

Medicolegal Investigator



 Greeley, CO

 Full time

 Posted Yesterday

 JR101544

Compensation Range

\$36.99 - \$46.86

Job Description Summary

Join an expanding team in one of the nation's fastest growing counties (Weld County, Greeley, CO).

The Weld County Coroner's Office is recruiting for a Medicolegal Death Investigator to conduct investigations which fall under the jurisdiction of the coroner; conduct death notifications to, and interact extensively with, families; prepare detailed reports; maintain proper chain of custody with all evidence; present cases to the Forensic Pathologist; read and interpret medical records and sign death certificates, as required

Job Description

- Respond to and conduct comprehensive death investigations within Weld County regardless of time of day and/or weather conditions.
- Conduct a detailed medicolegal investigation, including photographing the scene and body; processing the scene and body; conducting interviews with NOK, law enforcement and medical staff; removing the body, or bodies, from the scene.
- Conduct a thorough head-toe examination of the body under field conditions and be able to identify post-mortem characteristics, signs of disease and/or injury, and any identifying features.
- Estimate date and time of death.
- Interview witnesses, family members, physicians, employers, and others associated with the deceased.
- Obtain statements, documents, and related factual evidence. Produce highly accurate, complete, and unbiased reports, while keeping detailed records.
- Input information into database accurately. Efficiency in Microsoft office products is essential (Word, Outlook, Excel).
- Prepare death certificates with accurate and detailed information.
- Examine, understand, and interpret records, including medical records needed in a death investigation.

- Examine, understand, and interpret records, including medical records needed in a death investigation.
- Properly notify next-of-kin. Provide information and assistance to families.
- Present cases to the forensic pathologist at autopsy.
- Interact with other government agencies, such as Police/Sheriff, Fire, EMS, OSHA, FBI, school districts, hospitals and organ donation teams.
- Maintain certifications by fulfilling all ongoing, required training

Required Qualifications

Education:

- High School Diploma or GED required; college degree in any field preferred.
- Basic medical terminology course or equivalent training preferred.

Preferred experience:

- Paid coroner experience, including internships of no less than three months.

Knowledge, Skills and Abilities:

- General office practices and procedures.
- Investigation and interviewing techniques and procedures.
- Applicable Federal and State laws, rules and regulations.
- Knowledge of Colorado Coroner Statute 30-10-606.
- Basic to intermediate medical terminology.
- Basic to intermediate anatomy and physiology.
- Basic understanding of the mechanisms associated with death and common causes of death.
- Basic understanding of common prescription, non-prescription and illicit drugs.
- Basic knowledge of the law as it pertains to search and seizure.
- Read and comprehend department and County rules, regulations, policies and standard operating procedures.
- Regular, predictable attendance.
- Evaluate information from medical records and clinician interviews.
- Submit concise and coherent reports in oral and written form.
- Establish and maintain cooperative professional work relationships with persons from a variety of organizations and agencies.
- Comfortably assist persons bereaved by the death of a loved one and professionally manage emotional situations related to death.
- Understand one's own limitations in dealing with stressful situations on a frequent basis.
- Be able to concentrate on more than one task at a time and to make independent decisions.
- Be motivated to prioritize and manage one's time and duties.

Certificates, Licenses, Registrations:

- Must have own transportation to and from work, with required liability insurance and a valid driver's license.

- Must possess or obtain within one year of employment a Medicolegal Death Investigator's certification acceptable to the Weld County Coroner's Office.

Must be available to begin orientation within 30 days of offer.

Physical Demands:

- Acceptable eyesight to perform investigator duties. Appropriate voice skills to be clearly understood on telephone, radio, and in public contacts. Acceptable hearing to hear well on telephone, radio, and public contacts. Able to sit, stand, or walk for long periods of time, to walk up and down stairs, and to get into and out of vehicle repeatedly. Must be able to lift, carry, drag, or push, an average body weight of 150 to 200 lbs., both alone and with help. Able to climb ladders or stairs or climb up to and down from higher levels using unconventional methods. Must have fine and gross motor skills, hand dexterity, full use of fingers, hands, and arms, and good grip strength to perform investigative duties. Able to drive in any safe environmental conditions (rain, snow, fog etc) 24 hours a day. Able to work in hazardous or dangerous work areas or situations. Capable of working under stressful situations and while fatigued. Able to wear personal protective equipment, as required. Able and willing to work nights, weekends and holidays in a mandatory rotating schedule. Able and willing to work additional shifts or schedules, as needed.

This position is non-exempt from the minimum wage and overtime requirements of the Fair Labor Standards Act and is therefore eligible for overtime pay.

Weld County provides equal employment opportunities to all employees and applicants for employment and prohibits discrimination and harassment of any type without regard to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state or local laws.

This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation and training.