

Medical Examiner's Technician

Bargaining Unit: Varies

HENNEPIN COUNTY

Established Date: Oct 1, 1977

Revision Date: Nov 4, 2016

DEFINITION:

Under general supervision, assist physicians in conducting pathological examinations, caring for bodies in the morgue and assisting in death scene investigations.

Job Functions (Duties/Responsibilities):

1. Process bodies; prepare bodies for postmortem examination.
2. Assist pathologist with pathological examination, which may include opening bodies, swabbing, culturing, photography, tests, and removing organs for study.
3. Maintain and dispose of retained tissue and specimens in accordance with department policy.
4. Obtain and label specimens.
5. Sew and clean bodies after autopsy.
6. Establish and maintain appropriate chain-of-custody for all property, evidence and specimens.
7. Transport specimens to various laboratories for analysis.
8. Maintain morgue equipment, including cleaning, decontamination/sterilization of equipment and autopsy suite after postmortem examination.
9. Assist Medical Examiner's investigator at scene investigations, including transportation of bodies, operation of the Medical Examiner's vehicle, taking photographs, and completing property and other required forms.
10. Arrange for special conferences; organize communication with involved parties.
11. Maintain proper supplies and instruments for investigations.

Essential functions: 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11

Employment Standards:

Education and Experience:

One of the following:

- Six months of experience handling bodies in a morgue, mortuary or similar setting
- One year of hospital experience involving patient care
- Thirteen (13) semester credits of college course work in anatomy, biology, chemistry, physiology or a closely related field

Knowledge, Skills and Abilities:

Knowledge of: equipment, general proceedings and supply requirements common to

pathological examination; basic human anatomy.

Ability to: follow oral and written instructions; perform laboratory tasks; lift, push, pull and carry objects and bodies weighing at least 100 pounds as required by the work schedule; be fitted for and wear a respirator; work in all weather conditions, hazardous environments such as confined spaces, difficult terrain and heights; keep routine records and logs; write legibly.

Skill in: use of computers, related computer software and information access and entry.

Licenses and Certificates:

Valid driver's license and must obtain a Hennepin County driver's permit.

The work assigned to a position allocated to this class may not include all of the job functions or knowledge, skills, abilities, and physical requirements indicated nor does the class specification include all work that may be assigned or restrict the emphasis of the work assigned.