



Administrative Penalty Order Issued to Jordan Dingmann Intern Registration 2474 (expired)

Jordan Dingmann
Dingmann Funeral and Cremation Service
109 East 7th Street
Adrian, Minnesota 56110

Authority

The Minnesota Department of Health, Mortuary Science Section, (“the Department”), is authorized, pursuant to [Minnesota Statutes section 149A.03 \(https://www.revisor.mn.gov/statutes/cite/149A\)](https://www.revisor.mn.gov/statutes/cite/149A), to license funeral establishments and morticians. The Department also, pursuant to Minnesota Statutes sections 149A.03, enforces state laws relating to the removal, preparation, transportation, and disposition of dead human bodies. Pursuant to Minnesota Statutes section 149A.06, the Department has the authority to conduct inspections of licensed funeral establishments, and if the Department determines that a licensee has violated a provision of Chapter 149A, it has the authority to order corrections and to assess administrative penalties in an amount up to \$10,000.00 per violation of Chapter 149A. If the Department determines that a violation of Chapter 149A has occurred, and the violation is a serious or a repeat violation, the Department has the authority, under Minnesota Statutes section 149A.06, subdivision 4, to make an administrative penalty non-forgivable.

Findings of Fact

1. Jordan Dingmann registered with the Minnesota Department of Health, Health Regulation Division, Mortuary Science (“Department”) for a mortuary science internship on June 16, 2020, by submitting an Internship Registration and Supervisor Affirmation form to the Department. According to that form, Jordan Dingmann was going to be supervised by Daniel Dingmann, a licensed mortician, and working at the Dingmann Funeral Home in Adrian, MN. Jordan Dingmann provided an address to receive correspondence from the Department and his contact information, including a phone number and an email address.
2. At the time of Jordan Dingmann’s internship registration, Governor Tim Walz’s Executive Order 20-32 (Emergency Order) was in effect. The Emergency Order permitted the Commissioner of Health to “...temporarily delay, waive, or modify” certain provisions and rules. Minnesota Statutes, Chapter 149A was included. On June 2, 2020, the Commissioner of Health (Commissioner) issued “Mortuary Science Licensing and Practice Standards Modifications and Waivers” (Waiver to Practice).
3. The Commissioner’s waiver allowed the Department to temporarily issue intern registration permits (cards) to interns (such as Jordan Dingmann) before all requirements under 149A were met. Under the Waiver to Practice, interns could receive a registration permit “...before they pass the state and national exam and allow interns to submit case reports on COVID-19 duties, including hours related to cremation, assistance with removals and storage.” The Commissioner also required registered interns to “...schedule and pass the state

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exam after the COVID-19 peacetime emergency is terminated,” and “...make sure they take the national exam once it is offered by Pearson Vue and pass the exam within 60 days after the peacetime emergency expires.” All other requirements contained in chapter 149A remained effective. The Waiver to Practice ended 60 days after the end of the emergency peacetime orders. The Waiver to Practice was rescinded on August 30, 2021.

