

ISGH Funeral Services – Familiarize yourselves and be prepared!!

It is often the case when someone passes away in our community among our family, relatives or loved ones we find ourselves unprepared and uninformed while grieving and get overwhelmed with the process of the burial and the costs involved. While still grieving we end up having to absorb the burial related matters quickly and depend on others to help us through this difficult time. Since Islam requires us to perform the burial as soon as possible following the hadith of our prophet (PBUH) we sometimes make quick decisions causing negative impact incurring delays and unnecessary extra burial costs due to not being better informed.

This document provides an overview of the steps involved and related details from the time of death to the subsequent burial of the deceased. Also provided is information about ISGH funeral homes and the services they provide for use a reference when and if you need it and be better prepared and informed.



ISGH Funeral Homes

The ISGH funeral homes are non-profit facilities owned and operated by ISGH. These funeral homes provide number of services including transporting the deceased's body, washing, wrapping deceased's body in "Kafan"/cotton sheets, filling out the paper work, handling matters with the hospitals, cemeteries, police, medical examiners, masjids and executing other tasks as required depending on the circumstances involving the death.

Funeral Home Locations Operated by ISGH

ISGH operates out of three (3) funeral home location addresses that provide burial services. Please ensure that the organization you are authorizing to take possession of deceased's body for burial is one of these three funeral home location addresses to avoid deceased body being taken to one you have not authorized.

- **Hamza Funeral Home** (Southwest Houston), **6233-A Tres Lagunas, Houston, Texas** 77083, (832) 941-0766 / (832) 330-9905
- **Bilal Funeral Home** (North Houston), **11932 Adel Rd, Houston, Texas** 77067, (832) 941-0766, (832) 330-9905
- **Abu Bakr Funeral Home** (Southeast Houston), **8830 Old Galveston Rd, Houston, Texas** 77034, (832) 941-0766 / (832) 330-9905

Please Note:

- *** When filling out the **Body Release Form** please **write down the Funeral Home name exactly** as listed above.
- *** **When searching for the name of the ISGH Funeral Services in web browsers** (Google, etc.) ensure that the Funeral home location address is one the three listed above and the one you are planning to contact and not any other address location to avoid causing any confusion and having the body of deceased being transported to an incorrect location address.

Official ISGH Funeral Home Services Website

Please visit the official ISGH Funeral Services website (link below) for burial services and for getting contact details.

<https://isgh.org/funeral-services/>

ISGH Funeral Home Burial Charges

The current approximate cost for burial at Forest Lawn cemetery is between \$4500 and \$4800. This includes charges for grave area, cemetery services and ISGH funeral home services. All charges are explained by the ISGH funeral home services staff before payment is received.

- **The charges for burials vary based on the cemetery chosen for burial** by deceased's family, relatives or loved ones. Charges at other cemeteries other than Forest Lawn are higher.
- **Additional charges may be incurred due to other factors** dictated by the circumstances of death such as an autopsy being performed or to accommodate optional requests by family/loved one such as providing Janaza procession escort services, transporting deceased's body overseas, etc.

Other Key Cost Considerations

- **Charges by medical institutions such as hospital, ambulance transportation, medical examiners are all outside the jurisdiction of ISGH**, but guidance is provided to the grieving family to help them understand these charges and in some cases, work with the institutions to keep it to a minimal.
- **Approximate charges have been mentioned here** so the community has prior knowledge of some of the funeral costs involved and be mentally prepared for it. Without this prior knowledge at the difficult time of the death of the family member, friend, or relative the grieving family are left with little option but to accept and absorb the charges billed by the funeral services providers and end up obliging to avoid delays and embarrassment of discussing costs.
- **Additional costs may be applied in certain cases** where the body needs to be shipped overseas or an autopsy has been performed by the medical examiner. This may include embalming and stitching the body after autopsy. These separate charges should be discussed with the funeral services after the body is received.

- **Escort charges are optional and separate.** These charges are only applicable when the Janaza procession is large and the family requests it. The charges vary by the number of escorts used (normally 2 -3) and requested by the family or loved ones.

