
Office of the Chief Medical Examiner

www.ocme.dc.gov
Telephone: 202-698-9000

Description	FY 2010 Actual	FY 2011 Approved	FY 2012 Proposed	% Change from FY 2011
Operating Budget	\$8,407,388	\$7,378,261	\$7,659,313	3.8
FTEs	72.2	70.0	68.0	-2.9

The mission of the Office of 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, those 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 disposition of unclaimed remains. For more information on the agency's powers and duties, please refer to District of Columbia Official Code Sections 5-1401 to 5-1418.

The agency's FY 2012 proposed budget is presented in the following tables:

FY 2012 Proposed Gross Funds Operating Budget, by Revenue Type

Table FX0-1 contains the proposed FY 2012 agency budget compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

Table FX0-1
(dollars in thousands)

Appropriated Fund	Actual FY 2009	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change*
General Fund						
Local Funds	9,170	8,074	7,113	7,569	457	6.4
Special Purpose Revenue Funds	210	251	266	0	-266	-100.0
Total for General Fund	9,380	8,325	7,378	7,569	191	2.6
Intra-District Funds						
Intra-District Funds	52	83	0	90	90	N/A
Total for Intra-District Funds	52	83	0	90	90	N/A
Gross Funds	9,432	8,407	7,378	7,659	281	3.8

*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 2012 Operating Appendices** located on the Office of the Chief Financial Officer's website.

FY 2012 Proposed Full-Time Equivalents, by Revenue Type

Table FX0-2 contains the proposed FY 2012 FTE level compared to the FY 2011 approved FTE level by revenue type. It also provides FY 2009 and FY 2010 actual data.

Table FX0-2

Appropriated Fund	Actual FY 2009	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change
General Fund						
Local Funds	65.4	70.4	68.0	68.0	0.0	0.0
Special Purpose Revenue Funds	1.1	1.8	2.0	0.0	-2.0	-100.0
Total for General Fund	66.5	72.2	70.0	68.0	-2.0	-2.9
Total Proposed FTEs	66.5	72.2	70.0	68.0	-2.0	-2.9

FY 2012 Proposed Operating Budget, by Comptroller Source Group

Table FX0-3 contains the proposed FY 2012 budget at the Comptroller Source Group (object class) level compared to the FY 2011 approved budget. It also provides FY 2009 and FY 2010 actual expenditures.

Table FX0-3
(dollars in thousands)

Comptroller Source Group	Actual FY 2009	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Percent Change*
11 - Regular Pay - Cont Full Time	4,873	4,814	5,181	5,092	-89	-1.7
12 - Regular Pay - Other	285	311	185	185	0	0.0
13 - Additional Gross Pay	313	382	204	301	97	47.8
14 - Fringe Benefits - Curr Personnel	952	1,066	1,013	1,119	106	10.5
15 - Overtime Pay	173	90	18	70	52	300.0
Subtotal Personal Services (PS)	6,597	6,663	6,601	6,767	166	2.5
20 - Supplies and Materials	273	197	182	181	-1	-0.5
30 - Energy, Comm. and Bldg Rentals	253	195	0	0	0	N/A
31 - Telephone, Telegraph, Telegram, Etc	90	43	0	0	0	N/A
32 - Rentals - Land and Structures	11	0	0	0	0	N/A
33 - Janitorial Services	44	91	0	0	0	N/A
34 - Security Services	410	25	0	0	0	N/A
35 - Occupancy Fixed Costs	150	175	0	0	0	N/A
40 - Other Services and Charges	760	566	515	514	-1	-0.2
41 - Contractual Services - Other	363	376	65	69	4	5.4
70 - Equipment and Equipment Rental	482	76	16	129	113	706.2
Subtotal Nonpersonal Services (NPS)	2,835	1,744	778	892	115	14.7
Gross Funds	9,432	8,407	7,378	7,659	281	3.8

*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 Certification - is responsible for forensic pathology, forensic investigation, and forensic support services. Forensic pathology involves conducting decedent examination, certifying the cause and manner of death and providing that information to next of kin and law enforcement, as well as 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.

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 in order that the agency may provide accurate death investigation and certification 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.

Fatality Review - responsible for reviewing 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.

Administrative/Agency Management - provides for administrative support and the required tools to achieve operational and programmatic results. This program is standard for all agencies using division-based budgeting.

Agency Financial Operations - provides comprehensive and efficient financial management services to, and on behalf of, the District agencies so that the financial integrity of the District of Columbia is maintained. This program is standard for all agencies using division-based budgeting.

Division Structure Change

The Office of the Chief Medical Examiner has no division structure changes in the FY 2012 Proposed Budget.

FY 2012 Proposed Operating Budget and FTEs, by Division and Activity

Table FX0-4 contains the proposed FY 2012 budget by division and activity compared to the FY 2011 approved budget. It also provides the FY 2010 actual data.

