

SNOHOMISH COUNTY JOB DESCRIPTION

MEDICAL EXAMINER ASSOCIATE

Spec No. 1064

BASIC FUNCTION

To perform highly responsible forensic death investigations work in Snohomish County under the supervision of the Chief Medical Examiner.

STATEMENT OF ESSENTIAL JOB DUTIES

1. Conducts forensic post mortem examinations to provide medical evidence as to cause and manner of death.
2. Certifies the cause and manner of death; prepares detailed postmortem reports from findings and conclusions.
3. Examines and interprets medical records/reports, laboratory results, photographs, microscopic slides, investigative reports, evidence, and other information.
4. Conducts death scene visits and investigations.
5. Consults with law enforcement and other agencies, next-of-kin, attorneys and others concerning the results of death investigations.
6. Provides expert witness testimony in court and legal proceedings as to cause and manner of death and related circumstances.
7. Teaches and trains medical students, pathology residents, forensic pathology fellows; and assists with training and instructing staff.
8. Provides supervision over pathology and investigative staff in the performance of autopsies and investigation of deaths, as assigned.

STATEMENT OF OTHER JOB DUTIES

9. May perform duties of Chief Medical Examiner in his/her absence.
10. Performs related duties as required or requested.

MINIMUM QUALIFICATIONS

Doctor of Medicine degree, completion of residency in approved program in forensic pathology and licensed or eligible for licensing to practice medicine in the State of Washington; PLUS, board certification or eligibility for certification in anatomic and forensic pathology by the American Board of Pathology (Must become board certified within two years of date of hire.); PLUS, experience in forensic pathology practice which includes court testimony; PLUS, demonstrated training and experience which provides the required knowledge and abilities. Must pass job related tests.

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PREFERRED QUALIFICATIONS

Familiarity with Washington State statutes is preferred.

Membership in the American Academy of Forensic Sciences and the National Association of Medical Examiners is preferred.

SPECIAL REQUIREMENTS

Fingerprinting, background investigation, credit check, criminal history check and pre-employment medical, drug screening and psychological examinations are required.

A valid State of Washington Driver's License is required.

A State of Washington Medical License is required.

KNOWLEDGE AND ABILITIES

Knowledge of:

- the principles and practices of forensic pathology
- forensic medicine including both medical and legal aspects surrounding sudden and questionable death cases
- the operation of a pathological laboratory and the performance of autopsies
- the laws affecting custody of the property of deceased persons, certification of death, release of bodies and related matters
- preservation of the chain of custody

Ability to:

- maintain high personal standards for ethical behavior and personal integrity
- use scientific methods and practices to solve problems
- perform autopsies exercising personal and personnel safety
- work independently
- deal effectively with bereaved family members
- establish and maintain effective work relationships with public and private officials, associates, subordinates, the news media and the general public
- maintain accurate written records and prepare required reports

PHYSICAL EFFORT

Good physical condition is required as the employee performs occasionally strenuous physical labor associated with the investigation of the scene of death and the transportation of dead bodies to the Medical Examiner Office. Good eyesight is essential for performing autopsies.

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SUPERVISION

The employee reports to the Chief Medical Examiner. The work is performed independently and is reviewed through status reports and results obtained.

WORKING CONDITIONS

The Medical Examiner's Office is a 24 hours a day, 7 days per week operation. The Associate Medical Examiner is required to share the on-call duties to ensure adequate coverage. The work involves field trips to the scenes of deaths and exposure to decomposed bodies, contagious diseases, and other hazards. The employee may be required to conduct investigations at the scenes of deaths, natural and man-made disasters, and in remote locations.

Much of the work is performed in the autopsy suite. Paperwork is done in a normal office environment.

Snohomish County is an Equal Employment Opportunity (EEO) employer.
Accommodations for individuals with disabilities are provided upon request.

[EEO policy and ADA notice](#)

Class Established: July 1992

Revised: March 2017

Previous Spec No. 210018

EEO Category: 1 – Officials and Administrators

Pay Grade: 117 – Management Exempt Pay Plan

Workers Comp: 1501 Hazardous