

FATALITY MANAGEMENT MORGUE ADMITTING SPECIALIST (NQS)

RESOURCE CATEGORY	Medical and Public Health
RESOURCE KIND	Personnel
OVERALL FUNCTION	The Fatality Management (FM) Morgue Admitting Specialist processes human remains entering the morgue
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 security, lodging, transportation, and meals, prior to deployment 4. This position typically works 12 hours per shift, is self-sustainable for 72 hours, and is deployable for up to 14 days 5. 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 Morgue Admitting Specialist:</p> <ol style="list-style-type: none"> 1. Serves as leader for admitting and escort staff 2. Receives instructions from FM Morgue Processing Unit Leader about duties and procedures 3. Issues a morgue reference number (MRN) and assigns FM Morgue Escort to physically move each set of human remains through the appropriate morgue stations 4. Ensures proper documentation of every set of human remains processed from initial receipt from the field through final release to funeral service providers 5. Maintains security and control over logbooks or case file folders as directed 6. Reports directly to the FM Morgue Processing Unit Leader 	Not Specified
EDUCATION	High school diploma or equivalent	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-700: National Incident Management System, An Introduction 	Not Specified

Superseded

COMPONENT	SINGLE TYPE	NOTES
EXPERIENCE	<p>Knowledge, Skills, and Abilities: Intermediate computer skills, including e-mail, internet, word processing, and spreadsheet proficiency</p> <p>Experience: 1. Successful completion of the National Qualification System (NQS) Position Task Book (PTB) for the National Incident Management System (NIMS) Fatality Management Morgue Admitting Specialist, or equivalent Authority Having Jurisdiction (AHJ) documentation 2. Body processing or investigative experience in a medical examiner's office, coroner system, law enforcement agency, mortuary, or other forensic-related career environment</p>	Not Specified
PHYSICAL/MEDICAL FITNESS	<p>1. Performs duties under arduous circumstances characterized by working consecutive 12-hour days under physical and emotional stress for sustained periods of time 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</p>	Not Specified
CURRENCY	Functions in this position during an operational incident, exercise, drill, or simulation at least once every two years	Not Specified
PROFESSIONAL AND TECHNICAL LICENSES AND CERTIFICATIONS	Not Specified	Not Specified

Superseded



Position Qualification for Fatality Management Services
Medical and Public Health

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 509: Fatality Management Morgue Processing Unit Leader
3. FEMA, NIMS 509: Fatality Management Morgue Escort
4. FEMA, Position Task Book for Fatality Management Morgue Admitting Specialist
5. FEMA, National Qualification System Guide
6. FEMA, National Incident Management System (NIMS)
7. FEMA, National Response Framework, June 2016
8. FEMA, Emergency Responder Field Operations Guide (ER-FOG), October 2010
9. National Wildfire Coordinating Group (NWCG), National Incident Management System Wildland Fire Qualification System Guide, PMS 310-1, Physical Fitness Levels, October 2016
10. U.S. Department of Health and Human Services, Centers for Disease Control and Prevention (CDC), Immunization Recommendations for Disaster Responders

Superseded