Table FX0-4

(dollars in thousands)

Division/Activity	Dollars in Thousands				Full-Time Equivalents			
	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011	Actual FY 2010	Approved FY 2011	Proposed FY 2012	Change from FY 2011
(1000) Administrative Management Program								
(1010) Personnel	363	164	173	9	3.8	2.0	2.0	0.0
(1015) Training	12	0	0	0	0.0	0.0	0.0	0.0
(1017) Labor Management	12	0	0	0	0.0	0.0	0.0	0.0
(1020) Training	321	294	298	4	2.7	4.0	4.0	0.0
(1030) Property Management	669	16	6	-10	1.0	0.0	0.0	0.0
(1040) Information Technology	301	375	461	86	2.7	3.0	3.0	0.0
(1050) Financial Management	93	0	0	0	0.9	0.0	0.0	0.0
(1055) Risk Management	13	0	0	0	0.0	0.0	0.0	0.0
(1070) Fleet Management	44	42	39	-3	0.0	0.0	0.0	0.0
(1080) Communciations	324	0	29	29	5.4	0.0	0.0	0.0
(1085) Customer Service	214	184	181	-2	4.5	3.0	3.0	0.0
(1090) Performance Management	121	800	725	-75	1.8	6.0	6.0	0.0
Subtotal (1000) Administrative Management Program	2,489	1,875	1,913	38	23.0	18.0	18.0	0.0
(100F) Agency Financial Operation								
(110F) Budget Operations	0	119	121	3	0.0	1.0	1.0	0.0
Subtotal (100F) Agency Financial Operation	0	119	121	3	0.0	1.0	1.0	0.0
(2000) Death Investigations/ Certifications								
(2100) Forsenic Pathology	2,040	1,536	1,680	144	10.1	9.0	9.0	0.0
(2200) Forsenic Investigations	1,290	1,532	1,669	137	12.7	16.0	16.0	0.0
(2300) Mortuary Services	1,294	0	0	0	13.6	0.0	0.0	0.0
(2301) Forensic Support Services	0	1,189	1,070	-119	0.0	13.0	12.0	-1.0
(2400) Laboratory Services	912	0	0	0	7.3	0.0	0.0	0.0
(2500) MRDDA	0	0	0	0	0.0	0.0	0.0	0.0
Subtotal (2000) Death Investigations/ Certifications	5,537	4,258	4,420	162	43.7	38.0	37.0	-1.0
(3000) Fatality Review Committees								
(3100) Child Fatality Review Committee	328	291	295	4	5.4	3.0	3.0	0.0
(3300) Domestic Violence Review Committee	54	0	0	0	0.0	0.0	0.0	0.0
Subtotal (3000) Fatality Review Committees	382	291	295	4	5.4	3.0	3.0	0.0
(4000) Forensic Toxicology								
(4100) Forensic Toxicology Lab	0	836	910	74	0.0	10.0	9.0	-1.0
Subtotal (4000) Forensic Toxicology	0	836	910	74	0.0	10.0	9.0	-1.0
Total Proposed Operating Budget	8,407	7,378	7,659	281	72.2	70.0	68.0	-2.0

(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 2012 Operating Appendices** located on the Office of the Chief Financial Officer's website.

FY 2012 Proposed Budget Changes

Intra-Agency Adjustments: OCME had increases in its personal services of \$160,600 due to annual increases in steps and fringe benefits. Additionally, the agency increased its overtime budget by \$52,500 to align with historical spending. The agency was able to absorb these costs by identifying efficiencies in their nonpersonal services budget, which remains budgeted at a sufficient level for the agency to continue to meet service expectations. Excluding the one-time costs and District-wide policy decisions that are explained below, the agency remains funded at the same spending level as FY 2011.

Cost Savings: For OCME to continue to operate efficiently and maintain accreditation with the National Association of Medical Examiners (NAME), the vacant position of the medical legal investigator was reclassified for the pathologist assistant position. A savings of \$47,912 was realized from this exchange, and will be used to address areas such as medical supplies and the Wendt Center services for grief counseling.

Transfers Out: The Local funds budget was decreased by \$12,376 due to a transfer of the Local portion of the information technology assessment to the Office of the Chief Technology Officer (OCTO).

Shift: OCME shifted \$215,000 of funds previously designated as Special Purpose Revenue funds to Local funds. Also, Special Purpose Revenue funds decreased by \$75,000 in supplies and other services and charges.

Cost Increase: The budget of OCME has increased by \$129,000 to fund the movement of the agency's offices and hardware equipment from 1910 Massachusetts Avenue, S.E. to the new Consolidated Forensic Laboratory located at 4th and School Streets, S.W. These costs are non-recurring. \$68,530 was provided to fully fund the Wendt Center contract. \$90,000 was also provided to fund medical supplies.

