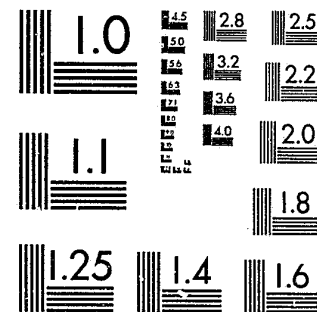


National Criminal Justice Reference Service

ncjrs

This microfiche was produced from documents received for inclusion in the NCJRS data base. Since NCJRS cannot exercise control over the physical condition of the documents submitted, the individual frame quality will vary. The resolution chart on this frame may be used to evaluate the document quality.



MICROCOPY RESOLUTION TEST CHART
NATIONAL BUREAU OF STANDARDS-1963-A

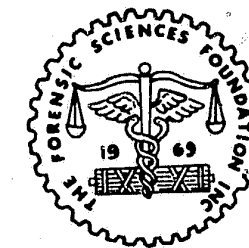
Microfilming procedures used to create this fiche comply with the standards set forth in 41CFR 101-11.504.

Points of view or opinions stated in this document are those of the author(s) and do not represent the official position or policies of the U. S. Department of Justice.

National Institute of Justice
United States Department of Justice
Washington, D. C. 20531

8/3/84

FINAL REPORT
"NATIONAL STANDARDS FOR
MEDICO-LEGAL INVESTIGATION
OF DEATH" 80-IJ-CX-0074



A Tax Exempt
Non-Profit Corporation
Identification Number: 237050691

THE FORENSIC SCIENCES FOUNDATION, INC.
225 S. Academy Blvd. • Colorado Springs, Colorado 80910 • (303) 596-6006

93423
Ex 1

93423

DECEMBER, 1983

FINAL REPORT
"NATIONAL STANDARDS FOR
MEDICO-LEGAL INVESTIGATION
OF DEATH" 80-IJ-CX-0074

AUTHORS

Prepared by the Forensic Sciences Foundation, Inc. Staff

Beth Ann Lipskin, B.A.

Kenneth S. Field, M.B.A.

Prepared under Grant Number 80-IJ-CX-0074 from the National Institute of Justice, Office of Justice Assistance, Research and Statistics, U.S. Department of Justice.

Points of view or opinions in this document are those of the editors and contributors and do not necessarily represent the official position or policies of the U.S. Department of Justice.

U.S. Department of Justice
National Institute of Justice

This document has been reproduced exactly as received from the person or organization originating it. Points of view or opinions stated in this document are those of the authors and do not necessarily represent the official position or policies of the National Institute of Justice.

Permission to reproduce this copyrighted material has been granted by

Public Domain/LEAA/NIJ
U.S. Department of Justice

to the National Criminal Justice Reference Service (NCJRS).

Further reproduction outside of the NCJRS system requires permission of the copyright owner.

DEATH INVESTIGATION ADVISORY GROUP

George E. Gantner, M.D. (Chairman)
St. Louis, Missouri

Kurt M. Dubowski, Ph.D. (Toxicology)
Oklahoma City, Oklahoma

Mary Fran Ernst, B.S. (Medicolegal Investigator)
St. Louis, Missouri

Jerry T. Francisco, M.D. (Pathology)
Memphis, Tennessee

Lowell J. Levine, D.D.S. (Forensic Odontology)
Huntington Station, New York

Anthony Longhetti, B.A. (Criminalistics)
San Bernardino, California

Gerald Reichardt, M.S. (Crime Scene Investigator)
Miami, Florida

Oliver Schroeder, Jr., J.D. (Legal Counsel)
Cleveland, Ohio

Clyde C. Snow, Ph.D. (Forensic Anthropology)
Norman, Oklahoma

William Sullivan, Jr. (Coroner)
DeKalb, Illinois

ABSTRACT

The product of this research project is a comprehensive set of guideline/checklists for use in death investigations

Created by a team of experts in the field of death investigations, the guidelines stress the need for a team approach in the accomplishment of thorough, accurate, and economically acceptable investigations

The guideline/checklists are not designed to replace legislatively directed protocols and procedures concerning death investigations. Rather, they are specifically formatted to augment all forms of locally directed investigations. The guideline/checklists are designed to be used by all elements of a death investigation team (law enforcement, medical examiner-coroner, criminalistics, toxicology, odontology, anthropology, trial lawyers and judges.)

