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# Office of the Chief Medical Examiner

[www.ocme.dc.gov](http://www.ocme.dc.gov)  
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Description	FY 2012 Actual	FY 2013 Approved	FY 2014 Proposed	% Change from FY 2013
Operating Budget	\$7,587,024	\$7,924,365	\$8,789,575	10.9
FTEs	60.7	69.0	70.0	1.4

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The mission of the Office of Chief Medical Examiner (OCME) is to ensure that justice is served and that the health and safety of the public is improved by conducting quality death investigations and certification, and providing forensic services for government agencies, health care entities, and grieving families.

## Summary of Services

OCME provides forensic services to local and federal government agencies, health care providers, institutions of higher learning and citizens in the District and metropolitan area. Forensic services include: forensic investigation and certification of certain deaths (i.e., deaths occurring as a result of violence (injury) as well as those that occur unexpectedly, without medical attention, in custody, or pose a threat to public health); review of deaths of specific populations; grief counseling; performance of a full range of toxicological examinations; cremation approvals; and public dispositions of unclaimed remains.

The agency's FY 2014 proposed budget is presented in the following tables:

## FY 2014 Proposed Gross Funds Operating Budget, by Revenue Type

Table FX0-1 contains the proposed FY 2014 agency budget compared to the FY 2013 approved budget. It also provides FY 2011 and FY 2012 actual expenditures.

**Table FX0-1**  
(dollars in thousands)

Appropriated Fund	Actual FY 2011	Actual FY 2012	Approved FY 2013	Proposed FY 2014	Change from FY 2013	Percent Change*
<b>General Fund</b>						
Local Funds	6,923	7,348	7,834	8,790	955	12.2
Special Purpose Revenue Funds	230	0	0	0	0	N/A
<b>Total for General Fund</b>	<b>7,154</b>	<b>7,348</b>	<b>7,834</b>	<b>8,790</b>	<b>955</b>	<b>12.2</b>
<b>Intra-District Funds</b>						
Intra-District Funds	95	239	90	0	-90	-100.0
<b>Total for Intra-District Funds</b>	<b>95</b>	<b>239</b>	<b>90</b>	<b>0</b>	<b>-90</b>	<b>-100.0</b>
<b>Gross Funds</b>	<b>7,249</b>	<b>7,587</b>	<b>7,924</b>	<b>8,790</b>	<b>865</b>	<b>10.9</b>

\*Percent change is based on whole dollars.

Note: If applicable, for a breakdown of each Grant (Federal and Private), Special Purpose Revenue type and Intra-District agreement, please refer to Schedule 80 Agency Summary by Revenue Source in the FY 2014 Operating Appendices located on the Office of the Chief Financial Officer's website.

## FY 2014 Proposed Full-Time Equivalents, by Revenue Type

Table FX0-2 contains the proposed FY 2014 FTE level compared to the FY 2013 approved FTE level by revenue type. It also provides FY 2011 and FY 2012 actual data.

**Table FX0-2**

Appropriated Fund	Actual FY 2011	Actual FY 2012	Approved FY 2013	Proposed FY 2014	Change from FY 2013	Percent Change
<b>General Fund</b>						
Local Funds	64.7	60.7	69.0	70.0	1.0	1.4
Special Purpose Revenue Funds	1.2	0.0	0.0	0.0	0.0	N/A
<b>Total for General Fund</b>	<b>66.0</b>	<b>60.7</b>	<b>69.0</b>	<b>70.0</b>	<b>1.0</b>	<b>1.4</b>
<b>Total Proposed FTEs</b>	<b>66.0</b>	<b>60.7</b>	<b>69.0</b>	<b>70.0</b>	<b>1.0</b>	<b>1.4</b>

## FY 2014 Proposed Operating Budget, by Comptroller Source Group

Table FX0-3 contains the proposed FY 2014 budget at the Comptroller Source Group (object class) level compared to the FY 2013 approved budget. It also provides FY 2011 and FY 2012 actual expenditures.

