

**STATE UNIVERSITY OF NEW YORK  
COLLEGE OF TECHNOLOGY  
CANTON, NEW YORK**



**COURSE OUTLINE**

**FSAD 129 Clinical Practicum**

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**SCHOOL OF SCIENCE, HEALTH & CRIMINAL JUSTICE  
Funeral Services Administration Program**

**Revised April 30, 2015**

**FSAD 129 Clinical Practicum**

- A. **TITLE:** Clinical Practicum
- B. **COURSE NUMBER:** FSAD 129
- C. **CREDIT HOURS:** 2
- D. **WRITING INTENSIVE:** No
- E. **COURSE LENGTH:** 5 weeks, full time presence at a licensed funeral home. A minimum of 200 hours must be completed during this Practicum experience.
- F. **SEMESTER(S) OFFERED:** Spring Term
- G. **HOURS OF LECTURE, LABORATORY, RECITATION, TUTORIAL, ACTIVITY:**  
Experiential course requires placement in a licensed funeral facility for five sequential work weeks.
- H. **CATALOG DESCRIPTION:**  
Students are required to work in an assigned funeral home for a minimum period of five weeks. During this period, the students are expected to relate the theoretical background they have acquired to the practical functions of a funeral director. The faculty will contact the student and the funeral director periodically during the practicum. This will be by personal visits and/or phone conversations. The students are expected to serve this practicum without pay.
- I. **PRE-REQUISITES:**  
The student must have successfully completion of FSAD 121 Analytical Embalming (with laboratory experience) with a grade of C or better. Must possess a Blue Card through the NYS Dept of Health, Bureau of Funeral Directing **or** comply with specific state regulations governing Internship/Practicum experiences. Clinical Practicum site must be approved and indemnified by SUNY Canton prior to beginning Practicum experience.
- J. **GOALS (STUDENT LEARNING OUTCOMES):**  
By the end of this course, the student will:
 

<b>Course Objectives</b>	<b>Institutional SLO</b>
1. Perform tasks related to funeral home operations and embalming techniques.	4. Prof Competence 1. Communications 2. Inter/Intrapersonal skills
2. Demonstrate professionalism conducive to proper funeral etiquette and practice	4. Professional Comp 1. Communications 2. Inter/Intra Personal Skills
3. Create a portfolio based on Clinical Practicum experience that reports embalmings performed and funerals services worked.	4. Professional Comp 1. Communications 2. Inter/Intra Personal Skills
- K. **TEXTS:** none
- L. **REFERENCES:** none
- M. **EQUIPMENT:** The funeral home facilities must be in compliance with all state and federal licensing standards.
- N. **GRADING METHOD:** Pass/Fail

**O. MEASUREMENT CRITERIA/METHODS:**

The funeral director (Preceptor) works as an extension of SUNY Canton. The student observes and practices, and participates in all aspects of funeral service under the direct supervision of the funeral director. The criteria for a grade for this class are as follow:

1. The grade is a combination of the funeral director's (Preceptor) and the faculty's evaluations.
2. The student will not receive a passing grade unless he/she has participated actively in a minimum of at least 5 embalmings, visitations, funerals, and other related funeral activities.
3. A complete portfolio must be turned in by the contracted date. Late submissions will result in a failing grade.
4. A minimum of 200 hours must be completed in order to receive a grade for this class.

**P. DETAILED TOPICAL OUTLINE:**

- A. Ethical Professional Behavior
- B. Meticulous Observance of Funeral Home Rules and Regulations
- C. Practical application in funeral directing knowledge
- D. Practical application of funeral management knowledge
- E. Practical application of embalming knowledge
- F. General Attitude
  1. Cheerful execution of orders
  2. Cooperative
  3. Acceptance of constructive suggestions
  4. Punctuality
  5. Appropriate dress
  6. Open-mindedness
- G. Maintenance of Work Standards Set by Supervisor
- H. Service in Exchange for Educational Opportunity
- I. Appreciation of the Opportunity to Learn Through Practical Experience

**Q. LABORATORY OUTLINE:**

The student will perform the tasks which the supervising funeral director identifies according to the specifics of the current case at hand. The "Guide for Preceptors" document instructs the adjunct faculty about the levels of expectation in relation to the competence of the student. The level of participation of the student is expected to increase as the Practicum progresses.