FINAL REPORT CONTENTS

DEATH INVESTIGATION ADVISORY GROUP	ii
ABSTRACT	iii
EXECUTIVE SUMMARY	1
SCOPE	1
METHODOLOGY	3
PROJECT PRODUCT DISCUSSION	8
RECOMMENDATIONS	9
A. Publication	9
B. Seminars	9

NCJRS

MAR 23 1984

ACQUISITIONS

APPENDICES

A - Death Investigation Advisory Group	10
B - First DIAG Meeting Schedule/Agenda	
C - First DIAG Meeting Deliberations	
D - Request for Forms Letter	
E - Third DIAG Meeting Schedule	

NATIONAL GUIDELINES FOR THE
MEDICOLEGAL INVESTIGATION OF DEATH

PROJECT NUMBER 80IJ-CX-0074

EXECUTIVE SUMMARY

I. SCOPE

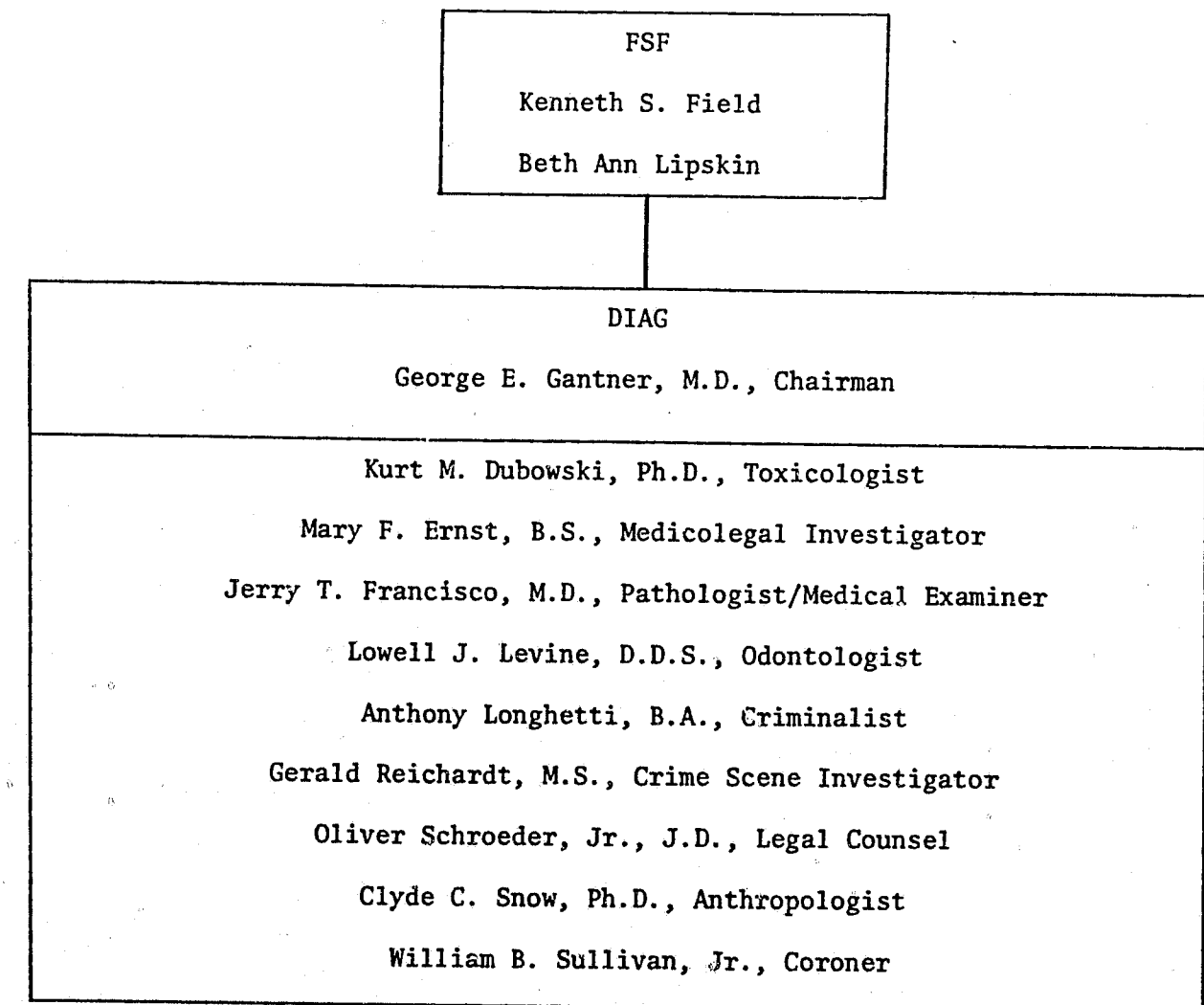
The basis for this project was (and is) the knowledge that serious inadequacies existed (and continue to exist) in the investigation of death, for causes other than natural, in the United States. The investigation of death is a multifaceted activity involving, primarily, law enforcement agencies and medical examiners/coroners, but also other governmental regulatory bodies, hospitals, etc. Unfortunately, teamwork has not been a hallmark of death investigations. Further, there has been a wide variation in what is and should be investigated.