**Table FX0-3**  
(dollars in thousands)

Comptroller Source Group	Actual FY 2011	Actual FY 2012	Approved FY 2013	Proposed FY 2014	Change from FY 2013	Percent Change*
11 - Regular Pay - Continuing Full Time	4,813	4,556	5,373	5,611	239	4.4
12 - Regular Pay - Other	210	290	185	185	0	0.0
13 - Additional Gross Pay	332	366	314	314	0	0.0
14 - Fringe Benefits - Current Personnel	997	943	1,403	1,524	121	8.6
15 - Overtime Pay	52	74	52	70	18	34.6
<b>Subtotal Personal Services (PS)</b>	<b>6,405</b>	<b>6,228</b>	<b>7,327</b>	<b>7,705</b>	<b>378</b>	<b>5.2</b>
20 - Supplies and Materials	174	339	137	346	209	153.2
31 - Telephone, Telegraph, Telegram, Etc.	0	15	0	30	30	N/A
35 - Occupancy Fixed Costs	-5	0	0	0	0	N/A
40 - Other Services and Charges	519	737	392	618	226	57.6
41 - Contractual Services - Other	143	124	69	76	7	10.7
70 - Equipment and Equipment Rental	13	144	0	15	15	N/A
<b>Subtotal Nonpersonal Services (NPS)</b>	<b>843</b>	<b>1,359</b>	<b>597</b>	<b>1,085</b>	<b>487</b>	<b>81.6</b>
<b>Gross Funds</b>	<b>7,249</b>	<b>7,587</b>	<b>7,924</b>	<b>8,790</b>	<b>865</b>	<b>10.9</b>

\*Percent change is based on whole dollars.

## Division Description

The Office of the Chief Medical Examiner operates through the following 5 divisions:

**Death Investigations and Certification** – is responsible for forensic pathology, forensic investigation, and forensic support services. Forensic pathology involves conducting decedent examination, determining the cause and manner of death and providing that information to next of kin, law enforcement, designated government entities, and interested parties. Forensic investigation includes evidence-gathering, medical interpretation, and provision of information to aid in the determination of the cause and manner of death. The purpose of forensic support services is to provide body disposition and autopsy support to forensic pathology staff and the funeral industry.

This division contains the following 3 activities:

- **Forensic Pathology** – provides in a timely manner decedent external and/or internal examination, documentation (i.e., medical transcription), and analysis services to law enforcement, government agencies, interested parties, and families to determine and understand the cause and manner of death;
- **Forensic Investigations** – provides information, evidence gathering, and medical interpretation services to OCME, law enforcement agencies, legal counsel, and the community to identify decedents and determine the cause and manner of death; and
- **Forensic Support Services** – provides body disposition and autopsy support services to OCME, the funeral industry, and the public so that they can have a body that is properly prepared for autopsy or disposition in a timely manner.

**Forensic Toxicology** – maintains standards of practice for the detection, identification and quantization of alcohol, drugs, and other toxins in biological specimens. The laboratory provides scientific support services to OCME in order that the agency may provide accurate death investigation information in a timely manner to the next of kin, law enforcement agencies, legal counsel, and the community when required. It also provides services to various external government entities regarding specified types of testing.

**Fatality Review Committees** – reviews the circumstances of the deaths of individuals within certain populations, including their interaction with District government services. The purpose of the reviews is to provide analysis and recommendations to the public and District entities serving defined populations so that they can address systemic problems and provide better services.

**Administrative/Agency Management** – provides for administrative support and the required tools to achieve operational and programmatic results. This division is standard for all agencies using performance-based budgeting.

**Agency Financial Operations** – provides comprehensive and efficient financial management services to, and on behalf of, the District agencies so that the financial integrity of the District of Columbia is maintained. This division is standard for all agencies using performance-based budgeting.

## Division Structure Change

The Office of the Medical Examiner has no division structure changes in the FY 2014 proposed budget.

## FY 2014 Proposed Operating Budget and FTEs, by Division and Activity

Table FX0-4 contains the proposed FY 2014 budget by division and activity compared to the FY 2013 approved budget. It also provides the FY 2012 actual data.

**Table FX0-4**

(dollars in thousands)

