



FATALITY MANAGEMENT MORGUE PROCESSING UNIT LEADER (NQS)

RESOURCE CATEGORY	Medical and Public Health
RESOURCE KIND	Personnel
OVERALL FUNCTION	The Fatality Management (FM) Morgue Processing Unit (MPU) Leader oversees processing teams in the morgue and provides security for human remains and accompanying records.
COMPOSITION AND ORDERING SPECIFICATIONS	<ol style="list-style-type: none"> 1. This position can be ordered as a single resource. 2. This position can be ordered with a NIMS typed unit (Fatality Management Morgue Processing Unit). 3. Discuss logistics for deploying this position, such as working conditions, length of deployment, security, lodging, transportation, and meals, prior to deployment 4. Requestor specifies if hazardous materials are present in the operating area; provider ensures that individuals hold certifications required by applicable laws and regulations to operate in environments where hazardous materials are present

Each type of resource builds on the qualifications of the type below it. For example, Type 1 qualifications include the qualifications in Type 2, plus an increase in capability. Type 1 is the highest qualification level.

COMPONENT	SINGLE TYPE	NOTES
DESCRIPTION	<p>The FM MPU Leader:</p> <ol style="list-style-type: none"> 1. Establishes guidelines for assigning a morgue reference number (MRN), opening morgue case file folders, and instituting processing procedures, under the direction of the local Medical Examiner/Coroner (ME/C) and Mass Fatality Management Group Supervisor 2. Oversees processing teams in the morgue, while providing security for human remains and accompanying records 3. Oversees needs and procedures of the functional stations 4. Ensures completion of all forms for assigned human remains after each morgue station completes its processing 5. Submits completed morgue case folders to the Morgue Identification Center (MIC) when human remains processing is complete 6. Reports directly to the Mass Fatality Management Group Supervisor or designee 	Not Specified
EDUCATION	Bachelor's degree in sciences, criminal justice, or public administration OR mortuary degree with 2 years of experience in an ME/C office	Not Specified
TRAINING	<p>Completion of the following:</p> <ol style="list-style-type: none"> 1. IS-100: Introduction to the Incident Command System, ICS-100 2. IS-200: Basic Incident Command System for Initial Response, ICS-200 3. ICS-300: Intermediate Incident Command System for Expanding Incidents 4. IS-700: National Incident Management System, An Introduction 5. IS-800: National Response Framework, An Introduction 6. E/G/L 0191: Emergency Operations Center/Incident Command System Interface 	Not Specified



Position Qualification for Fatality Management Services
Medical and Public Health

COMPONENT	SINGLE TYPE	NOTES
EXPERIENCE	<p>Knowledge, Skills, and Abilities:</p> <ol style="list-style-type: none"> 1. Intermediate computer skills, including e-mail, internet, word processing, and spreadsheet proficiency 2. Familiarity with next of kin (NOK) laws, body storage, and deceased body release laws <p>Experience:</p> <ol style="list-style-type: none"> 1. Successful completion of the National Qualification System (NQS) Position Task Book (PTB) for the National Incident Management System (NIMS) Fatality Management Morgue Processing Unit Leader, or equivalent Authority Having Jurisdiction (AHJ) documentation 2. Management or investigative experience within a medical examiner's office, coroner system, or forensic unit of a law enforcement agency, involving morgue or incident facility maintenance 	Not Specified
PHYSICAL/MEDICAL FITNESS	<ol style="list-style-type: none"> 1. Arduous 2. Performs duties with exposure to whole and fragmented human remains in various stages of decomposition 3. Performs duties with sights and smells associated with death, including encountering child victims, grieving survivors, and family members of missing victims 4. Maintains immunizations in accordance with the U.S. Department of Health and Human Services Centers for Disease Control and Prevention's (CDC) recommended immunization schedule 	The NIMS Guideline for the NQS defines Physical/Medical Fitness levels for NQS positions.
CURRENCY	Functions in this position during an operational incident, planned event, exercise, drill, or simulation at least once every two years	Not Specified
PROFESSIONAL AND TECHNICAL LICENSES AND CERTIFICATIONS	Not Specified	Not Specified



NOTES

Nationally typed resources represent the minimum criteria for the associated category.

REFERENCES

1. FEMA, NIMS 508: Fatality Management Morgue Processing Unit
2. FEMA, NIMS 508: Fatality Management Morgue Forensic Team
3. FEMA, NIMS 509: Fatality Management Embalming and Casketing Mortuary Specialist
4. FEMA, NIMS 509: Fatality Management Forensic Photographer
5. FEMA, NIMS 509: Fatality Management Morgue Admitting Specialist
6. FEMA, NIMS 509: Fatality Management Morgue Escort
7. FEMA, NIMS 509: Fatality Management Personal Effects Specialist
8. FEMA, NIMS 509: Fatality Management Morgue Forensic Team Leader
9. FEMA, NIMS 509: Fatality Management Human Remains Recovery Team Leader
10. FEMA, NIMS 509: Fatality Management Human Remains Storage and Release Specialist
11. FEMA, NIMS 509: Mass Fatality Management Group Supervisor
12. FEMA, National Qualification System (NQS) Position Task Book for Fatality Management Morgue Processing Unit Leader, latest edition adopted
13. FEMA, National Incident Management System (NIMS), October 2017
14. FEMA, NIMS Guideline for the NQS, November 2017
15. FEMA, National Response Framework, June 2016
16. U.S. Department of Health and Human Services, Centers for Disease Control and Prevention (CDC), Immunization Recommendations for Disaster Responders