



DEPUTY MEDICAL EXAMINER – FORENSIC PATHOLOGIST

Department: Medical Examiner
Job Class #: 166900
Pay Range: Executive 46

FLSA: Exempt
Represented: No

Classification descriptions are intended to present a descriptive list of the range of duties performed by employees in this class and are not intended to reflect all duties performed within the job.

JOB SUMMARY

The Deputy Medical Examiner assists the Medical Examiner with the management and operations of the office. The Deputy acts on behalf of the Medical Examiner and assumes the duties of the Medical Examiner in his/her absence and as delegated.

ESSENTIAL FUNCTIONS:

- Provide effective leadership to managers and staff.
- Assist with budget development and monitoring.
- Advise the Director on issues affecting the department through personal contact and written reports.
- Represent the department at national, state and local planning and response activities.
- Conduct forensic post mortem examinations to provide medical evidence as to the cause and manner of death.
- Certify the cause and manner of death; prepare detailed postmortem reports from findings and conclusions.
- Examine and interpret medical records/reports, laboratory results, photographs, microscopic slides, investigative reports, evidence, and other information.
- Conduct death scene visits and investigations.
- Consult with law enforcement and other agencies, next-of-kin, attorneys and others concerning the results of death investigations.
- Provide expert witness testimony in court and legal proceedings as to cause and manner of death and related circumstances.
- Teach and train medical students, pathology residents, forensic pathology fellow. Assist with training and instructing staff.
- Perform related duties and projects as assigned.

MINIMUM QUALIFICATIONS:

- Licensed as a Physician and Surgeon by the State of Washington. If not currently licensed by the State of Washington, Licensure must be obtained prior to the start of employment.
- Certified as a forensic pathologist by the American board of pathology.
- Two years of forensic pathology experience beyond residency.

PREFERRED KNOWLEDGE, SKILLS & ABILITIES

Knowledge of:

- Forensic medicine and pathology to include both medical and legal aspects.
- The operation of a forensic pathological laboratory.
- The laws affecting certification of death, release of bodies and related matters.
- The principles and practices of management organization and supervision.

DEPUTY MEDICAL EXAMINER – FORENSIC PATHOLOGIST

Classification Description - Pierce County

Page 2

- The methods and procedures of budget preparation.

Ability to:

- Develop and implement department procedures and standards and evaluate their efficiency.
- Address and mitigate problems surrounding the notification of the next of kin and refer to available resources.
- Plan, direct, and evaluate the work of subordinates.
- Establish and maintain effective working relationships with County officials, employees and the public.
- Perform autopsies.
- Effectively communicate, both orally and in writing.
- Effectively coordinate, perform, and complete multiple duties and assignments concurrently and in a timely manner.
- Meet the travel requirements of the position.
- Physically perform the essential functions of the classification.

WORK ENVIRONMENT & PHYSICAL REQUIREMENTS:

The Medical Examiner's Office is a 24-hour a day, 7 days per week operation. The Deputy Medical Examiner is required to share the on-call duties to ensure adequate coverage. Work is performed in an office setting and in field environments. Travel to the scenes of deaths and exposure to decomposed bodies, contagious diseases, and other hazards is required.