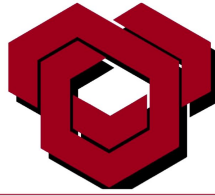
Signs will be posted at all entrances advising the public that they may wish to refrain from entering if

- They are 65 years of age or older.
- They have underlying health conditions including high blood pressure, chronic lung disease, diabetes, severe obesity, asthma or weakened immunity

## 3 Personal Protective Equipment

The following PPE is required:

- Face coverings are required for all persons present, except for children under 10 years of age.



ARKANSAS FUNERAL  
DIRECTORS ASSOCIATION

- Face coverings are recommended for children under 10 years of age.
- Anyone passing or receiving any items (e.g. microphones, certificates, or mementos) will wear gloves
- No physical contact will be permitted between mourners and the decedent, when it is suspected or confirmed that the decedent was positive for Covid-19 at the time of death.

### **3.1 Cleaning**

The facility, including seating, shall be cleaned and disinfected before and after each use. Frequently touched surfaces (e.g. podiums and microphones) shall be cleaned periodically during the course of the event, using EPA-approved antiviral products.

### **3.2 Refreshments**

Any refreshments served will be by service only (that is, there will be no self-service) so that adequate precautions can be taken for the preparation, serving and cleaning of all catering equipment.

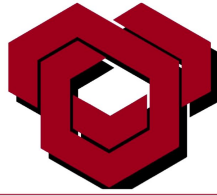
## **4 Visitations**

All rules for the funeral service also apply to the visitations. Consequently, funeral homes should keep visitations limited to the smallest gathering of family members possible. Visitations shall be held over at least a 4 hour period to spread out the number of guests who would be at the facility at any one time.

## **5 Funerals at Places of Worship**

Funerals held at local churches or other places of worship must adhere to all of the same requirements listed herein. Funerals may only be held at a church where a church official acknowledges that the church must follow and help implement all of the requirements of this plan and the ADH directive.

- Funerals will only be held at a church once the funeral home has surveyed the facility and made a written record of the sanctuary square footage and total seating capacity.
- The funeral home will not permit more than two-thirds (66%) of the facility to be occupied.



---

ARKANSAS FUNERAL  
DIRECTORS ASSOCIATION

- The funeral home will post the maximum number of persons permitted in the venue in plain sight for the public's view.