4. The Department issued Jordan Dingmann an intern registration permit under the Waiver to Practice. On August 26, 2021, Jordan Dingmann and Daniel Dingmann were notified by the Department that Jordan Dingmann could no longer practice as a registered intern after August 30, 2021. The notification stated that Jordan Dingmann would be required to resume full compliance with chapter 149A by completing all internship registration requirements, which included taking and passing the State and National Board exams. The notification the Dingmann’s received also went out to all persons in the industry reminding them that the Waiver to Practice was ending and full compliance with 149A would again be required.
5. The Department received a complaint on January 21, 2022, alleging that an invalid internship registration permit identifying Jordan Dingmann as a registered intern was publicly displayed at Dingmann Funeral Home and Cremation Service. January 1, 2022, was the effective date on the registration permit and appeared invalid because it did not contain the official Minnesota state seal which appears on all internship registration permits, including those issued during the Waiver to Practice.
6. The Department began investigating the complaint. During the investigation, Department staff also saw that Jordan Dingmann was photographed and titled as a “Funeral Director Intern” on the Dingmann Funeral Home and Cremation Service’s website. Additionally, as recently as January 17, 2023, Department staff saw Jordan Dingmann advertised on the website as a “Funeral Director Intern.”
7. The Department contacted Jordan Dingmann on April 29, 2022, to discuss the display of what appeared to be an invalid internship registration permit. Jordan Dingmann assured the Department he possessed a valid registration permit effective January 1, 2022, and would provide a copy to the Department by end of business that day.
8. The Department has no record of issuing an internship registration permit to Jordan Dingmann with that start date. To date, the Department has not received a valid internship registration permit from Jordan Dingmann.
9. Department records show that between April 27, 2022, and November 8, 2022, six (6) calls were placed to Jordan Dingmann’s personal cell phone and five (5) emails were sent to Jordan Dingmann. Those records also show four (4) calls from the Department to the Dingmann Funeral Home and Cremation Services during that time. A message was left for Jordan Dingmann with the funeral home’s answering service on July 6, 2022. Other than the April 29, 2023 phone call with Jordan Dingmann, the Department has received no follow up from Jordan Dingmann about the concerns regarding his internship, credentials, or paperwork.
10. The Department’s licensing and certification team verifies license and qualifications of interns. This team checked to see if Jordan Dingmann has passed the State and National Board Exam. To date, there is no record that Jordan Dingmann has passed the National Board Exam (or its equivalent as required in 149A). Jordan Dingmann has passed the State Exam.
11. The Department emailed a “Notice of Investigation” to Jordan Dingmann on June 24, 2022 and November 8, 2022. The notices identified the following alleged violations: unprofessional conduct, misleading advertising, displaying an invalid intern registration permit, and failure to cooperate. The notice requested a written response to the display of what seemed to be an invalid intern registration permit, a response to his appearance on the website as a “Funeral Director Intern,” and why he failed to respond to the Department’s requests for documentation. To date, the Department has not received a response from Jordan Dingmann.

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12. Daniel Dingmann contacted the Department by email on December 29, 2022, to inquire about the status of Jordan Dingmann's actual mortuary science license. He told the Department that Jordan Dingmann had completed his internship. The Department scheduled a meeting with Jordan Dingmann and Daniel Dingmann on January 11, 2023, to discuss the internship status.
13. The Department met with Jordan Dingmann and Daniel Dingmann by phone on January 11, 2023. During that meeting, the Department informed Jordan Dingmann that, according to their records, he had not completed the requirements for a registered internship, he had not provided verification of a passing score on his National Board Exam (or equivalent), he had failed to submit internship Case Reports and hours completed during the Waiver to Practice, and had not presented the Department with a valid internship registration permit.
14. During the January 11, 2023 meeting, Daniel Dingmann claimed Jordan Dingmann was a registered intern with the Department and that he would provide the Department with a copy of Jordan Dingmann's internship registration permit. Daniel Dingmann also assured the Department that Jordan Dingmann passed his State and National Board Exam, and that Jordan Dingmann would submit his internship Case Reports that he had reviewed and approved as his supervisor.
15. On January 11, 2023, Daniel Dingmann emailed the Department a copy of an intern registration permit, which was identical to the one photographed at the funeral home and reported to the Department on January 21, 2022. The date(s) on the registration permit were January 1, 2022, through December 31, 2022, and did not contain the official state of Minnesota seal. According to Department records, Jordan Dingmann was not issued an intern registration permit for those dates.
16. On January 11, 2023, the Department had a separate conversation with Jordan Dingmann about his eligibility for an actual mortuary science license. The Department informed Jordan Dingmann that it did not have verification of a passing score on the National Board Exam, and that he had not met the requirements of completing and submitting the required Case Reports. The Department reminded Jordan Dingmann that it still did not have a copy of a valid internship registration permit. Jordan Dingmann assured the Department he would submit his Case Reports, Time Sheets, proof of a passing score on the National Board Exam, and a copy of a valid intern registration permit. The Department also requested a response to its Notice of Investigation.
17. To date, the Department has not received a copy of a valid internship registration permit, Case Reports, completed Time Sheets, response to the investigation, or proof that Jordan Dingmann has passed the National Board Exam (or equivalent).
18. During the January 11, 2023 meeting, Jordan Dingmann was also informed that he was listed on the funeral home website as a Funeral Director Intern. Jordan Dingmann's photo and title of Funeral Director Intern remained on the funeral home website through January 17, 2023.
19. On March 15, 2023, the Department received a complaint alleging that Jordan Dingmann signed his name under the title 'mortician' in a death register log at a nursing home at some point on or after a decedent's date of death (decedent passed away around November 26, 2022). Upon looking into the complaint, the Department viewed the death register log and confirmed Jordan Dingmann's name in the log.

