

GENERAL STATEMENT OF DUTIES

Prepares autopsy rooms used by forensic pathologists and maintains the morgue; performs related duties as required.

COMPLEXITY OF DUTIES

Under general supervision, the position is technical and requires the use of judgment in assisting a forensic pathologist.

TYPICAL DUTIES

- * 1. Prepares cadavers for identification and autopsy while recording all required information on the appropriate forms.
- * 2. Prepares autopsy rooms, equipment, and surgical instruments for the pathologist.
- * 3. Assists in cleaning the morgue and autopsy rooms after the autopsy is complete.
- 4. Collects various biological samples such as: eye fluids, swabbings for toxicology and serology, and various other body fluids needed for testing.
- 5. Checks all morgue storage boxes and maintains the general security of the morgue during shift operation.
- 6. Answers telephone and records information in case material and notifies appropriate Investigator.
- * 7. Receives, stores, and releases bodies.
- 8. Drives vehicle to the scene of death to transport a body or other evidential material back to the morgue, as required.
- * 9. Assists in the performance of the autopsy, as required.
- * 10. Takes photographs and x-rays, as required.
- 11. Operates computer terminal to input data, as required.

ADA ESSENTIAL FUNCTIONS*FULL PERFORMANCE KNOWLEDGES, SKILLS, AND ABILITIES**

- 1. Knowledge of modern laboratory equipment, materials, and techniques used in autopsies.
- 2. Knowledge of the principles, practices, literature, and current developments in the field of forensic medicine.
- 3. Ability to take photographs and x-rays.
- 4. Ability to record, organize, analyze, and present data with scientific accuracy and thoroughness.
- 5. Ability to establish and maintain effective working relationships with associates and superiors.

MINIMUM QUALIFICATIONS**Training and Experience**

- 1. Associate's degree from a regionally accredited or New York State registered college or university with major course work in Mortuary Science;
- or
- 2. Completion of two years of college (60 credits) at a regionally accredited or New York State registered college or university leading to a Bachelor's degree in the biological or forensic sciences, providing one-half the course work required for the major has been completed.

NOTE: Satisfactory experience assisting physicians in the performance of autopsies may substitute for college education on a year-for-year basis up to a maximum of two years.