

## **MEDICAL EXAMINER**

Performs post mortem examinations to determine the cause and manner of death and, if necessary, the identity of deceased individuals. The Medical Examiner provides assistance to the County Coroner in managing the county's death investigation resources and personnel, and in fulfilling all statutory and operational duties.

### **CLASSIFICATION DISTINCTIONS**

The Medical Examiner, a single incumbent position, works under general direction of the County Coroner and reports directly to the County Administrator. The County Coroner is responsible for policy and procedural changes, whereas the Medical Examiner recommends but does not set policy. This position has broad responsibility and considerable latitude for independent judgment and works autonomously in the performance of daily activities.

### **KEY OR TYPICAL TASKS AND RESPONSIBILITIES:**

- Performs timely post mortem examinations, retaining samples, specimens, and tissues necessary for analysis, examination, and documentation as prescribed by existing practices of forensic pathology
- Prepares written autopsy reports using appropriate reporting form and convention
- Issues preliminary reports in writing, of the cause of death where such determination is not dependent upon further investigation
- Keeps and maintains appropriate records, reports, and other documentation regarding investigations as well as physical evidence transferred from other investigative agencies
- Contracts at County expense for other investigative services not available as customary or usual from the County, e.g. anthropology, energy dispersive X-ray analysis, DNA testing, etc., as necessary
- Confers with and provides expert testimony on cases performed as required by the Sheriff, Prosecuting Attorney and other law enforcement officials
- Visits the scene of death, or discovery of remains to provide professional assistance
- Follows policy and protocol for handling of organs and tissues, and appropriate handling of bodies and items found on or about said bodies, and collections of unclaimed bodies

- Recommend and assist in the implementation of goals and objectives and assist with establishing schedules and methods for providing coroner services
- Participate in the preparation and administration of the County Coroner's Office Budget, and submit budget recommendations

### **QUALIFICATIONS**

- Must possess a Washington MD/DO license and be Board Certified; or if not eligible in forensic pathology, must be able to obtain certification within three years of appointment.

**Knowledge of:** Operations, services and activities of a death investigation center; pathology and forensic pathology procedures; methods, practices, equipment and procedures of handling deceased individuals; data collection, statistical analysis and report writing principles and techniques.

**Ability to:** Prepare detailed technical reports; ; solve complex investigations of death; use strong interpersonal skills, including ability to interact and cooperate with co-workers and to deal effectively with law enforcement personnel, attorneys, court personnel, Justices of the Peace, county commissioners and the general public.

### **WORK ENVIRONMENT & PHYSICAL DEMANDS:**

Incumbent typically works in a climate controlled laboratory area requiring employee to handle biological evidence and work with chemicals, fumes and odors from lab chemicals. Additionally, incumbent may work in an office setting for purposes of documentation and report writing; and may possibly be subjected to adverse weather and environment conditions when responding to an occasional crime scene. Work involves management of multiple priorities and can involve face-to-face interactions in stressful or sensitive situations.

Essential tasks include: strength, agility, and manual dexterity of standing, walking, lifting, pulling, pushing, typing/keyboarding, etc. are essential physical demands required to perform post mortem examinations and complete necessary forms and reports on findings. Driving a vehicle to and from crime scenes, seminars, training classes, conferences, and meetings requires strength and agility. Sensory tasks of seeing, reading, speaking, hearing and smelling are essential for execution of duties when performing post mortem examinations and communicating with law enforcement and court personnel, county commissioners, co-workers, general public, etc.

REVISED: 8-96  
Office use: 6/22/00