Specific Provisions of Chapter 149A

The full text of Minnesota Statutes, Chapter 149A may be found on the website of the Office of the Revisor of Statutes: [Ch. 149A MN Statutes \(https://www.revisor.mn.gov/statutes/cite/149A\)](https://www.revisor.mn.gov/statutes/cite/149A).

1. *Id.* §149A.02, subd. 26:

““Intern” means an individual that has met the educational and testing requirements for a license to practice mortuary science in Minnesota, has registered with the commissioner of health, and is engaged in the practice of mortuary science under the direction and supervision of a currently licensed Minnesota mortuary science practitioner.”

2. *Id.* §149A.05, subd. 1:

“The regulatory agency may issue correction orders that require a person subject to regulation under this chapter to correct violations of this chapter or rules, orders, stipulation agreements, settlements, compliance agreements, licenses, and permits adopted or issued by the regulatory agency.”

3. *Id.* §149A.05, subd. 2:

“The correction order must include:

- (1) a concise statement of the deficiencies alleged to constitute the violation;*
- (2) a reference to the section of law, rule, order, stipulation agreement, settlement, compliance agreement, license, or permit that has been violated;*
- (3) a statement of the time by and the manner in which the violation must be corrected; and*
- (4) a statement of the right to request a hearing under sections 14.57 to 14.62.”*

4. *Id.* §149A.20, subd. 5:

“After having met the educational requirements of subdivision 4, a person must attain a passing score on the National Board Examination administered by the Conference of Funeral Service Examining Boards of the United States, Inc. or any other examination that, in the determination of the commissioner, adequately and accurately assesses the knowledge and skills required to practice mortuary science.”

5. *Id.* §149A.20 subd. 6:

(a) “A person who attains a passing score on both examinations in subdivision 5 must complete a registered internship under the direct supervision of an individual currently licensed to practice mortuary science in Minnesota. Interns must file with the commissioner:

- (1) the appropriate fee; and*
- (2) a registration form indicating the name and home address of the intern, the date the internship begins, and the name, license number, and business address of the supervising mortuary science licensee.”*

(b) “...The internship shall be a minimum of 2,080 hours to be completed within a three-year

period...Registrations must be renewed on an annual basis if they exceed one calendar year. During the internship period, the intern must be under the direct supervision of a person holding a current license to practice mortuary science in Minnesota. An intern may be registered under only one licensee at any given time and may be directed and supervised only by the registered licensee...The commissioner shall issue to each registered intern a registration permit that must be displayed with the other establishment and practice licenses. While under the direct supervision of the licensee, the intern must complete 25 case reports in each of the following areas: embalming, funeral arrangements, and services. Case reports, on forms provided by the commissioner, shall be completed by the intern and filed with the commissioner prior to the completion of the internship..."

6. *Id.* §149A.60:

"The regulatory agency may impose disciplinary measures or take disciplinary action against a person whose conduct is subject to regulation under this chapter for failure to comply with any provision of this chapter or laws, rules, orders, stipulation agreements, settlements, compliance agreements, licenses, and permits adopted, or issued for the regulation of the removal, preparation, transportation, arrangements for disposition or final disposition of dead human bodies, or for the regulation of the practice of mortuary science."