Division/Activity	Dollars in Thousands				Full-Time Equivalents			
	Actual FY 2012	Approved FY 2013	Proposed FY 2014	Change from FY 2013	Actual FY 2012	Approved FY 2013	Proposed FY 2014	Change from FY 2013
<b>(1000) Administrative Management Program</b>								
(1010) Personnel	108	189	117	-72	1.8	2.0	1.0	-1.0
(1020) Training	294	251	321	70	3.6	3.0	4.0	1.0
(1030) Property Management	-3	0	0	0	0.0	0.0	0.0	0.0
(1040) Information Technology	464	387	447	60	2.7	3.0	3.0	0.0
(1070) Fleet Management	26	28	29	1	0.0	0.0	0.0	0.0
(1085) Customer Service	185	199	194	-5	2.7	3.0	3.0	0.0
(1090) Performance Management	571	704	739	35	5.4	5.0	5.0	0.0
<b>Subtotal (1000) Administrative Management Program</b>	<b>1,645</b>	<b>1,758</b>	<b>1,848</b>	<b>90</b>	<b>16.1</b>	<b>16.0</b>	<b>16.0</b>	<b>0.0</b>
<b>(100F) Agency Financial Operation</b>								
(110F) Budget Operations	86	126	112	-15	0.9	1.0	1.0	0.0
<b>Subtotal (100F) Agency Financial Operation</b>	<b>86</b>	<b>126</b>	<b>112</b>	<b>-15</b>	<b>0.9</b>	<b>1.0</b>	<b>1.0</b>	<b>0.0</b>
<b>(2000) Death Investigations/ Certifications</b>								
(2100) Forensic Pathology	1,542	1,748	2,272	523	8.0	9.0	10.0	1.0
(2200) Forensic Investigations	1,587	1,759	1,958	200	14.3	17.0	18.0	1.0
(2301) Forensic Support Services	1,396	1,090	1,109	18	10.7	12.0	12.0	0.0
<b>Subtotal (2000) Death Investigations/ Certifications</b>	<b>4,525</b>	<b>4,597</b>	<b>5,339</b>	<b>741</b>	<b>33.0</b>	<b>38.0</b>	<b>40.0</b>	<b>2.0</b>
<b>(3000) Fatality Review Committees</b>								
(3100) Child Fatality Review Committee	302	316	318	2	2.7	3.0	3.0	0.0
<b>Subtotal (3000) Fatality Review Committees</b>	<b>302</b>	<b>316</b>	<b>318</b>	<b>2</b>	<b>2.7</b>	<b>3.0</b>	<b>3.0</b>	<b>0.0</b>
<b>(4000) Forensic Toxicology</b>								
(4100) Forensic Toxicology Lab	1,029	1,126	1,173	46	8.0	11.0	10.0	-1.0
<b>Subtotal (4000) Forensic Toxicology</b>	<b>1,029</b>	<b>1,126</b>	<b>1,173</b>	<b>46</b>	<b>8.0</b>	<b>11.0</b>	<b>10.0</b>	<b>-1.0</b>
<b>Total Proposed Operating Budget</b>	<b>7,587</b>	<b>7,924</b>	<b>8,790</b>	<b>865</b>	<b>60.7</b>	<b>69.0</b>	<b>70.0</b>	<b>1.0</b>

(Change is calculated by whole numbers and numbers may not add up due to rounding)

Note: For more detailed information regarding the proposed funding for the activities within this agency's divisions, please see Schedule 30-PBB Program Summary by Activity in the FY 2014 Operating Appendices located on the Office of the Chief Financial Officer's website.

## **FY 2014 Proposed Budget Changes**

The Office of the Medical Examiner's (OCME) proposed FY 2014 gross budget is \$8,789,575, which represents a 10.9 percent increase over its FY 2013 approved gross budget of \$7,924,365. The budget is comprised entirely of Local funds.

### **Current Services Funding Level**

The Current Services Funding Level (CSFL) is a Local funds ONLY representation of the true cost of operating District agencies, before consideration of policy decisions. The CSFL reflects changes from the FY 2013 approved budget across multiple programs, and it estimates how much it would cost an agency to continue its current programs and operations into the following fiscal year. The initial adjustments in the budget proposal represent changes that should be compared to the FY 2014 CSFL budget and not necessarily changes made to the FY 2013 Local funds budget. The FY 2014 CSFL adjustments to the FY 2013 Local funds budget are described in table 5 of this agency's budget chapter. Please see the CSFL Development section within Volume 1: Executive Summary for more information regarding the methodology used and components that comprise the CSFL.

OCME's FY 2014 CSFL budget is \$7,905,478, which represents a \$71,113, or 0.9 percent, increase over its FY 2013 approved Local budget of 7,834,365.

### **Major CSFL Cost Drivers**

The FY 2014 CSFL calculated for OCME included an adjustment entry that is not described in detail on Table 5. This adjustment was made for an increase of \$58,938 in personal services to account for the Fringe Benefit growth rate adjustment of 4.2 percent year-over-year growth, and \$12,175 in nonpersonal services based on the Consumer Price Index Factor of 2.4 percent. During the development of the CSFL, some adjustments such as these were categorized as "other adjustments".