This project addressed the issues noted above through the design of a series of guidelines for each major aspect of a wide range of deaths.

The guidelines are specifically designed for use by death investigation teams and by participants in the adjudicative process.

CHART 1.

DIAG ORGANIZATION CHART



II. METHODOLOGY

A. ORGANIZATION OF "DEATH INVESTIGATION ADVISORY GROUP" (DIAG)

1. The initial task of this research project was to select and to organize the DIAG -- with approval of the NIJ Project Monitor.
2. At Chart 1. is the DIAG organization chart and listing of members.
3. At Appendix A. is a more detailed description of the members of the DIAG.

B. INITIAL PLANNING

1. Three sub-planning tasks were undertaken while the composition of the DIAG was under review by the NIJ Project Monitor:
 - a. First meeting planned.
 - b. First meeting agenda prepared.
 - c. Initial data/report forms collected.
2. The first DIAG meeting was held November 17-18, 1980 in St. Louis, Missouri. All DIAG members attended.
3. In preparation for that meeting, an agenda was distributed together with the first collection of data and report forms. (See Appendix B)
4. The agenda covered two major topics: Problem Definition and Candidate Minimum Standards.
 - a. Problem Definition included a study of problems related to and factors influencing the accomplishment of a medicolegal investigation of death.
 - b. Included in "candidate standards" were categories of deaths to be included in the project.

C. FIRST DIAG MEETING - NOV. 17-18, 1980

1. Plenary Session #1
 - a. With 38,726 autonomous counties (3,042), townships (16,822), and municipalities (18, 862) in the United States -- all with their distinct governing statutes and codes and their own protocols and procedures -- there is no way that this project can produce "standards". Furthermore, there are serious inhibitions in the development of new and better ways to accomplish necessary death investigation tasks when

standards have been formulated.

- b. Accordingly, the product will be called "Guidelines".

2. Committee Deliberations/Reports #1

a. Death Scene Investigation -- Problem Areas

- 1) Jurisdiction
- 2) Agency Procedure Variations
- 3) Training for Uniformed Officers
- 4) Physical Evidence Collection
- 5) Definitions

b. Death Investigation, General -- Problem Areas

- 1) Report Forms
- 2) Documentation
- 3) Investigation Team Coordination
- 4) Body Identification
- 5) Post-Scene Investigations
- 6) Victim Demographics
- 7) Cause & Manner of Death

c. Death Investigation, Examination -- Problem Areas

- 1) Terminology
- 2) Body Identification
- 3) Evidence
- 4) Documentation
- 5) Time of Death
- 6) Cause & Manner of Death

3. Plenary Session #2

- a. Each committee's problem areas were discussed.
- b. Special jurisdictions (FAA - Indian Affairs)
- c. A Glossary of Terms should be developed.

4. Committee Deliberations #2

- a. Problem areas were further defined, to the end that subsequent work could be established. (See Appendix C.)
- b. Mass disaster will be treated separately.
- c. Sample Report Forms are needed.

D. DATA COLLECTION . . . REPORT FORM ANALYSIS

1. During the period November 1980 - May 1981 67 agencies were asked to support the project by sending copies of their death investigation report forms and accompanying instructions.

2. The agencies solicited for sample reports were selected on the basis of:

- a. Urban - Rural
- b. Medical Examiner System - Coroner System
- c. Local Crime Laboratories - State/Regional Systems
- d. Readily available added Laboratory/Expert Support - Not readily available

3. At Appendix D is a sample letter sent to:

- a. Law Enforcement Agencies
- b. Medical Examiner/Coroner Offices
- c. Criminalistics Laboratories
- d. Toxicology Laboratories

4. Appeals for forms continued for over ten months as more specific examples were sought. In all, 51 agencies sent forms ranging from one page "Offense Reports" to comprehensive manuals. Over 300 sample report forms were collected and analyzed as to coverage and format.

5. In February, 1981 a brief DIAG meeting was held -- at no cost to the government -- to study the sample report collection efforts to date and to design added specific collection requests. The efforts of this meeting are reflected in para. 4, above.

In addition, the members of the DIAG agreed to compile an exhaustive glossary of terms applicable to their forensic specialties.

E. SECOND DIAG MEETING - APRIL 30 & MAY 1, 1981

1. The second meeting of the DIAG was originally designed to produce a set of national standards; minimum and optimum. However, as noted earlier in this report, the more the DIAG studied the myriad of laws under which the thousands of death investigation jurisdictions conducted their operations, the more apparent it became that a far better manner by which to upgrade death investigations would be to provide comprehensive guidelines of WHAT should be accomplished but not HOW it should be accomplished. The former ("what") is advise about which law

enforcement agencies and medical examiners can do something. The latter ("how") is something about which death investigation principals can do little -- except become frustrated.

