

MEDICAL EXAMINER

DISTINGUISHING FEATURES OF THE CLASS: This is professional medical work involving responsibility for the investigation of unattended, suspicious or unexplained deaths, deaths of persons while confined in public institutions other than hospitals, infirmaries or nursing homes or deaths which appear to be caused by violence, unlawful or criminal neglect or by criminal abortion. The work is performed according to various sections of the County Law (particularly Section 400 (4a) and 670 through 678) and other applicable sections of state and local law. The employee works under the general direction of the Commissioner of Health with wide leeway allowed in the details of the work. Supervision is exercised over the work of Deputy Medical Examiners and other staff assigned to the Medical Examiner's office. Does related work as required.

TYPICAL WORK ACTIVITIES: The typical work activities listed below, while providing representative examples of the variety of work assignments in the title, do not describe any individual position. Incumbents in this title may perform some or all of the following, as well as other related activities not described.

Attends death scenes, investigates, and supervises the investigation of, deaths within the County;

Performs, and supervises the performance of, autopsies when necessary to determine the cause, means or manner of death;

Performs, and supervises the performance of, a variety of qualitative and quantitative tests when necessary to determine the cause, means or manner of death;

Completes death certificates, including amendments;

Prepares, and supervises the preparation of, a variety of reports;

Maintains a variety of records;

Delivers upon request to the District Attorney, copies of records pertaining to a death where there is an indication that a crime has been committed;

Reports to the New York Violent Death Reporting System the results of quantitative tests for all violent deaths including but not limited to homicides, suicides, unintentional firearm injury, legal intervention deaths, and terrorism related deaths;

Delivers monies and other property found on the deceased, except that required for an on-going investigation, to the Commissioner of Finance;

Subpoenas and examines witnesses under oath when necessary in the course of an investigation;

Consults with, and requests advice and assistance from, medical examiners, Forensic Pathologist, coroners and other officials when necessary in the course of an investigation;

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Testifies in court, at inquests and hearings concerning the cause, means or manner of death;

Develops and submits to the Commissioner of Health the annual budget for the Medical Examiner's office.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS: Thorough knowledge of the modern theory and practices of pathology; thorough knowledge of the theory and techniques of physical and chemical analysis; good knowledge of forensic medicine; good knowledge of laboratory techniques, procedures and equipment; skill in the autopsy and dissection of dead bodies of human beings; ability to maintain records and prepare complex statistical and narrative reports; ability to give professional testimony in court or at inquests or hearings; ability to supervise the work of others; a high degree of accuracy; sound professional judgment; willingness to respond to calls on a 24 hour a day basis; physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS: A license to practice medicine in New York State.

Special Requirement for Acceptance of Applications: Eligibility for an appropriate New York State Motor Vehicle Operator's License. Possession of the license is required at the time of appointment.

ULSTER COUNTY
4255 MEDICAL EX
Classification: Non-Competitive
NUMGT

Adopted: June 19, 1979 (County Medical Examiner)
Revised: March 27, 1992
Revised: November 18, 2020