### **Agency Budget Submission**

**Increase:** In Local funds, the Death Investigations and Administrative Management divisions increased by \$94,281 in personal services, for step increases and projected Fringe Benefits, to support the increased workload and conform to the anticipated actual cost of activity in FY 2013. The agency's proposed budget also included increased funding of \$12,231 for medical and surgical supplies based on projected demand and \$10,000 for Equipment.

**Decrease:** In Local funds, the Death Investigations division reduced its Contractual Services by \$59,291 due to the ability to provide services in-house. Additionally, the agency reduced nonpersonal services by \$57,221 to align the budget programmatically. The Intra-District funds budget was decreased by \$90,000 to adjust for the non-renewal of the Coverdell Grant.

### **Mayor's Proposed Budget**

**Enhance:** OCME's FY 2014 Local funds budget includes an increase of \$594,599 in nonpersonal services, primarily Supplies and Materials and Other Services and Charges, to support existing services to ensure high quality testing and to maintain laboratory accreditation. In personal services, the budget was increased by \$224,498 and 1.0 FTE to support additional staffing to improve efficiency and promote top quality service.

**Cost-of-Living Adjustment:** This agency received a proposed cost-of-living adjustment (COLA) in Local funds, which will be applied centrally from the Workforce Investments account. For more information about the COLA, please see the Workforce Investments chapter contained in Volume 3 (Agency Budget Chapters – Part II) of the FY 2014 Proposed Budget and Financial Plan.

### **District's Proposed Budget**

**Increase:** The Death Investigations and Certifications division was increased by \$65,000 in nonpersonal services to support additional grief counseling services at the Wendt Center.

## FY 2013 Approved Budget to FY 2014 Proposed Budget, by Revenue Type

Table FX0-5 itemizes the changes by revenue type between the FY 2013 approved budget and the FY 2014 proposed budget.

**Table FX0-5**

(dollars in thousands)

	PROGRAM	BUDGET	FTE
<b>LOCAL FUNDS: FY 2013 Approved Budget and FTE</b>		<b>7,834</b>	<b>69.0</b>
Other CSFL Adjustments	Multiple Programs	71	0.0
<b>LOCAL FUNDS: FY 2014 Current Services Funding Level Budget (CSFL)</b>		<b>7,905</b>	<b>69.0</b>
Increase: To support step increases and fringe benefits adjustments	Multiple Programs	94	0.0
Increase: To adjust costs for medical supplies due to projected demand	Multiple Programs	12	0.0
Increase: To support additional costs for Equipment and Equipment Rentals	Administrative	10	0.0
Decrease: To reduce Contractual Services costs	Death Investigations/ Certifications	-59	0.0
Decrease: To reflect nonpersonal services reductions, primarily in Professional Service Fees and Contracts	Multiple Programs	-57	0.0
<b>LOCAL FUNDS: FY 2014 Agency Budget Submission</b>		<b>7,905</b>	<b>69.0</b>
Enhance: To support the cost of laboratory and testing services primarily in Supplies and Materials and Other Services and Charges	Multiple Programs	595	0.0
Enhance: To support additional personnel to ensure efficient and quality service	Death Investigations/ Certifications	224	1.0
<b>LOCAL FUNDS: FY 2014 Mayor's Proposed Budget</b>		<b>8,725</b>	<b>70.0</b>
Increase: To support grief counseling services at the Wendt Center	Death Investigations/ Certifications	65	0.0
<b>LOCAL FUNDS: FY 2014 District's Proposed Budget</b>		<b>8,790</b>	<b>70.0</b>
<b>INTRA-DISTRICT FUNDS: FY 2013 Approved Budget and FTE</b>		<b>90</b>	<b>0.0</b>
Decrease: Adjustment for the non-renewal of Coverdell Grant from the Justice Grant Administration	Forensic Toxicology	-90	0.0
<b>INTRA-DISTRICT FUNDS: FY 2014 Agency Budget Submission</b>		<b>0</b>	<b>0.0</b>
No Changes		0	0.0
<b>INTRA-DISTRICT FUNDS: FY 2014 Mayor's Proposed Budget</b>		<b>0</b>	<b>0.0</b>
No Changes		0	0.0
<b>INTRA-DISTRICT FUNDS: FY 2014 District's Proposed Budget</b>		<b>0</b>	<b>0.0</b>
<b>Gross for FX0 - Office of the Chief Medical Examiner</b>		<b>8,790</b>	<b>70.0</b>

(Change is calculated by whole numbers and numbers may not add up due to rounding)

## Agency Performance Plan

The agency's performance plans has the following objectives for FY 2014:

### Offices of the Chief and Administration

**Objective 1:** Maintain high quality office and system operations to support effective medico legal death investigation, efficient and quality autopsy reporting, and accurate certification of deaths.