7. *Id.* §149A.70, subd. 1:

"Only a person holding a valid license to practice mortuary science issued by the commissioner may use the title of mortician, funeral director, or any other title implying that the licensee is engaged in the business or practice of mortuary science."

Conclusion

As a result of the investigation, the Department has concluded that Jordan Dingmann violated Minnesota Statutes Chapter 149A. Specifically, the Department concluded that:

1. Between August 31, 2021 (when the Waiver to Practice ended) and as recently as January 17, 2023, Jordan Dingmann has not taken steps to comply with Chapter 149A. Jordan Dingmann was acting as a registered intern and held himself out to be a registered intern despite lacking qualifications to do so and knowing that he lacked qualifications to do so. This occurred in violation of Minn. Stat. §§ 149A.02 subd. 26; 149A.20 subd. 5; 149A.20 subd. 6; and 149A.60.
- a. Jordan Dingmann was initially issued an intern registration permit in June 2020, during the Waiver to Practice. Internship hours must be completed within a three (3) year period. Internship registrations must be renewed every calendar year if the internship exceeds a calendar year. To date, the Department has not received any internship renewals from Jordan Dingmann.
- b. On August 26, 2021, Jordan Dingmann and Daniel Dingmann received a standard notice from the Department that the Waiver to Practice would be ending and full compliance with 149A would be required. Jordan Dingmann was responsible for ensuring compliance with 149A to comply with registered internship requirements and either knew or should have known that the Waiver to Practice was temporary. Jordan Dingmann was on notice the Waiver to Practice was ending.
- c. After the Waiver to Practice expired, Jordan Dingmann never provided the Department with a passing score on the National Board Exam (or equivalent), which is a requirement for any person who seeks a registered

internship.

- d. In April 2022 and January 2023, Jordan Dingmann told the Department he had a valid internship registration permit and would send a copy. The internship registration permit the Department received from Daniel Dingmann in January 2023 contained an effective date of January 1, 2022 through December 31, 2022. However, the Department has no record of a permit being issued to Jordan Dingmann for this time frame. Because Jordan Dingmann would have known whether he was issued an internship registration permit, the Department concludes Jordan Dingmann knew this statement to the Department was untruthful.
 - e. The internship registration permit Daniel Dingmann sent to the Department was invalid and arguably falsified. It did not contain the official state of Minnesota seal which all intern registration permits have. Given that Jordan Dingmann was issued an internship registration permit during the Waiver to Practice which did have the state of Minnesota seal, he knew or should have known that the physical internship registration permit was invalid. Moreover, because it was an exact copy of the registration permit that prompted the complaint, the Department concludes that the registration permit it received was the permit displayed at the funeral home.
 - f. Jordan Dingmann provided information to the Department during an investigation that he knew or should have known was untruthful and inappropriately represented to the Department and the public that he was a registered intern. Jordan Dingmann stated he had passed the National Board Exam (which was untrue), stated he held a valid internship registration permit (also untrue), and his registration permit he claimed was valid was visually defective (arguably falsified).
 - g. As recently as January 11, 2023, Jordan Dingmann promised to send the Department his Case Reports, Time Sheets, and a valid internship registration permit. The Department has never received these documents and concludes that Jordan Dingmann either has not completed them or does not possess them, despite his representations to the contrary.
 - h. As recently as January 11, 2023, Jordan Dingmann told the Department that he would send proof of a passing score on the National Board Exam. To date, the Department has no record that Jordan Dingmann has passed the National Board Exam (or other equivalent examination) Because Jordan Dingmann would have known whether he passed the National Board Exam (or taken an equivalent examination) the Department concludes Jordan Dingmann knew this statement to the Department was untruthful.
 - i. As recently as January 17, 2023, the Department directly observed Jordan Dingmann advertised on the Dingmann Funeral Home webpage as a "Funeral Director Intern." Additionally, the evidence supports the Department's conclusions that its communications with Jordan Dingmann on April 29, 2022 (when he claimed to have a valid internship registration permit) and January 11, 2023 (when he inquired about his eligibility for a mortuary science license) indicate that Jordan Dingmann has acted and held himself out as a registered intern after August 30, 2021, when the Waiver to Practice ended.
2. In response to a complaint to the Department received on March 15, 2023, the Department observed Dingmann's signature under the title of 'mortician' on a death register log for a nursing home for a death that occurred in November 2022. At that time, Jordan Dingmann was not a licensed mortician (and was not even a registered intern). This occurred in violation of Minn. Stat. §§ 149A.70 subd. 1; and 149A.70 subd. 7.
- a. This conduct indicates Jordan Dingmann was still holding himself out as a representative of the funeral service industry despite lacking qualifications to use the title 'mortician' and not even being qualified for a registered internship at that time.

