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# Office of the Chief Medical Examiner

[www.ocme.dc.gov](http://www.ocme.dc.gov)

Telephone: 202-698-9000

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Description	FY 2014 Actual	FY 2015 Approved	FY 2016 Proposed	% Change from FY 2015
Operating Budget	\$8,416,820	\$9,518,949	\$10,558,008	10.9
FTEs	61.9	70.0	73.0	4.3

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The mission of the Office of the 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 2016 proposed budget is presented in the following tables:

## FY 2016 Proposed Gross Funds Operating Budget, by Revenue Type

Table FX0-1 contains the proposed FY 2016 agency budget compared to the FY 2015 approved budget. It also provides FY 2013 and FY 2014 actual expenditures.

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

<b>Appropriated Fund</b>	<b>Actual FY 2013</b>	<b>Actual FY 2014</b>	<b>Approved FY 2015</b>	<b>Proposed FY 2016</b>	<b>Change from FY 2015</b>	<b>Percent Change*</b>
<b>General Fund</b>						
Local Funds	7,543	8,392	9,519	10,501	983	10.3
<b>Total for General Fund</b>	<b>7,543</b>	<b>8,392</b>	<b>9,519</b>	<b>10,501</b>	<b>983</b>	<b>10.3</b>
<b>Intra-District Funds</b>						
Intra-District Funds	12	25	0	57	57	N/A
<b>Total for Intra-District Funds</b>	<b>12</b>	<b>25</b>	<b>0</b>	<b>57</b>	<b>57</b>	<b>N/A</b>
<b>Gross Funds</b>	<b>7,555</b>	<b>8,417</b>	<b>9,519</b>	<b>10,558</b>	<b>1,039</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 2016 Operating Appendices** located on the Office of the Chief Financial Officer's website.

## FY 2016 Proposed Full-Time Equivalents, by Revenue Type

Table FX0-2 contains the proposed FY 2016 FTE level compared to the FY 2015 approved FTE level by revenue type. It also provides FY 2013 and FY 2014 actual data.

**Table FX0-2**

<b>Appropriated Fund</b>	<b>Actual FY 2013</b>	<b>Actual FY 2014</b>	<b>Approved FY 2015</b>	<b>Proposed FY 2016</b>	<b>Change from FY 2015</b>	<b>Percent Change</b>
<b>General Fund</b>						
Local Funds	59.2	61.9	70.0	73.0	3.0	4.3
<b>Total for General Fund</b>	<b>59.2</b>	<b>61.9</b>	<b>70.0</b>	<b>73.0</b>	<b>3.0</b>	<b>4.3</b>
<b>Total Proposed FTEs</b>	<b>59.2</b>	<b>61.9</b>	<b>70.0</b>	<b>73.0</b>	<b>3.0</b>	<b>4.3</b>

## FY 2016 Proposed Operating Budget, by Comptroller Source Group

Table FX0-3 contains the proposed FY 2016 budget at the Comptroller Source Group (object class) level compared to the FY 2015 approved budget. It also provides FY 2013 and FY 2014 actual expenditures.

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

Comptroller Source Group	Actual FY 2013	Actual FY 2014	Approved FY 2015	Proposed FY 2016	Change from FY 2015	Percent Change*
11 - Regular Pay - Continuing Full Time	4,585	5,008	6,130	6,583	454	7.4
12 - Regular Pay - Other	184	116	0	378	378	N/A
13 - Additional Gross Pay	361	414	641	258	-383	-59.7
14 - Fringe Benefits - Current Personnel	949	1,015	1,286	1,462	176	13.7
15 - Overtime Pay	189	141	225	149	-76	-33.6
<b>Subtotal Personal Services (PS)</b>	<b>6,268</b>	<b>6,695</b>	<b>8,282</b>	<b>8,831</b>	<b>549</b>	<b>6.6</b>
20 - Supplies and Materials	319	475	265	549	285	107.6
31 - Telephone, Telegraph, Telegram, Etc.	27	0	10	10	0	-2.3
40 - Other Services and Charges	658	683	639	763	125	19.5
41 - Contractual Services - Other	69	287	308	374	66	21.4
70 - Equipment and Equipment Rental	212	278	15	30	15	100.0
91 - Expense Not Budgeted Others	1	0	0	0	0	N/A
<b>Subtotal Nonpersonal Services (NPS)</b>	<b>1,286</b>	<b>1,722</b>	<b>1,237</b>	<b>1,727</b>	<b>490</b>	<b>39.6</b>
<b>Gross Funds</b>	<b>7,555</b>	<b>8,417</b>	<b>9,519</b>	<b>10,558</b>	<b>1,039</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 Certifications** – 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.

