

**MEDICOLEGAL INVESTIGATOR, CHIEF****Nature of Work**

Under administrative direction, performs advanced level work by leading a specialized investigative unit and participating in obtaining evidence from related events involving deaths, and determining which deaths require the attention of the Office of the Chief Medical Examiner. Performs related work as required.

**Examples of Work**

- Supervises investigative staff including scheduling, training and case consultation.
- Provides twenty-four hour investigation and report formulation regarding deaths reported by law enforcement, emergency medical services, hospital staff, funeral directors, county medical examiners and other state and federal agencies.
- Makes determination as to which deaths require the attention of the office of the Chief Medical Examiner.
- Determines autopsy need and coordinates body transport, if necessary.
- Receives decedent at medical examiner facility, including inventory of clothing and valuables, and measurement of body.
- Conducts follow-up investigation by contact with law enforcement agencies, family members, physicians and other involved parties; occasional scene investigation may be required.
- Releases decedent from facility to funeral home, including valuables and clothing.
- Provides consultation to the statewide medical examiner system members.

**Knowledge, Skills and Abilities**

- Knowledge of the principles and methods of field investigations and law enforcement.
- Knowledge of the basic rules of legal evidence.
- Knowledge of state and federal laws, West Virginia Code, and the rules, regulations, and guidelines pertaining to the area of assignment.
- Knowledge of the criminal justice system and legal terminology.
- Skill in ascertaining facts by personal contact, observation, and examination of records and other evidence.
- Ability to train and supervise subordinate personnel.
- Ability to establish and maintain effective working relationships in all public contacts.
- Ability to effectively interview and interrogate those involved in investigations.
- Ability to communicate well, both orally and in writing.

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**MEDICOLEGAL INVESTIGATOR, CHIEF (CONT'D)**

**Minimum Qualifications**

TRAINING Graduation from a standard high school or the equivalent.

EXPERIENCE Five years experience in law enforcement, as an investigator, or in a closely related field.

SUBSTITUTION Graduation from an accredited four-year college or university with a major or minor in criminal justice, law enforcement, biological or general medical fields, forensic sciences, or a closely related field may substitute for the required experience on a year-for-year basis.

SPECIAL REQUIREMENTS The availability of an automobile and a valid West Virginia driver's license may be required for employment.

Established: 8/20/92  
Revised: 3/24/99  
Effective: 3/24/99