



## TEXAS FUNERAL SERVICE COMMISSION REQUEST FOR INSPECTION OF FACILITIES FORM

Complete the Request for Inspection of Facilities form, and include all licenses or certificates of funeral homes, cremators, or transport companies used by or at your facility to store, embalm, transport or cremate specimens or donors of the Texas Funeral Service Commission. **A \$500.00 non-refundable Request for Inspection Fee must be submitted with this form.** The completed form may be scanned and emailed to [anatomical@tfsc.texas.gov](mailto:anatomical@tfsc.texas.gov) or submitted by mail to:

**Texas Funeral Service Commission  
Attn: Anatomical  
1801 Congress Ave., Suite 11-800  
Austin, TX 78701**

<b>Name of Entity:</b>			
<b>Type of Entity:</b>			
<b>Proposed Date(s) of Inspection:</b>			
<b>Street Address:</b>			
<b>City, State, Zip:</b>			
<b>Name of person(s) responsible:</b>		<b>Phone:</b>	
<b>Email:</b>			
<b>Name of person(s) responsible:</b>		<b>Phone:</b>	
<b>Email:</b>			

**Type of Program(s) offered. Check what applies:**

Anatomy Laboratory     Bioskills Facility     Research Facility

Surgical Facility/Suite     Other. Specify: \_\_\_\_\_

**I. GENERAL CHARACTERISTICS OF PROGRAM(S); EDUCATION, RESEARCH, CLINICAL TRAINING:**

A. Participants using cadavers/specimens for dissection/prosection, research, and/or clinical training (list each program and number of participants):

B. Source of cadavers/specimens to be used:

C. Manner of disposition of cadavers/specimens after use:

**II. GENERAL ASPECTS OF FACILITIES:**

**A. Security**

1) Protection of facility from public (unauthorized) access:

2) Precautions taken to protect cadavers from public viewing (during transport, storage, dissection or disposal):

**B. Chemicals (if not used, skip to Section C below)**

- 1) Appropriate storage of hazardous/flammable chemicals (last EHS inspection)
  
- 2) Are concentration of formaldehyde, phenol or other hazardous chemicals in the air within the facility/facilities measured?

\_\_\_ **Yes** \_\_\_ **No**

- i) If **yes**, when was the air in the facility/facilities most recently measured?
  
- ii) What are the results of the most recent measurements?
  
- iii) How often is the air within the facility(ies) measured?

**C. Ventilation**

- 1) How is air exchange monitored?
  
- 2) How frequently is air exchange monitored?
  
- 3) Date and result of air exchange measurement (list measurement in air exchanges/hour):

**III. Facilities Where Cadavers/Specimens Are Used:**

- A. List each facility (name, room number) where cadavers or anatomical specimens are used and explain how they are used in that space. (Ex: bioskills lab RES-240 – fresh specimens for clinical training). Be specific.
  
- B. Describe the floor composition, lighting, washing stations, and dissecting tables for rooms/spaces where cadavers or anatomical specimen will be used.
  
- C. Explain how the general appearance of the facility/facilities will meet the professional standards of cleanliness and orderliness appropriate to health-educational environment.
  
- D. Discuss the procedures used to dispose of tissue scraps removed from cadavers.

**IV. Facilities Where Cadavers/Specimens Are Used:**

- A. Where are cadavers/specimens stored?
  
- B. Are storage facilities secure?
  
- C. Do you store cadavers/specimens for short or long term?
  
- D. What method will be used for storage?
  - \_\_\_ Cold storage. Temperature: \_\_\_\_\_
  - \_\_\_ Freezer. Temperature: \_\_\_\_\_
  - \_\_\_ Fluid storage. Composition: \_\_\_\_\_