**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.

**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 so 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.

**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, 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 Chief Medical Examiner has no division structure changes in the FY 2016 proposed budget.

## FY 2016 Proposed Operating Budget and FTEs, by Division and Activity

Table FX0-4 contains the proposed FY 2016 budget by division and activity compared to the FY 2015 approved budget. It also provides the FY 2014 actual data.

**Table FX0-4**

(dollars in thousands)

Division/Activity	Dollars in Thousands				Full-Time Equivalents			
	Actual FY 2014	Approved FY 2015	Proposed FY 2016	Change from FY 2015	Actual FY 2014	Approved FY 2015	Proposed FY 2016	Change from FY 2015
<b>(1000) Administrative/Agency Management</b>								
(1010) Personnel	29	93	99	6	0.9	1.0	1.0	0.0
(1020) Training	209	248	180	-67	3.5	3.0	2.0	-1.0
(1040) Information Technology	412	457	451	-5	2.6	3.0	3.0	0.0
(1060) Legal	0	0	160	160	0.0	0.0	1.0	1.0
(1070) Fleet Management	33	46	49	2	0.0	0.0	0.0	0.0
(1085) Customer Service	160	142	378	237	2.6	2.0	4.0	2.0
(1090) Performance Management	706	1,157	935	-222	4.4	7.0	5.0	-2.0
<b>Subtotal (1000) Administrative/Agency Management</b>	<b>1,550</b>	<b>2,141</b>	<b>2,252</b>	<b>111</b>	<b>14.1</b>	<b>16.0</b>	<b>16.0</b>	<b>0.0</b>
<b>(100F) Agency Financial Operations</b>								
(110F) Budget Operations	101	114	157	43	0.9	1.0	1.0	0.0
<b>Subtotal (100F) Agency Financial Operations</b>	<b>101</b>	<b>114</b>	<b>157</b>	<b>43</b>	<b>0.9</b>	<b>1.0</b>	<b>1.0</b>	<b>0.0</b>
<b>(2000) Death Investigations and Certifications</b>								
(2100) Forensic Pathology	1,968	2,068	2,032	-36	8.8	10.0	8.0	-2.0
(2200) Forensic Investigations	1,906	2,041	2,378	337	15.9	18.0	20.0	2.0
(2300) Mortuary Services	94	0	0	0	0.0	0.0	0.0	0.0
(2301) Forensic Support Services	1,043	1,344	1,666	323	10.6	11.0	13.0	2.0
<b>Subtotal (2000) Death Investigations and Certifications</b>	<b>5,010</b>	<b>5,453</b>	<b>6,077</b>	<b>624</b>	<b>35.4</b>	<b>39.0</b>	<b>41.0</b>	<b>2.0</b>
<b>(3000) Fatality Review Committees</b>								
(3100) Child Fatality Review Committee	309	421	477	57	2.6	4.0	4.0	0.0
<b>Subtotal (3000) Fatality Review Committees</b>	<b>309</b>	<b>421</b>	<b>477</b>	<b>57</b>	<b>2.6</b>	<b>4.0</b>	<b>4.0</b>	<b>0.0</b>
<b>(4000) Forensic Toxicology</b>								
(4100) Forensic Toxicology Lab	1,447	1,391	1,595	205	8.8	10.0	11.0	1.0
<b>Subtotal (4000) Forensic Toxicology</b>	<b>1,447</b>	<b>1,391</b>	<b>1,595</b>	<b>205</b>	<b>8.8</b>	<b>10.0</b>	<b>11.0</b>	<b>1.0</b>
<b>Total Proposed Operating Budget</b>	<b>8,417</b>	<b>9,519</b>	<b>10,558</b>	<b>1,039</b>	<b>61.9</b>	<b>70.0</b>	<b>73.0</b>	<b>3.0</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 2016 Operating Appendices** located on the Office of the Chief Financial Officer's website.

## **FY 2016 Proposed Budget Changes**

The Office of the Chief Medical Examiner's (OCME) proposed FY 2016 gross budget is \$10,558,008, which represents a 10.9 percent increase over its FY 2015 approved gross budget of \$9,518,949. The budget is comprised of \$10,501,493 in Local funds and \$56,515 in Intra-District 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 2015 approved budget across multiple divisions, and it estimates how much it would cost an agency to continue its current divisions and operations into the following fiscal year. The FY 2016 CSFL adjustments to the FY 2015 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 2016 CSFL budget is \$9,973,949, which represents a \$455,000, or 4.8 percent, increase over the FY 2015 approved Local funds budget of \$9,518,949.

