

Job Title	Pathologists' Assistant
Reports to:	Chief Deputy Coroner
	Created 07-2022
Job Category	Exempt/Unclassified
Pay Range	\$90,000-100,000 (salary)
Department	Pathology/Morgue/Histology
Position Description	Pathologists' Assistant perform postmortem examinations with oversight by Chief Deputy Coroner, recommend cause and manner of death and produce a written report with detailed findings. Working conditions are predominantly in an office environment, morgue, or histology laboratory. Exposure to decomposing bodies, infectious diseases, hazardous materials and unfavorable fumes, vapors or odors is to be expected. Specific cases may require being outside with exposure to temperature variations, damp-wet surfaces, insects, and hazardous-toxic atmospheres.
Major/Essential Functions	<p>These duties are illustrative only. Position may perform some or all these duties or other job-related duties as assigned</p> <ol style="list-style-type: none"> 1. Perform complex medical laboratory tests for diagnosis, treatment, and prevention of disease. 2. Review pertinent clinical information and data for presentation to the attending pathologist. 3. Perform the postmortem examination with organ block dissection. 4. Select, prepare, and submit appropriate and sample tissue samples for microscopic examination and special procedures. 5. May assist in the external examination, in situ organ inspection, evisceration, dissection, toxicological/microbial sample collection, photography, and radiography. 6. Analyze or collect samples of biological material for chemical content or reaction. 7. Identify other special techniques and procedures to be utilized in the completion of the postmortem examination. 8. Ensure integrity of toxicology samples, including packaging and preparation for shipment. 9. Provide a forensic autopsy experience to rotating medical students and Pathologists' Assistant students. 10. Communicate ideas and suggestions for the improvement of autopsy protocols in accordance with Lean Principles. 11. Assist in cataloging digital autopsy photographs and radiographs. 12. Enter data from analysis of medical tests or clinical results into the laboratory information system. 13. Establish or monitor quality assurance programs or activities to ensure the accuracy of laboratory results. 14. Assure proper maintenance of equipment and provision of adequate supplies. 15. Assist in family-physician communications. 16. Provide technical information regarding test results to physicians, family members, or researchers. 17. Conduct medical research under the direction of the forensic pathologist, anthropologist or other collaborator.
Occasional Duties	<ol style="list-style-type: none"> 1. Attend meetings outside the organization with or as a representative of the Coroner. 2. Provide training of new techniques to morgue technicians. 3. Complete special projects or other duties as assigned.

<p>Qualifications</p>	<p>The qualifications for this position require certification as a Pathologists' Assistant by the ASCP Board of Certification holding the PA(ASCP) credential, or certification exam eligible. (Note: All current NAACLS accredited Pathologists' Assistant training programs confer a Master's degree.) Employees in this classification are required to hold a minimum of a Bachelor's degree in the biological sciences.</p> <p>Specific Abilities/Skills: Must have excellent visual acuity. Must have excellent hand eye coordination. Must have excellent spatial orientation in a dynamic environment where people and or objects in surrounding work areas are frequently moving. Must have ability to safely and efficiently use sharp instruments including but not limited to knife, scalpel, syringe, and vibrating bone saw while in: a dynamic environment, confined 3-dimensional spaces such as body cavities during evisceration, on an open bench during procedures such as organ dissection, and in the presence of large volumes of bodily fluids of unknown infectious status.</p> <p>Communication: Ability to effectively respond to customer inquiries and complaints; ability to communicate effectively, both verbally and in writing; ability to maintain effective working relationships with co-workers, county employees, government agencies, outside organizations, the news media, and the general public. English is the official language of this position.</p> <p>Medicolegal Knowledge Base: Knowledge of ORC 313 and related sections; knowledge of death/crime scene investigation procedures; knowledge of evidence collection and transfer techniques; knowledge of criminal justice system</p> <p>Office Skills: Ability to operate personal computer, facsimile, dictation machine, and other common office equipment.</p> <p>The use of medical marijuana or cannabidiol (CBD oil) shall not be permitted. Must have a valid Ohio Driver's license. Employment offers will be contingent on the successful completion of a background check and urine drug screen. English is the official language of this position.</p>
<p>Preferred Qualifications</p>	
<p>Security Sensitive?</p>	<p>Yes</p>
<p>Physical Demands</p>	<p>Physical requirements include lifting-carrying of 100-150 pounds; visual acuity, speech and hearing; hand and eye coordination and manual dexterity necessary to operate computer keyboard. Subject to handling, walking, standing, bending, reaching, smelling, and twisting to perform the essential functions.</p>
<p>Additional Requirements</p>	<p>Position may require any or all of the following within probationary period unless specified:</p> <ol style="list-style-type: none"> 1. FEMA ICS 100, 200, and 700 courses 2. Franklin County Human Resources Courses (Ethics, Customer Service, Multicultural Awareness, First Aid/CPR/AED, and CRASE)