



# JOB DESCRIPTION

<i>Title</i>	<b>Medicolegal Death Investigator</b>				
<i>Department</i>	Sheriff's Office			<i>Job Class</i>	RU 12
<i>Driving Required</i>	Yes			<i>Safety</i>	Yes
<i>Labor Union</i>	Clatsop County Law Enforcement Assoc.			<i>FLSA</i>	Non-Exempt
<i>Created</i>	Oct. 2019	<i>Reviewed</i>	June 2022	<i>Revised</i>	April 2021

## ***Purpose***

The Medicolegal Death Investigator is responsible for conducting death investigations in cooperation with law enforcement and works closely with the District Attorney's Office providing expert witness testimony, legal documentation for court trials and appearances.

## ***Essential Functions***

A person employed in this classification must possess the capability to perform the following duties to be considered for this position. The duties are essential functions requiring the critical skills and expertise needed to meet the job objectives. Additional specific details of these essential functions may be provided by the specific office or department job announcement, if applicable.

- Conduct investigations of all manner of deaths; examine human remains, and work with law enforcement and funeral homes to take custody of the body, the personal effects of the deceased, and any weapons, instruments, vehicles, buildings, or premises which are believed to be involved in the death.
- Act on behalf of the Chief Medicolegal Death Investigator in his/her absence.
- Conduct a forensic examination of the body; assist with recognition/protection/collection of evidence including recovery and identification of human remains, acquire/interpret medical records, preserve evidence relating to the cause and manner of death, obtain blood and other body fluids.
- Interview relatives of the decedent, medical care provider interviews, and provide necessary technical expertise in the investigation of violent or suspicious deaths.
- Receive and respond to phone calls from law enforcement, hospitals, and care facilities about deaths occurring under those jurisdictions.
- Prepare, maintain and provide state mandated death investigation reports including recording death certificate information.
- Prepare and provide expert witness documentation for use in court trials and hearings, may be required to testify in criminal and civil proceedings related to the cause and manner of death.
- May represent the Chief Medicolegal Death Investigator and/or act on his/her behalf in his/her absence.
- Follows all safety rules and procedures established for work areas.



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- Performs related duties as required. Provide consultation, examination and, if needed, testimony in criminal cases.

## **Mandatory Qualifications**

### *Education and Experience:*

- OCMDI, NAME, or NIJ certified 40-hour course in death investigation must be completed within a year of hire.

### *Knowledge, Skills and Abilities:*

- Able to draw biological specimens as required; accurately describe remains; examine mutilated, decomposed and partial remains.
- Able to effectively communicate with the county Physician Medical Examiner and the State Medical Examiner Pathologists in relaying concerns of the family or the medical community ensuring adequate follow-up with any of those parties.
- Able to effectively and empathetically communicate information regarding policies, science, medicine, and state statutes while in emotionally charged situations with a variety of public and professional individuals. Must be able to effectively communicate through grand jury, inquest and/or courtroom testimony.
- When called upon, able to represent the Chief Medicolegal Death Investigator and/or act on his/her behalf in his/her absence.

## **Desired Qualifications**

Knowledge of human anatomy. Some advanced course work in biology, physiology or chemistry. Experience as a nurse, physician's assistant, or paramedic. Strong writing skills with an understanding of complex and detailed medical and legal terminology. Experience working with law enforcement.

## **Physical Demands**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Duties in the field require walking, stepping, squatting, bending, balancing, fine motor control and the ability to lift, carry, push and pull up to 50 pounds, lift and carry 50 pounds while climbing stairs, and push/pull 150 pounds. Duties involve exposure to confined spaces, working at heights, slippery and/or uneven surfaces, adverse weather conditions, environmental, biological, and/or health hazards, and unpleasant elements at death scenes. Specific vision abilities required by this job include close vision, color vision and the ability to adjust focus.

Clatsop County is committed to providing reasonable accommodations as required by the Americans with Disability Act (ADA). Reasonable accommodations may be made to enable qualified individuals with disabilities to perform essential functions and/or physical demands.



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## ***Working Conditions***

The Medicolegal Death Investigator is an on-call 24/7 position including weekends and holidays. The work is performed both indoors and outdoors in a variety of environments and in all weather conditions. Duties may involve strenuous physical activity, extensive driving or computer time, as well as exposure to unpleasant elements at death scenes. Frequent exposure to biological hazards. Commonly encounters grieving and/or volatile individuals at scenes, during the course of investigation, and subsequent to investigation.

## ***Supervision Received and Exercised***

Works under the direct supervision of the Chief Medicolegal Death Investigator. Supervision is not a typical responsibility of this position.