

IOWA DEPARTMENT OF ADMINISTRATIVE SERVICES ▼
HUMAN RESOURCES ENTERPRISE
STATE MEDICAL EXAMINER

DEFINITION

Performs pathologic, medical and medicolegal examinations and evaluations for assigned injuries and fatalities occurring in the state under the general direction of the Director of Public Health; performs related work as required.

The Work Examples and Competencies listed are for illustrative purposes only and not intended to be the primary basis for position classification decisions.

WORK EXAMPLES

Supervises and evaluates the work of a subordinate staff; effectively recommends personnel actions related to selection, disciplinary procedures, performance, leaves of absence, grievances, work schedules and assignments, and administers personnel and related policies and procedures.

Examines/evaluates fatalities and non-fatalities to diagnose the cause, manner, circumstances and mechanisms of injuries and deaths.

Provides assistance, consultation and training to county medical examiners and law enforcement officials.

Participates in a team approach to medicolegal investigations, and provides leadership to team members.

Keeps complete records of all relevant information concerning deaths or crimes requiring investigation by the State Medical Examiner; completes necessary medicolegal records and reports to document examinations performed.

Teaches and provides direction to students in health care programs, including medical schools and residency programs.

Provides instruction to staff on a variety of medicolegal issues and concerns.

Adopts rules pursuant to Chapter 17A regarding the manner and techniques to be employed while conducting autopsies, the extent of investigations into suspected homicides and other suspicious deaths to allow a medical examiner to render a full and complete analysis and report, the format and matters to be contained in all reports rendered by medical examiners, and other necessary rules to carry out the intent of the medical examiner statutes.

Chairs and participates in various committees, such as the Medical Examiner Advisory Council and the Child Death Review Team, pursuant to State Medical Examiner functions and statutory duties.

Reviews legislation for appropriateness and responds to legislators and media as needed.

COMPETENCIES REQUIRED

Knowledge of the principles and practices of medicine and pathology, including medical treatment methods, techniques, theories, applications and procedures.

Knowledge of forensic pathology.

Knowledge of medical or pathologic conditions and disorders.

Knowledge of statistical methods and procedures.

Knowledge of laboratory techniques and methods of applications utilized in the forensic science discipline areas.

Knowledge of collecting and preserving physical evidence.

Knowledge of photographic techniques used in evidence examination and courtroom presentation.

Knowledge of state, federal, and local criminal laws and regulations as they relate to the examination of physical evidence.

Knowledge of the rules of evidence in criminal law.

Knowledge of scientific research methods and procedures as it relates to the job.

Ability to lead and train physicians and other professionals in the areas of diagnosis and evaluations of medicolegal cases.

Ability to relate to health care personnel, law enforcement personnel and others dealing with medicolegal cases, in a manner conducive to bring about improved cooperation and resolution of any crimes identified.

Ability to diagnose medical or pathologic conditions and disorders.

Ability to establish and maintain satisfactory working relationships with coworkers, other law enforcement personnel, and legal personnel.

Ability to coordinate the activities of a small group or staff.

Ability to perform specialized and sensitive physical evidence examination cases in an accurate and progressive manner.

Ability to communicate thoughts, interpretations of scientific examinations, and conclusions in a clear, concise, and logical manner both orally and in writing.

Ability to testify in court as both an expert and rebuttal witness.

Ability to perform literature search and other scientific research relative to forensic science.

Ability to coordinate and conduct training seminars for user agency personnel.

Ability to coordinate and perform preventative maintenance of laboratory equipment and vehicles, adjust and calibrate sensitive equipment, and quality control activities.

Ability to perform laboratory inspections and proficiency testing in appropriate discipline area.

Ability to respond to emergency situations 24-hours a day, seven days a week.

Displays high standards of ethical conduct. Exhibits honesty and integrity. Refrains from theft-related, dishonest or unethical behavior.

Works and communicates with internal and external clients and customers to meet their needs in a polite, courteous, and cooperative manner. Committed to quality service.

Displays a high level of initiative, effort and commitment towards completing assignments efficiently. Works with minimal supervision. Demonstrates responsible behavior and attention to detail.

Responds appropriately to supervision. Makes an effort to follow policy and cooperate with supervisors.

Aligns behavior with the needs, priorities and goals of the organization.

Encourages and facilitates cooperation, pride, trust, and group identity. Fosters commitment and team spirit.

Expresses information to individuals or groups effectively, taking into account the audience and nature of the information. Listens to others and responds appropriately.

EDUCATION, EXPERIENCE, AND SPECIAL REQUIREMENTS

Licensure to practice medicine in the State of Iowa and Board certification in forensic pathology and experience equal to two years of full-time work in forensic pathology.

NOTE:

Positions in this class are exempt from the screening and referral requirements of the Iowa Department of Administrative Services – Human Resources Enterprise. Interested applicants should apply directly to the Director of Public Health.

Effective Date: 10/99 GR