

Item # 7



Office of the Medical Examiner City of St. Louis



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Kanayo Tatsumi, MD
Chief Medical Examiner

February 6, 2026



BJ

Joseph Prahlow, MD
Deputy Medical Examiner

Honorable Board of Estimate and Apportionment
Room 414 City Hall
1200 Market Street
St. Louis, MO 63103

Tatiana Bihun, MD
Assistant Medical Examiner

Katie Hanson, MD
Assistant Medical Examiner

Dear Honorable Board Members:

Tara M. Rick, F-ABMDI
Executive Director of Operations

The Medical Examiner's Office respectfully requests your approval to change our Table of Organizations as follows:

- 1) Eliminate one Medicolegal Investigator II position (Code M2352, 14G).
- 2) Add one Medicolegal Investigator III position (Code M2353, 16G).
 - a. This job classification will help attract and retain qualified competent experienced medicolegal death investigators.

The benefits of this re-classification should include:

- More focus on day-to-day operations, especially as deaths and caseloads increase
- Ability for staff to focus on one area, build expertise and improve efficiency and effectiveness
- More efficient processes that will speed up morgue operations for the city
- Trained personnel to effectively and efficiently work alongside forensic Pathologists

No additional funding is needed FY26. The fund number for this request is 1000 General Fund. This is a full-time position – Account 510100.

Sincerely,

Kanayo Tatsumi, MD
Chief Medical Examiner
City of St. Louis

February 6, 2026



Office of the Medical Examiner

City of St. Louis

Job Description



CLASS TITLE & CLASS CODE:

Medicolegal Investigator III M2353

DEFINITION:

This position is under the immediate supervision of the Medicolegal Investigation Supervisor. Conducts specialized medicolegal death investigations in the office and out in the field which occur within the jurisdiction of Medical Examiner Law RSMO Chapter 58.720 and occur within the geographic boundaries of the City of St. Louis.

EXAMPLE OF DUTIES:

Investigators will understand the Medical Examiner's role, function, laws, and jurisdictional requirements. Investigators will conduct medicolegal investigations into the cause, manner, and circumstances of death in accordance with the guidelines of the American Board of Medicolegal Death Investigators, the standards of the National Association of Medical Examiners, Homeland Security, and the Department of Justice. Investigators will safely operate a city vehicle to respond to and investigate deaths at a death scene. Investigators will practice universal health precautions and crime scene investigation protocols to preserve, avoid destruction, loss, or contamination of any forensic evidence. Investigators will maintain property inventory and chain of custody of all property and evidence. Safe scene practices will be utilized at all times.

KNOWLEDGE AND SKILLS:

Investigators will have ABMDI certification within one year of employment, an associate/bachelor's degree or advance degree with major coursework in criminal justice, forensics, crime scene investigation, anthropology, medicolegal death investigation, law enforcement, biology, anatomy, pharmacology, nursing, funeral sciences or related studies. Investigators may also have five years prior work experience in a medicolegal, criminal investigative and/or any equivalent combination of related education, or training that enable meeting the key requirements. Investigators are responsible for keeping their credentials and skills up to standards.

Investigations may involve interviewing witnesses including medical professionals, police officers, and family members regarding the details of a case. The types of death investigators will encounter include natural and non-natural fatalities, child death, homicidal violence, suicide, drug and alcohol related death, motor vehicular, after-the fact deaths, deaths that occur in a home or public place, deaths due to environmental conditions, contagious or considered public health threat and others as described in the state law. Investigators are also prepared to investigate multi-fatality incidents.

Medicolegal Investigator III Job Description *(continued)*

Investigators must complete, at minimum, a basic incident command training (NIMS 100, 200, 700, 800) in accordance with FEMA/Homeland Security federal requirements for preparedness in order to be eligible for federal assistance, grants, and contracts.

All investigations are entered into a system computer (MDILog) at each stage. The Investigator prepares detailed narrative reports, in addition to requests for supporting medical documentation from outside agencies and law enforcement. Excellent interview and writing skills are required.

This position requires he/she physically perform the essential functions of the job including the ability to lift and move decedents of various sizes and conditions; handle the psychological effects of death; maintain the confidentiality and integrity of information; adhere to stringent sanitation and biohazard measures; and communicate effectively orally and in writing. Strong attention to detail, telephone and computer skills are a necessity. He/she will use the office computers for work, clocking in/out for duty, or other work-related functions.

Investigators will interact with individuals undergoing major loss, grief, and bereavement. Investigators should have the mobility and stamina to work in a combined office and field setting; and ability to work quickly and independently in this busy urban Medical Examiner's Office. The office conducts investigations 365 days a year, 24 hours a day. Flexibility to work evening, night, holiday and weekend shifts is required. He/she must work as a team player and pick up additional tasks as needed. He/she must maintain good communication with all members of the office.

Investigators will be expected to attending training as directed by the Chief Medical Examiner and Executive Director of Operations.

St. Louis City is a drug and alcohol-free workplace. A pre-employment drug screen is required for all positions. Employment is contingent on successfully passing all appropriate background checks and drug screen. Incumbents are subject to random drug screen and alcohol tests as a condition of their employment.

Medical Examiner's Office Organization Chart

As of November 5, 2025



Chief Medical Examiner
Kanayo Tatsumi, M.D.