### **CSFL Assumptions**

The FY 2016 CSFL calculated for OCME included adjustment entries that are not described in detail on table 5. These adjustments were made for a net increase of \$298,557 in personal services to account for approved compensation agreements implemented in FY 2015, and an increase of \$26,656 in nonpersonal services based on the Consumer Price Index factor of 2.2 percent.

OCME's CSFL funding for Other Adjustments reflects a net increase of \$129,787. The amount is comprised of an increase of \$147,669 for the transfer of 1.0 Full-Time Equivalent (FTE) attorney position from the Office of the Attorney General of the District of Columbia, and a decrease of \$17,882 to account for proper funding of compensation and classification reforms within the Workforce Investments fund for Compensation Groups 1 and 2.

### **Agency Budget Submission**

**Increase:** In Local funds, OCME's personal services budget increased by \$141,609 and 2.0 FTEs. The agency added two Mortuary Technician positions in the Death Investigations and Certifications division to better assist with forensic services. Additional changes in personal services occurred across multiple divisions and include salary step increases, adjustments to Fringe Benefits to better align with projected costs, and changes to union pay schedules for Medical Doctors.

The agency's Intra-District funds budget increased by \$56,515 in accordance with two Letters of Intent with the Office of the Deputy Mayor for Public Safety and Justice. The increase is comprised of \$31,515 in the Administrative Management division to improve the quality and timeliness of forensic science and medical examiner services through continued education, and \$25,000 for toxicological testing of Drug Facilitated Sexual Assault (DFSA) specimens within the Forensic Toxicology division.

**Decrease:** In order to offset the projected increases in personal services, the agency decreased its nonpersonal services budget by \$141,609, primarily in the Death Investigations and Certifications division. Additionally, OCME's cleaning supplies, medical materials, and agency-managed telecommunication costs were reduced; however, they were offset by an increase in the agency's Contractual Services budget for the Wendt Center contract, which supports one of OCME's core functions of providing grief counseling to individuals and families.

**Technical Adjustment:** OCME's budget proposal includes an increase of \$547,739 across multiple programs. The increase consists of \$267,091 for body pickup and disposition, \$189,860 to purchase medical surgical

supplies, \$75,789 for equipment maintenance, and \$15,000 for a computer replacement plan. By increasing OCME’s nonpersonal services budget, the agency is able to improve the health and safety of District residents.

**Mayor’s Proposed Budget**

**Reduce:** In Local funds, OCME’s budget proposal includes a decrease of \$20,195 to reflect a reduction to on-call pay in the Death Investigations and Certifications division.

**District’s Proposed Budget**

**No Change:** The Office of the Chief Medical Examiner’s budget proposal reflects no change from the Mayor’s proposed budget to the District’s proposed budget.

**FY 2015 Approved Budget to FY 2016 Proposed Budget, by Revenue Type**

Table FX0-5 itemizes the changes by revenue type between the FY 2015 approved budget and the FY 2016 proposed budget.

**Table FX0-5**  
(dollars in thousands)

DESCRIPTION	DIVISION	BUDGET	FTE
<b>LOCAL FUNDS: FY 2015 Approved Budget and FTE</b>		<b>9,519</b>	<b>70.0</b>
Other CSFL Adjustments	Multiple Programs	455	1.0
<b>LOCAL FUNDS: FY 2016 Current Services Funding Level (CSFL) Budget</b>		<b>9,974</b>	<b>71.0</b>
Increase: To adjust personal services	Multiple Programs	142	2.0
Decrease: To offset projected increases in personal services	Multiple Programs	-142	0.0
Technical Adjustment: To support forensic services, maintenance, surgical supplies, and computer costs	Multiple Programs	548	0.0
<b>LOCAL FUNDS: FY 2016 Agency Budget Submission</b>		<b>10,522</b>	<b>73.0</b>
Reduce: Personal services costs	Death Investigations/ Certifications	-20	0.0
<b>LOCAL FUNDS: FY 2016 Mayor’s Proposed Budget</b>		<b>10,501</b>	<b>73.0</b>
No Change		0	0.0
<b>LOCAL FUNDS: FY 2016 District’s Proposed Budget</b>		<b>10,501</b>	<b>73.0</b>
<b>INTRA-DISTRICT FUNDS: FY 2015 Approved Budget and FTE</b>		<b>0</b>	<b>0.0</b>
Increase: To support program initiative(s)	Multiple Programs	57	0.0
<b>INTRA-DISTRICT FUNDS: FY 2016 Agency Budget Submission</b>		<b>57</b>	<b>0.0</b>
No Change		0	0.0
<b>INTRA-DISTRICT FUNDS: FY 2016 Mayor’s Proposed Budget</b>		<b>57</b>	<b>0.0</b>
No Change		0	0.0
<b>INTRA-DISTRICT FUNDS: FY 2016 District’s Proposed Budget</b>		<b>57</b>	<b>0.0</b>
<b>Gross for FX0 - Office of the Chief Medical Examiner</b>		<b>10,558</b>	<b>73.0</b>