2. The committee then commenced to prepare the First Draft of the Guidelines. See Meeting Schedule, Appendix E.

3. The following broad divisions of the guidelines was agreed upon.

- Death Scene, General
- Death Scene, Body Investigation
- Body Examination, External
- Body Examination, Autopsy
- Specialized Examinations
- Miscellaneous

4. The product of this meeting constituted the First Draft of the Guidelines because the final draft embodies that rough draft material.

5. The final Plenary Session of the Second DIAG Meeting was devoted to an analysis of material on hand, a determination of data or information required and the assignment of data collection tasks and writing.

F. THIRD DIAG MEETING - AUGUST 11-12, 1981

1. This entire meeting was devoted to discussion of the text to proceed each guideline division noted in para. E., 3., above.

2. In general, the text were rough drafts which the staff would edit during the fall period.

3. The concluding Plenary Session was devoted to the basic design of checklists for use in conjunction with the above mentioned text. With some dissent, it was agreed that the checklist format would be as "report forms" -- with explanatory text as needed.

Tasks for the next three months were agreed upon with the understanding that the final report would be due in Washington in May, 1982.

G. FOURTH DIAG MEETING - FEBRUARY 9, 1982.

At this extra DIAG meeting -- held at no cost to NIJ -- the Manual format was studied and tentatively approved. That format stood the test of time and is reflected in the final draft of the Guidelines.

H. CHAPTER PREPARATION - REVIEW - REVISION

During the remainder of the period all chapters have undergone extensive review and several rewritings.

Likewise, the format for the presentation of Guidelines has undergone considerable change: from report format to checklist. The DIAG considered the report format to be needlessly inhibiting since most agencies have their own basic report forms.

This aspect of the project -- write and rewrite -- has been a most painstaking task. With no further DIAG meetings by which to prod the members to action, the staff has had to resort to clever cajoling -- with excellent success in the quality of the product but at a frustratingly slow rate of speed.

III PROJECT PRODUCT DISCUSSION

The product of this project is a book of guidelines for the conduct of investigations of deaths caused under other than normal circumstances, e.g., sudden, unexplained, unusual, traumatic, etc.

The guidelines contained in the book are not suggested standards to be adopted via the normal legislative processes of the approximately 39,000 units of local government that could conduct death investigations. Rather, the guidelines, in the form of checklists, are reminders of things to do or consider.

The early analysis of hundreds of report forms and procedures made it obvious that two variables were primarily responsible for the myriad variations in death investigation procedures: external regulations (in the form of codes and statutes and mores; and internal task execution preferences (dictated by the will of the chief executive officer, the budget of the agency, the degree of training of the personnel. The guideline/checklists contained in this project take into account the above cited variables.

In the interest of timely, thorough and cost conscious work, the guidelines stress the requirement for a formal team approach to death investigations.

The guidelines are not designed to replace existing protocols and procedures. Rather, the guidelines augment those policies currently in existence.

Finally, the guidelines have been written, not only for death investigator/examiners, but also for participants in the adjudicative process.

IV. RECOMMENDATIONS

A. PUBLICATION

The guideline/checklists should be made available for widest possible sale to all units of local governments that conduct death investigations and to trial lawyers and judges.

B. INSTRUCTION

By states, the members of this project's DIAG should be hired to put on one day units of instruction in the use of the formal team approach to death investigations and in the content and use of the checklists.

There are several excellent, regional seminars held throughout the United States each year the instructors of which could be trained in the use of these guidelines or at which the visiting team could instruct. There appears to be no justification for a national level seminar on this subject because at considerably lower cost, the instruction could be given on a regional/state basis.

APPENDICES TO EXECUTIVE SUMMARY

THE FORENSIC SCIENCES FOUNDATION, INC.

225 S. ACADEMY BOULEVARD • COLORADO SPRINGS, COLORADO 80910 • (303) 596-6006

DEATH INVESTIGATION ADVISORY GROUP

George E. Gantner, M.D., Chairman
Prof. of Forensic & Envir. Pathology
St. Louis University School of Medicine
1402 S. Grand Boulevard
St. Louis, Missouri 63104
(314) 664-9800 (Ext. 298)

Kurt M. Dubowski, Ph.D.
Director, Toxicology Laboratories
U. of Oklahoma College of Medicine
P.O. Box 26901, Room 38-R
Oklahoma City, Oklahoma 73190
(405) 271-2270

Mary Fran Ernst, B.S.
Medicolegal Investigator
Medical Examiner's Office
St. Louis County
601 S. Brentwood
Clayton, Missouri 63105
(314) 727-6300 (Ext. 329)
(314) 725-1884

Jerry T. Francisco, M.D.
Chief Medical Examiner, Tennessee
University of Tennessee
858 Madison Ave.
Memphis, Tennessee 38163
(901) 528-6320

