



DISTRICT ONE MEDICAL EXAMINER

Job Title:	Medicolegal Death Investigator I or II	Job Category:	Investigations
Department/Group:	Investigations	Benefit Group:	1
Location:	Districtwide	Travel Required:	Yes
Level/Salary Range:	\$20 - \$23 Hourly	Position Type:	Full-time
Supervision:	Chief Investigator		

Job Description

The District One Medical Examiner's Office provides medicolegal death investigation services for the four most Western counties in the Florida panhandle (Escambia, Santa Rosa, Okaloosa, and Walton) which includes a population of nearly 800,000 residents. The primary office is in Pensacola and with plans to build a new facility in Santa Rosa County. The mission is to provide quality, transparent, and compassionate medicolegal death investigation services to the residents of District One. Provides highly responsible executive, administrative and technical support to the Chief Medical Examiner and senior management staff.

The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position. Personal characteristics required of all employees such as honesty, industry, sobriety, and the ability to get along with others, are presumed qualities and are not listed specifically.

MEDICOLEGAL DEATH INVESTIGATOR I OR II

ROLE AND RESPONSIBILITIES

- Receive notification of deaths from witnesses, medical professionals, law enforcement personnel, funeral homes, or others in attendance.
- Investigate causes of unexpected, suspicious, or unattended deaths to determine jurisdiction as authorized by Florida Statute Chapter 406.
- Attend death scenes to document the scene, including but not limited to taking photographs and collection of physical evidence. Examine the decedent's body for signs of trauma and/or unusual circumstances; verify post-mortem changes are consistent with the situation and circumstances.
- Coordinate transport of bodies from death scenes to the medical examiner's office.
- Work cooperatively with local physicians, healthcare facilities, funeral homes, transplant organizations, and local, state, and federal law enforcement agencies to ensure optimum standard of investigation is upheld and all necessary information is obtained.
- Interview persons who may have information related to deaths including but not limited to: family members, friends, physicians, nurses, law enforcement, and EMS. Obtain medical history, lifestyle patterns, incident information, and other reports related to the case.
- Prepare detailed investigative reports in a timely manner.
- Confer with law enforcement, hospital, and mortuary officials to obtain dental records, fingerprints, x-rays, or additional specimens as necessary to identify bodies.
- Obtain medical records as needed.



DISTRICT ONE MEDICAL EXAMINER

- Locate/identify next-of-kin and notify of medical examiner involvement; advise family members of circumstances and causes of deaths as well as processes and procedures of the medical examiner's office.
- Attend court proceedings and give testimony.
- Perform other related duties as required by state and national accreditation standards.
- Be available to work office hours, after hours, on call, weekends, and holidays, on a rotating schedule or as deemed necessary for mass disaster response or emergency preparedness for natural disasters.

QUALIFICATIONS – MEDICOLEGAL DEATH INVESTIGATOR I

- Must sit for and pass the American Board of Medicolegal Death Investigation (ABMDI) diplomate exam within one year of employment.
- High school diploma
- Current Florida Driver's license or the ability to obtain one within 30 days of employment.

PREFERRED QUALIFICATIONS

- Prior death investigation or medical experience

QUALIFICATIONS – MEDICOLEGAL DEATH INVESTIGATOR II

- American Board of Medicolegal Death Investigation (ABMDI) – Diplomate
- One year of experience as a Medicolegal Death Investigator I, or equivalent experience in death investigation or medicine.
- High School diploma
- Current Florida driver's license or the ability to obtain one within 30 days of employment.

PREFERRED QUALIFICATIONS

- Two or more years of experience as a Medicolegal Death Investigator I, or equivalent experience in death investigation or medicine

KNOWLEDGE, SKILLS, AND ABILITIES

Knowledge: Basic to intermediate knowledge of medical terminology. Basic to intermediate knowledge of anatomy and physiology. Basic understanding of death from myocardial infarction, CVA, organ failure, sepsis, accidental and non-accidental trauma, asphyxiation, and other common causes of death. Basic understanding of the different manners of death. Basic understanding of common prescription, nonprescription, and illicit drugs. Understanding of medical examiner jurisdiction as mandated by Florida Statute Chapter 406.

Abilities: Evaluate information from medical records. Submit concise and coherent reports in oral and written form. Establish and maintain cooperative professional work relationships with persons from a variety of organizations and agencies. Comfortably assist persons bereaved by the death of a loved one and professionally manage emotional situations related to death. Be able to concentrate on more than one task at a time and to make independent decisions.

Certificates, Licenses, Registrations: Must have reliable transportation with insurance and a valid driver's license. Must be able to obtain ABMDI registered status.



DISTRICT ONE MEDICAL EXAMINER

Physical Demands: Acceptable eyesight and hearing to perform investigator duties. Able to sit, stand, or walk for long periods of time, to walk up and down stairs, and to get into and out of vehicle repeatedly. Must be able to lift, carry, drag, or push, an average body weight of 150 to 200 lbs., both alone and with help. Must have gross motor skills to include hand dexterity, full use of fingers, hands, arms, and good grip strength to perform investigative duties.

Other Requirements: Able to work in hazardous or dangerous work areas or situations. Capable of working under stressful situations and while fatigued. Able to wear personal protective equipment, as required. Able and willing to work nights, weekends and holidays in a rotating schedule or as needed. This position is considered essential therefore you must be able to report to work during times of emergency declaration or mass fatality incidents.

**SEND RESUMES TO CHRISSY NIETEN, CHIEF INVESTIGATOR, AT
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