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

## Agency Performance Plan

The agency has the following objectives and performance indicators for their divisions:

### Offices of the Chief and Administration

**Objective 1:** Provide forensic services in the areas of medicolegal death investigation and forensic pathology and toxicology through academic conferences, workshop, and seminars conducted for stakeholders, which include law enforcement; medical and health care providers; emergency management workers; first responders; university officials, residents and other students; and other government officials. Fulfill mission of providing forensic services.

**Objective 2:** Complete agency's Five-Year Strategic Plan.

**Objective 3:** Maintain agency accreditation status with the National Association of Medical Examiners (NAME).

### Medicolegal Death Investigation

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

**Objective 2:** Implementation of mass fatality management preparedness strategies.

**Objective 3:** Data Analysis Fusion Center quarterly reporting.

**Objective 4:** Death Investigation training program.

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## KEY PERFORMANCE INDICATORS

### Medicolegal Death Investigation

Measure	FY 2013 Actual	FY 2014 Target	FY 2014 Actual	FY 2015 Projection	FY 2016 Projection	FY 2017 Projection
Percent of all reports of postmortem examinations completed within 90 calendar days from the time of autopsy in all cases <sup>1</sup>	Not Available	Not Available	Not Available	50%	90%	90%
Percent of all reports or postmortem examinations completed within 60 calendar days from the time of autopsy in all cases <sup>2</sup>	Not Available	Not Available	Not Available	50%	50%	75%
Percent of public dispositions ready for release within 45 days <sup>3</sup>	Not Available	Not Available	Not Available	90%	90%	90%

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## KEY PERFORMANCE INDICATORS (Continued)

### Medicolegal Death Investigation

Measure	FY 2013 Actual	FY 2014 Target	FY 2014 Actual	FY 2015 Projection	FY 2016 Projection	FY 2017 Projection
Percent of preliminary investigative reports complete for utilization in the daily case review morning meetings	91%	95%	89%	95%	95%	95%
Percent of mortuary/transport service scene response within one hour of transport notification by an investigator or medical examiner of an accepted case	84%	90%	90%	95%	95%	95%
Percent of specimens transported to reference laboratory within one day after notification by a medical examiner (excluding weekends and holidays) <sup>4</sup>	Not Available	Not Available	Not Available	95%	95%	95%

### Forensic Toxicology

**Objective 1:** Testing and reporting enhancement.

**Objective 2:** Accreditation of the Breath Alcohol Testing program.

**Objective 3:** Increase contributions to the scientific community.

## KEY PERFORMANCE INDICATORS

### Forensic Toxicology

Measure	FY 2013 Actual	FY 2014 Target	FY 2014 Actual	FY 2015 Projection	FY 2016 Projection	FY 2017 Projection
Percent of toxicology examinations completed within 60 calendar days of case submission	82%	90%	62%	90%	90%	90%
Percent of toxicology examinations completed within 45 calendar days of case submission <sup>5</sup>	81%	90%	58% <sup>6</sup>	90%	90%	90%

## Fatality Review

**Objective 1:** Improvement in delivery service and outcomes for those populations served by the Fatality Review division.

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### KEY PERFORMANCE INDICATORS

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#### Fatality Review

Measure	FY 2013 Actual	FY 2014 Target	FY 2014 Actual	FY 2015 Projection	FY 2016 Projection	FY 2017 Projection
Percent of Child Fatality Review Committee (CFRC) fatality reviews held within six months of notification of the death	80%	70%	88%	70%	70%	80%
Percent of Development Disabilities Services (DDS) fatality reviews held within three months of receipt of the investigative report from the Department of Human Services/DDS and determination of the cause and manner of death	100%	80%	100%	80%	80%	90%

#### Performance Plan Endnotes:

<sup>1</sup>This new measure is an industry standard adopted by National Association of Medical Examiners (NAME) within its accreditation guidelines as revised in 2014.

<sup>2</sup>This is a new measure.

<sup>3</sup>Ibid.

<sup>4</sup>Ibid.

<sup>5</sup>The industry standard adopted by NAME is “the percent of toxicology examinations completed within 60 calendar days of case submission.” As such, the agency’s goal is above industry standard in measuring a completion rate of 45 calendar days.

<sup>6</sup>Data as of July 2014.