

ASSOCIATE MEDICAL EXAMINER (PATHOLOGIST)

FUNCTION OF THE JOB

To be responsible for independent investigation of reportable deaths that occur in the County, for performing autopsies, medical evaluations of cases; and provides office direction in the absence of the Medical Examiner.

CHARACTERISTIC DUTIES AND RESPONSIBILITIES

1. Investigates deaths in accordance with Wisconsin State Statutes and Waukesha County policies and procedures, including evaluating death scenes, examining and preserving evidence, and investigating the circumstances of death by obtaining personal data and medical history through records and interview; and determines cause and manner of death in cases accepted.
2. Performs medico-legal autopsies and examines bodies to determine both the cause and manner of death.
3. Collect and preserves physical evidence, such as blood, urine, bodily fluids, tissues, and trace evidence from cases; and performs or orders toxicological or other studies on these materials.
4. Performs microscopic examinations, interprets laboratory and toxicological test results, and reviews medical records and police reports to aid in the determination of cause and manner of death.
5. Directs the identification of decedents and the notification of next of kin.
6. Testifies in both civil and criminal courts on the results of investigations, autopsies, toxicological and laboratory results, and cause and manner of death.
7. Completes and issues death certificates, cremation certificates, case reports, and autopsy reports.
8. Participates in screening, interviewing and selecting technical and support staff.
9. Establishes and maintains effective working and public relations with the State Crime Laboratory, State and Federal law enforcement and judicial agencies, families, health care facilities and personnel, mortuary professionals, insurance company personnel, department staff, and the public.
10. Cooperates with and/or provides information and education to the medical community regarding death statistics and trends, consumer product problems, organ donation, etc.
11. Develops and presents training seminars on medico-legal cases for continuing education credits and in-service training for members of the criminal justice community.
12. Remains up-to-date in current medical and forensic developments.
13. Provides guidance to staff in the absence of the Medical Examiner.
14. Provides death investigation and staff guidance on a 24 hour per day, 7 day per week rotating on-call basis.
15. Performs other duties as required.

QUALIFICATIONS

Essential Knowledge and Abilities

1. Thorough knowledge of the Wisconsin State Statutes, administrative rules, common and accepted practices in Wisconsin under these rules, and federal and national standards pertaining to medical legal death investigation.
2. Thorough knowledge of the investigative principles, practices, and techniques used in the determination of the cause and manner.
3. Thorough knowledge of the causes and manners of death.
4. Thorough knowledge of the procedures involved in medico-legal autopsies.
5. Thorough knowledge of human pathology and the diagnosis of disease and trauma.
6. Thorough knowledge of forensic procedures and techniques such as DNA and evidence collection.

QUALIFICATIONS

Essential Knowledge and Abilities (cont.)

7. Thorough knowledge of the principles, literature, standard practices, methods, and techniques of the broad field of medical science.
8. Thorough knowledge of standard laboratory procedures, methods, and equipment applicable to field.
9. Thorough knowledge of occupational safety requirements and procedures, especially regarding hazardous materials and blood borne pathogens.
10. Considerable knowledge of administrative, managerial, and supervisory principles and practices including budgeting, planning, program evaluation, and employee supervision.
11. Knowledge of computer hardware, software, and other specialized equipment or technology and their application to department operations.
12. Ability to perform forensic autopsies identify and diagnose pathological conditions grossly and microscopically; and interpret ante-mortem and post-mortem laboratory and toxicology data.
13. Ability to communicate effectively, both verbally and in writing, and to deal compassionately with survivors of the decedent.
14. Ability to establish and maintain effective working and public relationships with the State Crime Laboratory, State and Federal law enforcement and judicial agencies, families, health care facilities and personnel, mortuary professionals, insurance company personnel, department staff, and the public.
15. Ability to effectively interact with sensitivity with persons from diverse cultural, socioeconomic, educational, racial, ethnic, and professional backgrounds, and persons of all ages and lifestyles.
16. Ability to secure facts through objective, independent, and thorough investigations and inspections; analyze and interpret evidence and data; and make appropriate determinations.
17. Ability to plan, organize, and effectively present ideas, concepts, recommendations, and reports.
18. Ability to direct, plan, coordinate, and evaluate the work of the staff.
19. Ability to deal with issues of death and dying on a daily basis, often in unpleasant circumstances.
20. Ability to perform work in the field in varying types of terrain and weather conditions.
21. Ability to move and transfer human bodies of various weights and ensuring preservation of any trace evidence.
22. Ability to safely drive a County vehicle in the regular performance of duties.

Training and Experience

1. Graduation from a recognized medical or osteopathic school; and
2. Completion of an ACGME accredited anatomic or anatomic and clinical pathology residency with training in forensic pathology; and
3. Certification in forensic pathology and anatomic or anatomic and clinical pathology by the American Board of Pathology within two (2) years of employment.
4. Possession of a license or eligibility to receive a license to practice medicine in the State of Wisconsin.
5. Valid driver's license.