

## FATALITY MANAGEMENT MORGUE PROCESSING UNIT LEADER (NQS)

TYPE	TYPE 1	NO TYPE 2
DESCRIPTION	<p>The Fatality Management (FM) Morgue Processing Unit (MPU) Leader:</p> <ol style="list-style-type: none"> <li>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</li> <li>2. Oversees processing teams in the morgue, while providing security for human remains and accompanying records</li> <li>3. Oversees needs and procedures of the functional stations</li> <li>4. Ensures completion of all forms for assigned human remains after each morgue station completes its processing</li> <li>5. Submits completed morgue case folders to the Morgue Identification Center (MIC) when human remains processing is complete</li> <li>6. Reports directly to the Mass Fatality Management Group Supervisor or designee</li> </ol>	Not Applicable
CATEGORY	CRITERIA	CRITERIA
EDUCATION	<p>Bachelor's degree in sciences, criminal justice, or public administration OR mortuary degree with 2 years of experience in an ME/C office</p> <p><b>NOTES:</b> Not Specified</p>	Not Applicable
TRAINING	<p>Completion of the following:</p> <ol style="list-style-type: none"> <li>1. IS-100: Introduction to the Incident Command System, ICS-100</li> <li>2. IS-200: Incident Command System for Single Resources and Initial Action Incidents</li> <li>3. ICS-300: Intermediate Incident Command System for Expanding Incidents</li> <li>4. IS-700: National Incident Management System, An Introduction</li> <li>5. IS-800: National Response Framework, An Introduction</li> <li>6. G0191: ICS/EOC Interface</li> <li>7. Training in accordance with Occupational Safety and Health Administration (OSHA) 29 Code of Federal Regulations (CFR) Part 1910.120: Hazardous Materials Awareness</li> <li>8. Training in accordance with OSHA 29 CFR Part 1910.134: Respiratory Protection</li> </ol> <p><b>NOTES:</b> Not Specified</p>	Not Applicable

Superseded

TYPE	TYPE 1	NO TYPE 2
<b>EXPERIENCE</b>	<p>Knowledge, Skills, and Abilities:</p> <ol style="list-style-type: none"> <li>1. Intermediate computer skills, including e-mail, internet, word processing, and spreadsheet proficiency</li> <li>2. Familiarity with next of kin (NOK) laws, body storage, and deceased body release laws</li> </ol> <p>Experience:</p> <ol style="list-style-type: none"> <li>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</li> <li>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</li> </ol> <p><b>NOTES:</b> Not Specified</p>	Not Applicable
<b>PHYSICAL/MEDICAL FITNESS</b>	<ol style="list-style-type: none"> <li>1. Performs duties under arduous circumstances characterized by working consecutive 12-hour days under physical and emotional stress for sustained periods of time</li> <li>2. Performs duties with exposure to whole and fragmented human remains in various stages of decomposition</li> <li>3. Performs duties with sights and smells associated with death, including encountering child victims, grieving survivors, and family members of missing victims</li> <li>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</li> </ol> <p><b>NOTES:</b> Not Specified</p>	Not Applicable
<b>CURRENCY</b>	<p>Functions in this position during an operational incident, exercise, drill, or simulation at least once every two years</p> <p><b>NOTES:</b> Not Specified</p>	Not Applicable
<b>PROFESSIONAL AND TECHNICAL LICENSES AND CERTIFICATIONS</b>	<p>Not Specified</p> <p><b>NOTES:</b> Not Specified</p>	Not Applicable

**Superseded**

## ORDERING SPECIFICATIONS OR DESIGNATIONS

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1. (X) Can be ordered as an individual asset
2. ( ) Can be ordered in conjunction with a NIMS typed team
3. (X) Can be ordered in conjunction with a NIMS typed unit (Fatality Management Morgue Processing Unit)
4. Discuss logistics for deploying this position, such as security, lodging, transportation, and meals, prior to deployment
5. This position typically works 12 hours per shift, is self-sustainable for 72 hours, and is deployable for up to 14 days
6. 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

## REFERENCES

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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, Position Task Book for Fatality Management Morgue Processing Unit Leader
13. FEMA, National Qualification System Guide
14. FEMA, National Incident Management System (NIMS)
15. FEMA, National Response Framework, June 2016
16. FEMA, Emergency Responder Field Operations Guide (ER-FOG), October 2010
17. National Wildfire Coordinating Group (NWCG), National Incident Management System Wildland Fire Qualification System Guide, PMS 310-1, Physical Fitness Levels, October 2016
18. Occupational Safety and Health Administration (OSHA) 29 Code of Federal Regulations (CFR) Part 1910.120: Hazardous Materials Awareness, latest edition adopted
19. OSHA 29 CFR Part 1910.134: Respiratory Protections, latest edition adopted
20. U.S. Department of Health and Human Services, Centers for Disease Control and Prevention (CDC), Immunization Recommendations for Disaster Responders

## NOTES

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

**Superseded**