ISGH Funeral Homes – Services

The ISGH funeral homes provide number of services that include

- **Transportation of the deceased’s body:** Body is transported to and from various locations including ISGH Funeral Home, location where death occurred (home, etc.), hospital, medical examiner’s office, masjids, airport and other cities.
- **Washing, preparing and wrapping of the deceased’s body:** This includes washing of the body, wrapping in ‘Kafan’, preparing it for Janaza prayers and burial, placing it in a casket for transportation.
- **Viewing of the body:** The deceased’s body is set up for viewing in the funeral home by family members, relatives, friends and other visitors.
- **Embalming:** This is required in certain situations when the body is prepared for transporting it to other countries, overseas or to other cities. The ISGH funeral homes are authorized and licensed by the local city authorities to do this.
- **Stitching:** This is required in certain situations when an autopsy is performed by the Medical Examiner.
- **Coordination:** Handle and facilitate all coordination with deceased’s family, relative or friends, police, hospital staff, cemeteries, shipping organizations, EMT (Fire brigade, Ambulance staff), medical examiner and Funeral Commission.
- **Counseling:** Provide counseling to the grieving and family, relatives, friends of the deceased to make overwhelmed by grief and emotions to make this difficult process of burial less painful for them.

Cemeteries used by ISGH

ISGH currently utilizes three cemeteries around Houston area that provide burial areas/graves for deceased belonging to Islamic faith. The muslim burial areas in these cemeteries are separated from the non-muslim burial areas.

The three cemeteries used by the ISGH Funeral homes for muslim burials are:

- **Forest Lawn Almeda-Genoa Islamic Section**, 8701 Almeda Genoa, Houston, TX 77025
- **Forest Park Westheimer Islamic Place Cemetery**, 12800 Westheimer Road, Houston, TX 77077
- **Forest Park the Woodlands Muslim Garden (Section 9)**, 18000 Interstate 45 S, The Woodlands, TX 77384

Note:

- **For the future ISGH has purchased land licensed for burial at two locations within the city of Houston.** Only muslim burials will be allowed at these cemetery locations. It is expected that the cost of burial will be much lower than that at the current cemetery locations.
- **Paperwork is handled by ISGH funeral services for Forest lawn cemetery ONLY.** For other cemeteries the family/relatives/friends of the deceased are required to fill out the paperwork.

Key Documents and Paperwork

There are number of important documents/forms that are involved that are furnished by various authorities and organizations involved to be filled out and signed upon. These include:

- **Body Release Form:** Furnished by ISGH funeral services provider before deceased's body can be received by them. It must be signed by the grieving family to authorize the release of the body.
- **Police Report Receipt:** Provided by the police when police are called to the location where has death occurred
- **Cemetery Paper Work:** This is furnished by the Cemetery where the burial takes place and is filled out by deceased family or relative
- **Autopsy report:** This is furnished by the Medical examiner in certain situations where autopsy is requested by the police department.
- **Face Sheet:** Furnished by the hospital to the ISGH Funeral home service provider
- **Death Certificate:** Issued by the Texas Funeral commission upon receiving the details of the death from the ISGH funeral service provider and is sent to the funeral service provider who informs and turns it over to the deceased's family members or relatives.
- **Overseas Shipping Paperwork:** This paperwork is furnished by the ISGH funeral services on behalf of transportation organization and is required for transportation of the deceased's body to other destination such as overseas.

Key Guidelines: Post death to subsequent burial

There are number of steps that need to be executed upon death of the deceased and for the subsequent burial to be performed. These vary depending on where and how the death occurred. The death may occur at home, at hospital or due to an accident.

- **Death at Home**
- **Death at Hospital**
- **Death due to Accident**

Death at home

In case of health emergency or if death of your loved one is presumed or suspected the following are suggested guidelines to follow:

- 1. Call 911 for ambulance:** The medical aide/ambulance staff/doctor arriving at home/location will immediately check the individual and proceed to do one the following:
 - **Call the police:** The police will decide whether to hand over the body to funeral home services or be sent to medical examiner who may have access to previous medical records already and if they don't then they may inquire about the possible cause of death from the family. The police will also provide Police Report Receipt
 - **Confirm the death:** They will provide a face sheet with time of death mentioned on it and allowing the loved ones of the deceased to proceed to make funeral arrangements
 - **Transport the patient to the hospital** after determining the patient is alive but requires immediate treatment at the hospital.
 - **Leave the patient at location with the loved ones** if patient is alive and his/her condition is not serious or life threatening.

