

PATHOLOGIST - ASSOCIATE MEDICAL EXAMINER

DISTINGUISHING FEATURES OF THE CLASS: Under general supervision, an incumbent of this class assists in the overall operation and administration of the Department of Laboratories and Research, including the Public Health Laboratories, the Office of the Medical Examiner and the Forensic Science Laboratories. The incumbent may serve in the capacity of the Medical Examiner. Supervision is exercised over a number of employees in the department, including residents, interns and students in the training program. Does related work as required.

EXAMPLES OF WORK: (Illustrative Only)

Supervises one or more of the various laboratories of the Department or the Office of the Medical Examiner;

Prepares final reports of medical examiner's cases which include reports of investigations of death;

Performs and/or supervises the performance of autopsies, gross and histologic examinations of specimens and evaluates all data and prepares reports of findings;

Performs statistical evaluations of medical data;

Implements policies for various programs within the Department and monitors compliance, ensuring that all safety procedures are followed;

Gives expert testimony in courts of law;

Maintains an organizational climate conducive to attracting, retaining and recruiting the personnel needed to accomplish the Department's mission;

May conduct conferences, seminars and lectures for lay and professional groups;

When on call and in emergency situations conducts investigations to determine the cause of death presumably due to an unlawful act, violence, casualties, or by sudden and unusual circumstance;

Keeps abreast of changes in County, State and Federal laws, rules, procedures and regulations, ensuring that the Department is in compliance with all applicable laws and regulations;

May conduct research;

May use computer applications or other automated systems such as spreadsheets, word processing, calendar, e-mail and database software in performing work assignments;

May perform other incidental tasks, as needed.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND ATTRIBUTES:

Thorough knowledge of human pathologic anatomy; thorough knowledge of physiology and anatomy; good knowledge of clinical pathology including methods, procedures and interpretations; good knowledge of the laws governing the office of the Medical Examiner; skill in the use of diversified special equipment, instruments and materials required in all phases of Pathology; ability to supervise, plan and direct the work of others; ability to communicate effectively with law enforcement personnel, the public, the press, etc.; ability to detect, analyze, evaluate and interpret the manifestations and system of physical conditions from pathological examinations; ability to give expert testimony in courts of law; ability to effectively use computer applications such as spreadsheets, word processing, e-mail and database software; ability to read, write, speak, understand and communicate in English sufficiently to perform the essential tasks of the position; sound professional judgment; initiative; thoroughness; physical condition commensurate with the demands of the position.

MINIMUM ACCEPTABLE TRAINING AND EXPERIENCE: Possession of a license and current registration to practice medicine in New York State; certification by the American Board of Pathology in either Clinical, Anatomic or Forensic Pathology; graduation from an approved medical school, and one year beyond Fellowship as a practicing Medical Examiner.

SPECIAL REQUIREMENTS: Possession of a valid license to operate a motor vehicle in the State of New York will be required at time of appointment and maintain same while in the title

*SPECIAL NOTE: Education beyond the secondary level must be from an institution recognized or accredited by the Board of Regents of the New York State Education Department as a post-secondary, degree-granting institution.

NOTE: Unless otherwise noted, only experience gained after attaining the minimum education level indicated in the minimum qualifications will be considered in evaluating experience.