**Media Request Information**

**Policy**

Certain information is considered to be public information and can be released to the media.

**Procedure**

Coroner’s Office Administration will come into contact with the media. Always ensure that; decedents are positively identified and the next of kin has been notified. If these two tasks have been completed, the following information may be released by Office Manager after approved by Coroner, Chief Deputy Coroner, and Forensic Pathologist;

1. Decedent Name

2. Decedent Age

3. Gender

4. City of Residency

5. Time of Death

6. Date of Death

7. Cause of Death (if not pending)

8. Manner of Death (if not pending)

Note; Information that could potentially interfere with a criminal case should not be released, this includes; Drug levels, number of wounds or where located, how an injury occurred.

Terms such as “multiple wounds or multiple drugs, injuries sustained from xyz” are sufficient. See Attached Media Release form