If the body is turned over to the medical examiner, then they will:

- **Investigate the cause of death and then will release the body to ISGH funeral home** after receiving a Body Release Form signed by the family of the deceased authorizing this release.
 - **May perform an autopsy or forego it upon request from the family** after listening to the explanation as why family does not want it to perform. In certain circumstances when the cause of death is not able to be identified or foul play is suspected in the death then as per policy/protocol and autopsy is performed family request to forego it is not granted.
- 2. Call ISGH Funeral Service Provider**
 - **If the medical staff confirms death**, then the body of the deceased will be released to the ISGH Funeral Home upon signing of the Body Release Form by the deceased family/loved ones.
 - **Ensure Funeral Home Service provider arriving to pick up the deceased's body is from the official ISGH Funeral Homes location addresses list above** (Humza Funeral Home, Bilal Funeral Home or Abu Bakr Funeral Home) to avoid having deceased's body being transported to a non-ISGH funeral home that may cause confusion and delays.

Death at the Hospital

Once death has been confirmed at the hospital by the hospital medical staff the **Body Release Form** is signed by the family or loved one of the deceased allowing the body to be released to either:

- **Medical examiner** if requested by the hospital or police authorities. After determination of the cause of death possibly via autopsy the deceased's body is then released to the

ISGH Funeral Home Services staff after getting the Body Release Form signed by the deceased's family, relative or loved ones.

- **ISGH Funeral Home Service** (Humza Funeral Home, Bilal Funeral Home or Abu Bakr Funeral Home). The steps that are executed and process followed once the deceased's body is transferred to the Funeral Home is described later in the document.

Death by Accident

After an accident (at a location other than home) 911 emergency is called that results in police, ambulance and fire brigade arriving at the scene

- **The ambulance EMT staff will immediately check and try to treat the accident victim** and take further action.
 - **If the victim is injured** he/she will be transported to the hospital for immediate treatment and possible lifesaving measures to be performed if in critical condition.
 - **If the victim has died at the scene** then the medical staff will confirm the death and transport the body to the hospital.

The details of the process that follows at the hospital had is described earlier in the document.

- **The police will provide a Police Report Receipt.**

Steps Executed at the ISGH Funeral Home

After the body of the deceased is transported to and received at the ISGH Funeral Home locations the ISGH Funeral home performs number of functions mentioned below and guides and assists the loved ones of the deceased's in all aspects of the burial and procedure and process to follow. The steps that may follow here include:

- **Payment is made to the funeral home** at this point by the family or loved one of the deceased
- **Deceased's body is washed** (also embalmed/stitched if necessary after autopsy or for transporting overseas).
- **Deceased's body is wrapped in cotton sheets called "Kafan"**
- **Deceased's Janaza is placed in casket/coffin**
- **Viewing of the Janaza may take place** if requested by the family for viewing by family members, relatives and other visitors.
- **Deceased's Janaza is transported to the masjid for Salat-ul-Janazah** (or another location that may be specified by the family.)
- **After Salat-ul-Janazah deceased's Janaza is transported to the cemetery.** The Janaza procession may be escorted by police upon request by family members or loved ones.
- **Once at the cemetery, necessary cemetery paperwork must be signed by the deceased's family/loved ones before burial proceed** (unless this was done earlier). This

is 5 to 15 minutes process. Paperwork is already done by the funeral home and will be ready by the time the funeral procession arrives.

- **Burial Performed:** Cemetery services staff as well as ISGH Funeral Home staff execute the necessary steps related to burial while guiding and involving the family members and loved one during this burial step.

Special Case: Transportation of deceased's body to other countries or cities

ISGH also provides guidance and facilitates in the process for sending of the deceased's body overseas and neighboring countries or locally to other cities. Some of the key process step that occur in such a case include:

- Calling the official ISGH Funeral Home (Humza, Bilal or Abu-Bakr funeral homes) Informing and explaining to them the situation related the to death, the location of body, details of destination where the body is to be sent to
- Filling out the Body Release Form
- Embalming the body by the ISGH Funeral homes that are licensed will perform embalming that is required by law
- Filling out the paperwork. All charges related to overseas shipping are also handled by the above listed ISGH funeral homes
- The ISGH Funeral home after preparing the deceased's body for overseas transportation takes it to the airport while coordinating with the loved ones of the deceased.