**SECTION 13: WORKING WITH THE MEDIA**

The Union County Coroner's Office realizes the important service provided by the local media outlets in informing the residents of Union County and beyond. The Union County Coroner’s Office will endeavor to supply the media with information in a timely fashion.

**MEDIA RELEASES-UNION COUNTY CORONER’S OFFICE RESPONSIBILITY**

The Union County Coroner’s Office will be responsible in releasing the names of the decedents and the cause and manner of the death for persons who die in Union County. Such releases shall take the form of a written Media Release only. No verbal releases shall be permitted.

1. The release shall follow approved templates to the extent applicable.

In the case of apparent suicides, names will be released but responsible journalism regarding the next of kin and circumstances of the event is expected.

The release shall be made in a timely fashion only after:

Positive identification has been made

Designated next of kin have been located and notified

A postmortem examination has been completed and the forensic pathologist has been consulted on the content of the media release

Designated next of kin have been informed of the content of the Media Release; specifically, the cause and manner of death

The Media Release shall be submitted to all outlets of record as evidenced by a current email address maintained on the account.

If the death occurred in Union County but the act that initiated the sequence of events occurred in another jurisdiction, and that jurisdiction has accepted the same (receiving jurisdiction), the Union County Coroner’s Office shall not release any information and direct all inquiries to the receiving jurisdiction.

Information requests not related to the cause and manner of death shall be directed to the appropriate investigating agency.

**MEDIA RELEASES-MEDIA RESPONSIBILITY**

The media is requested to not call the Union County Coroner’s Office requesting information regarding a current case.

Once a Media Release has been issued, media outlets are requested to submit follow-up questions via the email address.

Questions via telephone contact will be entertained

If the question is a simple clarification, the question will be answered immediately

If the question posed will provide information meaningful to the entire media community, that question will be answered via a return email sent to all media outlets with the possibility of a further Media Release posting to the Coroner’s Website or other stated method.

**MEDIA REQUESTS NOT RELATED TO CURRENT CASES**

From time to time, media outlets will request information relating to topics of interest but are not specifically regarding a current case. Such topics may evolve from a current case and may provide helpful information for the community at large.

The Coroner or Coroner Investigator may provide information relevant to the media request

If an on-camera interview is requested, the Coroner shall be contacted for approval