



CONTINUING EDUCATION POLICY

Policy# 12-0629-2 Continuing Education Policy Total pages= 2
(Revised 05/25/2018)

Purpose:

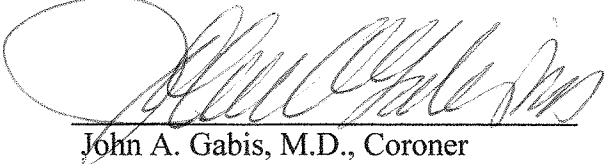
1. To ensure that all staff maintains an adequate and current education in the science of death investigation.
2. To maintain updated credentials in the field of death investigation that would allow being accepted as an expert witness in court.
3. This policy only effects those staff members that are directly involved in death investigation.

Policy:

1. All required staff will acquire at least (12) twelve hours of continuing education in the field of death investigation or related topics per year.
2. No more than (6) six of said hours may be from Office Staff meetings.
3. No more than (3) three of said hours may be from teaching or presenting on a topic related to death investigation.
4. All hours approved by the American Board of Medicolegal Death Investigators (ABDMI) will be accepted.
5. Hours not approved by ABDMI must be submitted to the coroner for approval.
6. All required staff appointed after the initial policy signing date of June 29th, 2012, must complete all requirements to sit for the ABDMI Registry Exam within (3) three years of appointment date; and successfully pass the examination within (4) years of date of appointment.
7. All required staff must maintain a current (CV) Curriculum Vitae with emphasis on their education and training in death investigation.

8. All approved continuing education hours will be submitted to the coroner and/or the chief investigator to be maintained in the staff member's file. This file will be reviewed by the coroner at least on a yearly basis.
9. Any required staff member that does not meet the above requirements will be placed on un-paid probation; and will have a period of no greater than (6) six months to fulfill the requirements.
10. If after the allotted time the staff member has yet to meet the requirements, the staff member will be subject to termination.

This policy and procedural guide has been approved and is in effect until further notice:


John A. Gabis, M.D., Coroner

5/26/18
Date