The Following Corrective Actions are Required by this Order

The following corrective actions are issued pursuant to Minnesota Statutes, section 149A.05, subs. 1 and 2.

1. Effective immediately, Jordan Dingmann shall not engage in any activity otherwise permitted by a registered intern if he does not meet the requirements for a registered internship pursuant to 149A. This includes obtaining the proper registration permit from the Department.
2. The Department concluded that Jordan Dingmann has held himself out as and acted as a registered intern between August 31, 2021 and January 2023 without possessing a valid intern registration permit and without having proper credentials for an internship. As stated above, the Department also has not received any internship registration renewals from Jordan Dingmann. Therefore, if Jordan Dingmann wishes to complete a registered internship, he shall resubmit a new application with proof of a passing score on the National Board Exam (or equivalent). As part of that application, he shall also include a written plan or timeline as to how he plans to track the hours he spends in the internship and how he intends to engage in prompt communication with the Department if asked.
3. Because the Department has made findings that Jordan Dingmann abused the role and title of 'registered intern,' (and made false/untrue statements to the Department about his qualifications for an internship) if Jordan Dingmann chooses to complete a registered internship, the following will be required before his internship will be considered complete:
 - a. Attend and complete a total of 10 Continuing Education Units "CEU's", in the areas of Funeral Regulation and Ethics. The CEU's must be by a provider that is approved by the Department.
 - b. Identify upcoming CEU's that would satisfy the above requirements and must submit to the Department for the Department's approval a written outline of the course(s) that includes the course(s) content and objectives; total number of CEU's allowed for the course(s); and the name and title of the instructor(s) with contact information.
 - c. If Jordan Dingmann is, after reasonable inquiry, unable to identify CEUs that meet the above requirements prior to the internship ending; or there are no CEUs that meet the above requirements, he shall submit to the Department a written request for an extension of time.
 - d. Within five (5) working days after attending the approved course(s), Jordan Dingmann must submit to the Department a copy of the completion certificate(s), the name of the CEUs, the number of the CEUs received, and the date and time that the course(s) were held.

Penalty Assessed

Pursuant to Minnesota Statutes, section 149A.06, Jordan Dingmann is assessed a non-forgivable penalty of \$10,000.00. In setting this penalty amount, the Department considered:

1. The Department's statutory ability to assess up to \$10,000.00 for each specific violation identified in an inspection, investigation, or compliance review.
2. The willfulness and gravity of violations of 149A and number of violations of 149A. Jordan Dingmann engaged in unlicensed practice and held himself out as a registered intern despite lacking qualifications to do so. Additional factors required in the interest of justice under 149A.06 subd. 5(a)(6) include Jordan Dingmann's untruthful responses to the Department while holding himself out as, and misrepresenting himself as, a member of an industry regulated by the Department and failing to respond in a meaningful way to the Department's request for information and Notices of Investigation.
 - Jordan Dingmann received notice from the Department that the Waiver to Practice was ending on August 30, 2021, and that full compliance with Chapter 149A would be required. Despite this notice, he did not take the requisite steps to comply with Chapter 149A and continued to represent himself to the public and the Department as a registered intern. As recently as January 2023, the Department was still attempting to address uncorrected issues regarding his internship, and to date, he still has not passed the National Board Exam (or equivalent).
 - An invalid internship registration permit for Jordan Dingmann was publicly displayed at the Dingmann Funeral Cremation Service. Jordan Dingmann was also publicly advertised on the website as a Funeral Director Intern at least through January 17, 2023. This conduct risked misleading the public that Jordan Dingmann was in a registered internship and was qualified to be a registered intern with the Department. The website advertisement further illustrates that Jordan Dingmann was acting as a registered intern despite lacking the requisite qualifications to do so.
 - Jordan Dingmann knew he was not qualified to be a registered intern. He knew he did not have a valid internship registration permit and knew he had not passed the National Board Exam (or equivalent). Despite this, in January 2023, he represented to the Department that he had a valid internship registration permit and told the Department he would provide proof of a passing score on the National Board Exam. Jordan Dingmann had not been issued a registration permit for the dates claimed and had not (and still has not) passed the National Board Exam (or its equivalent). Regarding the registration permit, the one Jordan Dingmann claimed to have did not have the state of Minnesota seal. Due to this clear visual flaw, a claim of innocence or lack of knowledge about the physical appearance would not be believable.
 - Notwithstanding the misrepresentations to the Department, Jordan Dingmann failed to respond to the Department's concerns and meaningfully cooperate with the investigation despite representing himself as a member of an industry directly regulated by the Department. Between approximately April 2022 and January 2023, the Department has attempted to contact Jordan Dingmann six (6) times via phone, five (5) times via email, and had only two (2) real-time discussions with him about problems with his internship and about the need to respond to the Department's notice of investigation. Despite these attempts, the Department has received no response to its requests for documents and no response to the Notices of Investigation.
 - In addition to misusing the title and role of 'registered intern,' Jordan Dingmann also misused the title

of ‘mortician.’ In November 2022, Jordan Dingmann misused the title of ‘mortician’ when his name appeared on a nursing home death registry log. Representing himself as a licensed mortician is serious and grave.

3. Jordan Dingmann violated multiple provisions of Minnesota Statutes, 149A. Of heightened concern is that these violations occurred before he had a license to practice mortuary science and while he was attempting to serve as an intern (and presumably future licensed mortician) within the industry. The conduct described in this APO goes against the very principle of protecting the public-at-large and properly serving and engaging with consumers in a fair and forthright manner.

How to Pay the Penalty Assessed

Jordan Dingmann shall pay the \$10,000.00 assessed civil penalty once the Department has issued an invoice with payment instructions outlined.

If sixty (60) calendar days pass between the established due date of the payment and when Jordan Dingmann pays, the penalty may be referred to the Minnesota Department of Revenue, (“MNDOR”), or any other source for collection. When this determination for a penalty becomes public and the Department refers the matter to MNDOR, MNDOR is authorized by Minn. Stat. § 16D.17 to obtain a judgement against Jordan Dingmann without further notice or proceeding.

Request for a Hearing

Jordan Dingmann may appeal this APO by requesting a hearing. The hearing request must be **in writing** and delivered to the Department by certified mail within twenty (20) calendar days from receipt of the APO and should specifically state the reasons why review of the order is sought. Certified mail should be directed to:

Minnesota Department of Health
Reconsideration Unit
85 7th Pl E
PO Box 64970
St. Paul, MN 55164-0970

The request must state the specific reasons for seeking a review of the APO. The Department will initiate the hearing process within thirty-days of receiving a request for a hearing in accordance with Minn. Stat. § 149A.06, subd. 6.

So ordered this 9th day of November 2023 by Maria King, Health Regulation Division Director.

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Minnesota Department of Health
Health Regulation Division
Mortuary Science Section
PO Box 64975 St. Paul, MN 55164-0975
651-201-4200
health.mortsci@state.mn.us
www.health.state.mn.us/facilities/providers/mortsci

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