Lowell J. Levine, D.D.S.
Consultant in Forensic Dentistry
2 Rigger Court
Huntington Station, New York 11746
(516) 367-4786

Anthony Longhetti, B.A.
Director
Sheriff's Crime Laboratory
P.O. Box 569
San Bernardino, California 92403
(714) 383-3024

Gerald Reichardt, M.S.
Police Technician II
Dade County Public Safety Department
1320 N.E. 14th Street
Miami, Florida 33125
(305) 547-7353

Oliver Schroeder, Jr., J.D.
Director
Law Medicine Center
Case Western Reserve University
11075 East Boulevard
Cleveland, Ohio 44106
(216) 368-3298

Clyde C. Snow, Ph.D.
Forensic Anthropologist
2230 Blue Creek Parkway
Norman, Oklahoma 73071
(405) 686-4851

William Sullivan, Jr.
DeKalb County Coroner
2337 Sycamore Road
DeKalb, Illinois 60115
(815) 756-1502

Project Staff:

Kenneth S. Field, M.B.A.
Project Director

Beth Ann Lipskin, B.A.
Assistant Project Director

APPENDIX A

COMMITTEE DELIBERATIONS

AT FIRST DIAG MEETING

A. SUBCOMMITTEE A ADDRESSED THE FOLLOWING AREAS IN ITS DELIBERATIONS:

Case Management

1. Responsibilities of the first officer on the scene.

- Secure scene.
- Confirm actual death.
- Establish physical perimeter.
- Separate and identify witnesses.
- Establish media relations perimeter and parameters.

2. Death scene planning and organization.

- Actions upon arrival of principal investigator.
- Establish liaison with outside agencies (local and other-wise.)
- Plan and organize death investigation team.

3. Crime/Death scene investigation.

- Person in charge (or persons in charge.)
- Conference with those on scene.
- Visual walk-through.
- Documentation - notes, photos, sketches, measurements.
- Actual search for evidence.
- Location and collection of physical evidence - identification and preservation.

4. Medico-legal death investigation.

- Person in charge.
- Conference with those on scene.
- Visual walk-through.
- Actualize body (external) examination.
 - Measure rigor mortis.
 - Describe decomposition.
 - Take body & environment temperature, humidity.
 - Record insect's activity.
- Photographs, notes.
- Safeguard body & trace evidence on body.
 - Package body for transport to morgue.
 - Hands in bags, etc.

APPENDIX C-1

THE FORENSIC SCIENCES FOUNDATION, INC.

225 S. ACADEMY BOULEVARD • COLORADO SPRINGS, COLORADO 80910 • (303) 596-6006

MEETING AGENDA

National Standards
for the
Medico-Legal Investigation of Death

April 30 - May 1, 1981

Holiday Inn - Overton Square
1837 Union Blvd.
Memphis, Tennessee 38104
(901) 278-4100

GENERAL MEETING SCHEDULE

Thursday - April 30, 1981

10:30 a.m. Plenary Session I...McLean Room
12 noon. Luncheon Recess
1:00 p.m. Subcommittee Meetings..Breakout Rooms
4:30 p.m. Plenary Session II...McLean Room
5:30 p.m. Evening Recess

Friday - May 1, 1981

8:30 a.m. Plenary Session III...McLean Room
9:00 a.m. Subcommittee Meetings..Breakout Rooms
12 noon. Luncheon Recess
1:00 p.m. Plenary Session IV...McLean Room
3:00 p.m. Adjournment

APPENDIX E

THE FORENSIC SCIENCES FOUNDATION, INC.

225 S. ACADEMY BOULEVARD • COLORADO SPRINGS, COLORADO 80910 • (303) 596-6006

DAILY SCHEDULE

Monday

November 17, 1980

1:00 p.m. PLENARY SESSION I. - Chippendale Room

Welcome and Introductions Dr. Gantner

Administrative Matters Mr. Field

Project Overview Dr. Gantner

- Project Objectives

- Meeting Objectives

- Meeting End Products

1:30 p.m. SUBCOMMITTEE MEETINGS - "Problem Definition" See Attachment 1.

Subcommittee "A" - Death Scene Investigation.

G.J. Reichardt Chairman

M.F. Ernst

C.C. Snow

Subcommittee "B" - Death Investigation, General.

A. Longhetti Chairman

G.E. Gantner

L.J. Levine

Subcommittee "C" - Examination (to include certification).

J.T. Francisco Chairman

K.M. Dubowski

W.B. Sullivan

O. Schroeder

THE FORENSIC SCIENCES FOUNDATION, INC.