### Death Investigation

**Objective 1:** Provide efficient, timely, and accurate death investigation and certification of cases within the jurisdiction of the agency as statutorily mandated.

## KEY PERFORMANCE INDICATORS

### Death Investigation

Measure	FY 2011 Actual	FY 2012 Target	FY 2012 Actual	FY 2013 Projection	FY 2014 Projection	FY 2015 Projection
Percentage of reports of all postmortem examinations completed within 60 calendar days from time of autopsy <sup>1, 2</sup>	88.3%	Not Available	Not Available	Not Available	Not Available	Not Available
Percentage of all postmortem examinations completed within 90 calendar days from the time of autopsy in homicide cases	Not Available <sup>3</sup>	90%	80%	90%	90%	90%
Percentage of all postmortem examinations completed within 60 calendar days from the time of autopsy in all cases (homicides excluded)	Not Available <sup>4</sup>	90%	74%	90%	90%	90%
Percentage of positively identified bodies ready for release within 48 hours	93%	95%	87.2%	95%	95%	95%
Percentage of primary contacts (case decision for jurisdiction) made within 8 hours of case assignment to investigator <sup>2</sup>	92.3%	Not Available	Not Available	Not Available	Not Available	Not Available
Percentage of preliminary investigative reports complete for utilization in the daily case review morning meetings	Not Available	95%	90%	95%	95%	95%
Percentage of unclaimed cases where the public disposition process is initiated three days after positive identification	Not Available	Not Available	Not Available	90% (Baseline)	90%	90%
Percentage of mortuary scene response within one hour of transport notification by an investigator or medical examiner of an accepted case	91.5%	95%	86%	95%	95%	95%

## Forensic Toxicology

Objective 1: Implementation of FACTS Forensic Toxicology Module.

Objective 2: Provision of Statistical Reporting of Public Interest.

### KEY PERFORMANCE INDICATORS

#### Forensic Toxicology

Measure	FY 2011 Actual	FY 2012 Target	FY 2012 Actual	FY 2013 Projection	FY 2014 Projection	FY 2014 Projection
Percentage of toxicology examinations completed within 90 calendar days of case submission <sup>5, 6</sup>	99.6%	Not Available	Not Available	Not Available	Not Available	Not Available
Percentage of negative toxicology examinations completed within 30 calendar days of case submission	Not Available	90%	88%	90%	90%	90%
Percentage of positive toxicology examinations completed within 60 calendar days of case submission	Not Available	90%	98%	90%	90%	90%

## Fatality Review

Objective 1: Provide analysis and make recommendations that result in improved services and outcomes for those populations served by the Fatality Review Unit.

### KEY PERFORMANCE INDICATORS

#### Fatality Review

Measure	FY 2011 Actual	FY 2012 Target	FY 2012 Actual	FY 2013 Projection	FY 2014 Projection	FY 2014 Projection
Percentage of CFRC fatality reviews held within six months of notification of the death	88%	75%	45%	80%	80%	80%
Percentage of MRRD fatality reviews held within three months of receipt of the investigative report from DHS/DDS and determination of the cause and manner of death	78%	75%	100%	80%	80%	80%

#### Performance Plan Endnotes:

<sup>1</sup>This measure is an industry standard, adopted in September 2009, by the National Association of Medical Examiners (NAME) within its accreditation guidelines. The previous standard, which set forth a different percentage for completion of cases and varied deadlines for homicide and non-homicide cases, was used by the agency as a measure for FY 2009 and previous fiscal years.

<sup>2</sup>Eliminated in FY 2012 and replaced with the two indicators below.

<sup>3</sup>This measure is an industry standard adopted by NAME after the September 2009 revision in the recent year. The agency will work toward meeting this adopted measure.

<sup>4</sup>This measure is an industry standard adopted by NAME after the September 2009 revision in the recent year. The agency will work toward meeting this adopted measure.

<sup>5</sup>This measure is an industry standard, adopted in September 2009, by the NAME within its accreditation guidelines. The previous standard, which set forth a different percentage for completion of cases and varied deadlines for negative and positive cases, was used by the agency as a measure for FY 2009 and previous fiscal years.

<sup>6</sup>To be eliminated and replaced by the two indicators below.

