



LANE COUNTY
N4630
Established 07/14/07
Updated 03/28/18
(Previous Job Code:
B008)

MEDICAL-LEGAL DEATH INVESTIGATOR

CLASS SUMMARY: To investigate and gather data on traumatic accidents or unexplained deaths in Lane County; and to perform related duties as assigned.

SUPERVISION RECEIVED AND EXERCISED: Received general supervision from the Administrative Services Manager, and technical and functional supervision from Deputy State Medical Examiner.

TYPICAL CLASS ESSENTIAL DUTIES: (These duties are a representative sample; position assignments may vary.)

1. Conducts investigations of deaths in Lane County which occur under circumstances as prescribed by ORS 146.090.
2. Gathers factual information and prepares detailed reports concerning unexplained deaths.
3. Interviews relatives of deceased and witnesses to obtain information pertinent to the death under investigation.
4. May authorize removal of deceased upon completion of investigation.
5. May take temporary custody of personal effects of deceased and, after making an inventory, turn them over to a responsible person such as a relative or law enforcement officer.
6. Through the Deputy State Medical Examiner, may recommend further medical or law enforcement investigation into a death.
7. May assist at postmortem examinations.
8. May assist in the investigation of homicides or questionable suicides.
9. Coordinates investigations with police, sheriff, medical personnel, District Attorney and state agencies.
10. Conducts research and fact finding on medical/dental histories of deceased individuals and writes appropriate reports.
11. Updates and maintains Lane County Medical Examiner file system.
12. Provides testimony for grand jury, civil, and criminal trials.
13. Represents the department before the media and makes presentations to the general public.

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14.	Answers inquiries and correspondence from insurance companies, attorneys, police, physicians and families.
15.	Collects body fluid samples and orders appropriate analysis.
16.	Collects and preserves physical evidence.

Knowledge of (position requirements at entry):

- Laws, rules and regulations as applied to medical and criminal investigation of deaths.
- Physiology, biology, anatomy, chemistry, pharmacology and physics.
- Basic rules of evidence and crime scene analysis.
- Legal and medical terminology.
- Medical investigative work process and procedures.
- Modern office procedures, methods and computer equipment.

Ability to (position requirements at entry):

- Gather and obtain information and evidence from families, agencies, expert witnesses and other individuals.
- Identify and obtain evidence pertinent to medical investigations.
- Keep and maintain clear, concise and appropriate medical and legal records.
- Testify in court proceedings and present materials to the media and public.
- Analyze, interpret and report on data associated with unexplained deaths.
- Establish and maintain effective working relationships with those contacted in the course of work.
- Communicate clearly and concisely, both orally and in writing.
- Interview people and obtain pertinent information.

Training and Experience (positions in this class typically require):

Bachelor's degree from an accredited college or university with major course work in biology, chemistry, pharmacology or a related field. A Master's degree is preferred. One year of medical investigative or other investigative experience is desirable. An equivalent combination of experience and training that will demonstrate the required knowledge and abilities is qualifying.

Classification History: Change in grade (Job Code B008 to N4630) approved on August 29, 2007 by Lane County Board Order 07-8-29-17. Title change (Deputy Medical Examiner to Medical-Legal Death Investigator) approved on April 17, 2018 by Lane County Board Order 18-04-17-02.

FLSA Status: Exempt