225 S. ACADEMY BOULEVARD • COLORADO SPRINGS, COLORADO 80910 • (303) 596-6006

DEATH INVESTIGATION ADVISORY GROUP

George E. Gantner, M.D., Chairman
Prof. of Forensic & Envir. Pathology
St. Louis University School of Medicine
1402 S. Grand Boulevard
St. Louis, Missouri 63104
(314) 664-9800 (Ext. 298)

Kurt M. Dubowski, Ph.D.
Director, Toxicology Laboratories
U. of Oklahoma College of Medicine
P.O. Box 26901, Room 38-R
Oklahoma City, Oklahoma 73190
(405) 271-2270

Mary Fran Ernst, B.S.
Medicolegal Investigator
Medical Examiner's Office
St. Louis County
601 S. Brentwood
Clayton, Missouri 63105
(314) 727-6300 (Ext. 329)
(314) 725-1884

Jerry T. Francisco, M.D.
Chief Medical Examiner, Tennessee
University of Tennessee
858 Madison Ave.
Memphis, Tennessee 38163
(901) 528-6320

Lowell J. Levine, D.D.S.
Consultant in Forensic Dentistry
2 Rigger Court
Huntington Station, New York 11746
(516) 367-4786

Anthony Longhetti, B.A.
Director
Sheriff's Crime Laboratory
P.O. Box 569
San Bernardino, California 92403
(714) 383-3024

Gerald Reichardt, M.S.
Police Technician II
Dade County Public Safety Department
1320 N.E. 14th Street
Miami, Florida 33125
(305) 547-7353

Oliver Schroeder, Jr., J.D.
Director
Law Medicine Center
Case Western Reserve University
11075 East Boulevard
Cleveland, Ohio 44106
(216) 368-3298

Clyde C. Snow, Ph.D.
Forensic Anthropologist
2230 Blue Creek Parkway
Norman, Oklahoma 73071
(405) 686-4851

William Sullivan, Jr.
DeKalb County Coroner
2337 Sycamore Road
DeKalb, Illinois 60115
(815) 756-1502

Project Staff:

Kenneth S. Field, M.B.A.
Project Director

Beth Ann Lipskin, B.A.
Assistant Project Director

APPENDIX A

THE FORENSIC SCIENCES FOUNDATION, INC.

225 S. ACADEMY BOULEVARD • COLORADO SPRINGS, COLORADO 80910 • (303) 596-6006

DAILY SCHEDULE

Monday

November 17, 1980

1:00 p.m. PLENARY SESSION I. - Chippendale Room

Welcome and Introductions Dr. Gantner

Administrative Matters Mr. Field

Project Overview Dr. Gantner

- Project Objectives

- Meeting Objectives

- Meeting End Products

1:30 p.m. SUBCOMMITTEE MEETINGS - "Problem Definition" See Attachment 1.

Subcommittee "A" - Death Scene Investigation.

G.J. Reichardt Chairman

M.F. Ernst

C.C. Snow

Subcommittee "B" - Death Investigation, General.

A. Longhetti Chairman

G.E. Gantner

L.J. Levine

Subcommittee "C" - Examination (to include certification).

J.T. Francisco Chairman

K.M. Dubowski

W.B. Sullivan

O. Schroeder

B-1

THE FORENSIC SCIENCES FOUNDATION, INC.

225 S. ACADEMY BOULEVARD • COLORADO SPRINGS, COLORADO 80910 • (303) 596-6006

ATTACHMENT 1.

Subcommittee Assignment

(Monday Afternoon)

"Problem Definition"

A. GENERAL

This two hour session will be devoted to problems related to and factors influencing the accomplishment of three phases of a medico-legal investigation of death: Investigation Scene; Investigation General; Examination. The problems should relate to the attainment of minimum standards because of lack of uniformity completeness, as quality, etc.

Three committees will be formed, each dealing with one of the above phases. Because of limited membership on the project panel (and thus on each subcommittee), committee members will represent the agencies or individuals noted below, as appropriate:

1. Law Enforcement

- a. Police
- b. Sheriff
- c. Other

2. Criminalistics Laboratory

3. Crime Scene Technician (may be in laboratory or in law enforcement agency)

4. Medical Examiner/Coroner Office

- a. Death Investigator

5. Physical Anthropologist (may be separate entity or in Medical Examiner/Coroner Office)

6. Odontologist (same as PA)

7. Toxicology Laboratory (may be separate entity in Medical Examiner/Coroner Office)

8. Jurisprudence

B. SUBCOMMITTEE DELIBERATIONS

To achieve the highest possible level of manageability of problem definitions, it is recommended that each subcommittee first arrive at an arbitrary chronology of the activities related to the phase of operation assigned to it.

Given that activity chronology, the problem related to each activity should be listed and the possible causative factors cited.

Example:

Phase I - Death Scene Investigation

Activity: Case Reporting (a body is sighted & reported)

Alternative: The police arrive first

Problem: Transfer of Jurisdiction

Cause: The statutes
Definitional questions
Resources etc.

It may be helpful to use a simple matrix to record problems and causes. Thus:

PHASE _____

ACTIVITY PROBLEM(s)	CAUSATIVE FACTORS					
	Definitional	Legal	Resources	Mgmt.	Expertise	Other
1. _____ _____ _____						
2. _____ _____ _____						
etc. _____						

In some cases it might be helpful to subdivide selected tasks, either because of the complexities of the task or the myriad problems presented.

C. SUBCOMMITTEE PRESENTATIONS

Each subcommittee will be given 25 minutes of which 10 minutes should be left open for general discussion.

ATTACHMENT 2.

Subcommittee Assignment
(Tuesday)

"Minimum Standards -- Candidate Areas"

A. SUBCOMMITTEE DELIBERATIONS

The intent of this day's activities, in threefold:

1. Provide tentative definitions of categories of death to be included in the study.
2. List candidate tasks (within each phase of a medical-legal death investigation) for the possible developemnt of minimum standards.
3. Provide guidance as to the areas and extent in which samples of existing quidlines, procedures, protocols, and report forms are to be collected.

B. SUBCOMMITTEE PRESENTATIONS

Each subcommittee will be given 30 minutes for its presentation followed by 20 minutes for open discussion.

COMMITTEE DELIBERATIONS

AT FIRST DIAG MEETING

A. SUBCOMMITTEE A ADDRESSED THE FOLLOWING AREAS IN ITS DELIBERATIONS:

Case Management

1. Responsibilities of the first officer on the scene.

- a. Secure scene.
- b. Confirm actual death.
- c. Establish physical perimeter.
- d. Separate and identify witnesses.
- e. Establish media relations perimeter and parameters.

2. Death scene planning and organization.

- a. Actions upon arrival of principal investigator.
- b. Establish liaison with outside agencies (local and otherwise.)
- c. Plan and organize death investigation team.

3. Crime/Death scene investigation.

- a. Person in charge (or persons in charge.)
- b. Conference with those on scene.
- c. Visual walk-through.
- d. Documentation - notes, photos, sketches, measurements.
- e. Actual search for evidence.
- f. Location and collection of physical evidence - identification and preservation.

4. Medico-legal death investigation.

- a. Person in charge.
- b. Conference with those on scene.
- c. Visual walk-through.
- d. Actualize body (external) examination.
 1. Measure rigor mortis.
 2. Describe decomposition.
 3. Take body & environment temperature, humidity.
 4. Record insect's activity.
- e. Photographs, notes.
- f. Safeguard body & trace evidence on body.
 1. Package body for transport to morgue.
 2. Hands in bags, etc.

5. Anthropologist
 - a. Surface Find.
 1. Map out perimeter.
 2. Grid procedure.
 3. Document bone location.
 - b. Burial Scene-bring in archaeologist or physical anthropologist to recover.

B. SUBCOMMITTEE B ADDRESSED THE FOLLOWING AREAS IN ITS DELIBERATIONS

1. Each discipline should compile terminology related to the following - what it does, definitions, include following topics:
 - a. Autopsy/post mortem.
 - b. Crime scene.
 - c. Identification.
 - d. Cause of death.
 - e. Manner of death.
 - f. Death.
 - g. Certification of death.
2. Reports and forms.
 - a. What data items do the forms elicit?
 - b. Each discipline should submit contributions re: key items, forms, checklists of its information needs.
3. Documentation.
 1. What are the needs of each discipline.
 2. Physical evidence - recognition, collection, preservation & conservation.
 3. Evidence -.list types of evidence.
4. Terms.

C. SUBCOMMITTEE C ADDRESSED THE FOLLOWING PROBLEM AREAS IN ITS DELIBERATIONS.

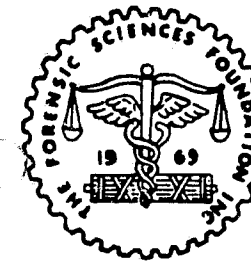
1. Nomenclature/Terminology.
 - a. Evolution of Words - delineate differences between:
 - 1) Autopsy vs postmortem - effect of statutory language.
 - 2) Death (fetus).
 - 3) Nomenclature of disease vs. nomenclature of cause of death.
 - 4) SNOMED
2. Identity.
 - a. Number of dead - disaster plan.
 - b. How to identify WHO.
 - 1) Eyewitness - reliability.
 - 2) Eyewitness - how to do?
 - (a) Direct viewing.
 - (b) Television.
 - (c) Photos, etc.
 - 3) Procedures.
 - (a) Where to do ID.
 - (b) Who should ID - most reliable witness.
 - (c) When - as soon as possible.
 - 4) How much ID is enough?
 - 5) No ID cases.
 - (a) Autopsy.
 - (b) Tentative ID.
 - (c) Refer to Subcommittee B for further check.
 - 6) Currently possible means of ID.
 - (a) Property - names, labels, supplies, sizes, billfold.
 - (b) Configuration of ears - pierced?
 - (c) Hair.
 - (d) Skin color.
 - (e) X-ray of body parts.
 1. Lateral shot of head.
 2. Sinus front shot.

3. Rib detail.
4. Bone diseases.
5. Fingerprints.
6. Baby footprints.
7. Blood factors.
8. Dental records.
9. Photographs.
10. Scars, tatoos.
11. Height.
12. Weight.
13. Nicotine/chemical findings.
14. Fluordation of teeth.
15. Etc.
17. Special circumstances - cremation, removal of body from jurisdiction, etc.

3. Documentation.

Must document findings in such a fashion that an independent observer can accomplish a technical, scientific, professional audit.

C-4



A Tax Exempt
Non-Profit Corporation

Identification Number:
237050691

BOARD OF TRUSTEES
CHAIRMAN OF THE BOARD
OLIVER SCHROEDER, JR., J.D.
Cleveland, Ohio

PRESIDENT
RICHARD H. FOX, B.S.
Ventura, California

VICE PRESIDENT
THOMAS A. JOHNSON, D. CRIM.
Pullman, Washington

SECRETARY
WILLIAM J. COWLIN, J.D.
Crystal Lake, Illinois

TREASURER
E.J. SALCINES, J.D.
Tampa, Florida

KURT M. DUBOWSKI, PH. D.
Oklahoma City, Oklahoma

WILLIAM G. ECKERT, M.D.
Wichita, Kansas

RICHARD ENDERS, J.D.
Utica, New York

LARRY B. HOWARD, PH. D.
Atlanta, Georgia

JUNE K. JONES, M.S.
Auburn, Alabama

LOWELL J. LEVINE, D.D.S.
Huntington Station, New York

WALTER C. McCRONE, PH. D.
Chicago, Illinois

HASKELL M. PITLUCK, J.D.
Crystal Lake, Illinois

DAVID B. SCOTT, D.D.S.
Bethesda, Maryland

JOEL S. SEXTON, M.D., M.S.
Charleston, South Carolina

CYRIL H. WECHT, M.D., J.D.
Pittsburgh, Pennsylvania

JAMES T. WESTON, M.D.
Albuquerque, New Mexico

KENNETH S. FIELD
EXECUTIVE DIRECTOR

THE FORENSIC SCIENCES FOUNDATION, INC.

225 S. ACADEMY BOULEVARD • COLORADO SPRINGS, COLORADO 80910 • (303) 596-6006

December 18, 1980

Milo S. Tasky, Chief of Police
Duluth Police Department
Duluth, MN 55802

Dear Chief Tasky:

The Forensic Sciences Foundation has recently been awarded a grant by the National Institute of Justice to study the investigation of sudden, unexplained and/or suspicious deaths. A most important component of this project is to study the forms, guidelines, written procedures, etc. utilized by police departments, coroners, medical examiners, criminalistics labs, toxicology labs, sheriffs departments, etc.

Would you be so kind as to send us a copy of any forms, guidelines or procedures which your office uses in investigation of a death? Your assistance will be greatly appreciated.

I have taken the liberty of enclosing a self-addressed mailing label for your use.

Thank you for your assistance. Please be in touch if we can be of assistance.

Sincerely,

Beth Ann Lipskin
Project Manager

BAL:JT

APPENDIX D

"FORENSIC SCIENCE IS THE STUDY AND PRACTICE OF THE APPLICATION OF SCIENCE TO THE JUST RESOLUTION OF SOCIAL AND LEGAL ISSUES."

THE FORENSIC SCIENCES FOUNDATION, INC.

225 S. ACADEMY BOULEVARD • COLORADO SPRINGS, COLORADO 80910 • (303) 596-6006

MEETING AGENDA

National Standards for the Medico-Legal Investigation of Death

April 30 - May 1, 1981

Holiday Inn - Overton Square
1837 Union Blvd.
Memphis, Tennessee 38104
(901) 278-4100

GENERAL MEETING SCHEDULE

Thursday - April 30, 1981

10:30 a.m. Plenary Session I...McLean Room
12 noon. Luncheon Recess
1:00 p.m. Subcommittee Meetings..Breakout Rooms
4:30 p.m. Plenary Session II...McLean Room
5:30 p.m. Evening Recess

Friday - May 1, 1981

8:30 a.m. Plenary Session III...McLean Room
9:00 a.m. Subcommittee Meetings..Breakout Rooms
12 noon. Luncheon Recess
1:00 p.m. Plenary Session IV...McLean Room
3:00 p.m. Adjournment

APPENDIX E

END