Transfer In: \$90,000 is transferred through Intra-District from the Office of Justice Grants Administration to fund Other Services and Charges.

Protected Programs: The District remains committed to maintaining OCME's accreditation by NAME. OCME continues to make progress in that regard by working with and eliminating all deficiencies identified by NAME auditors. This budget proposal protects OCME mission-critical programs that are central to this effort, while still requiring the agency to operate efficiently in FY 2012.

FY 2011 Approved Budget to FY 2012 Proposed Budget, by Revenue Type

Table FX0-5 itemizes the changes by revenue type between the FY 2011 approved budget and the FY 2012 proposed budget.

Table FX0-5

(dollars in thousands)

	PROGRAM	BUDGET	FTE
LOCAL FUNDS: FY 2011 Approved Budget and FTE		7,113	68.0
Cost Increase: Increase in net personal services for step increase and fringe benefits	Multiple Programs	161	-2.0
Cost Increase: Increase agency overtime	Multiple Programs	52	0.0
Cost Decrease: Decrease in supplies	Multiple Programs	-108	0.0
Cost Decrease: Decrease in other services and charges	Multiple Programs	-24	0.0
Cost Decrease: Decrease in contracts	Death Investigations/Certifications	-65	0.0
Cost Decrease: Decrease in equipment	Administrative Management Program	-16	0.0
FY 2012 Initial Adjusted Budget		7,113	66.0
Cost Increase: Increase in supplies	Death Investigations/Certifications	90	0.0
Cost Increase: Increase professional services	Death Investigations/Certifications	14	0.0
Cost Decrease: Decrease in personal services	Death Investigations/Certifications	-48	0.0
Cost Increase: Increase in contractual services (includes funding for Wendt Center Contract)	Death Investigations/Certifications	69	0.0
Cost Increase: Increase in equipment and equipment rental - one-time funding	Administrative	129	0.0
Transfer Out: Transfer Local portion of the IT assessment to OCTO	Administrative	-12	0.0
Shift: Shift Special Purpose Revenue funds to Local funds	Death Investigations/Certifications	215	2.0
LOCAL FUNDS: FY 2012 Proposed Budget and FTE		7,569	68.0
SPECIAL PURPOSE REVENUE FUNDS: FY 2011 Approved Budget and FTE		266	2.0
Cost Increase: Increase in supplies	Administrative Management Program	24	0.0
FY 2012 Initial Adjusted Budget		290	2.0
Shift: Convert Special Purpose Revenue funds to Local funds	Multiple Programs	-215	-2.0
Cost Decrease: Decrease supplies and other services and charges	Multiple Programs	-75	0.0
SPECIAL PURPOSE REVENUE FUNDS: FY 2012 Proposed Budget and FTE		0	0.0
INTRA-DISTRICT FUNDS: FY 2011 Approved Budget and FTE		0	0.0
Transfer In: Intra-District transfer from Justice Grant Administration	Forensic Toxicology Administration	90	0.0
INTRA-DISTRICT FUNDS: FY 2012 Proposed Budget and FTE		90	0.0
Gross for FX0 - Office of the Chief Medical Examiner		7,659	68.0

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

Agency Performance Plan

The agency's performance plans has the following objectives for FY 2012:

1. Offices of the Chief and Administration

Objective 1: Maintain high quality office and system operations to support effective medicolegal death investigation, efficient and quality autopsy reporting, and accurate certification of deaths.

2. Death Investigation and Certification

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

Death Investigation and Certification

Measure	FY 2009 Actual	FY 2010 Target	FY 2010 Actual	FY 2011 Projection	FY 2012 Projection	FY 2013 Projection
Percentage of reports of all postmortem examinations completed within 60 calendar days from time of autopsy ¹	Not Available	90%	88.74%	90%	90%	90%
Percentage of positively identified bodies ready for release within 48 hours	94%	95%	95.30%	95%	95%	95%
Percentage of primary contacts (case decision for jurisdiction) made within eight hours of case assignment to investigator	93%	95%	91.13%	95%	95%	95%
Percentage of mortuary scene response within one hour of notification that case has been accepted for OCME jurisdiction by an investigator or medical examiner	91%	90%	92.66%	95%	95%	95%

3. Forensic Toxicology

Objective 1: Prepare and submit an application for accreditation of the Forensic Toxicology Laboratory by the American Board of Forensic Toxicology (ABFT).

Forensic Toxicology

Measure	FY 2009 Actual	FY 2010 Target	FY 2010 Actual	FY 2011 Projection	FY 2012 Projection	FY 2013 Projection
Percentage of toxicology examinations completed within 90 calendar days of case submission ²	Not Available	90%	99.79%	90%	90%	90%
Percentage of Litigation Packages prepared within 10 business days of formal written request ³	Not available	Not available	Not available	90%	90%	90%

4. Fatality Review

Objective 1: Provide analysis and make recommendations that result in improved services and outcomes for those populations served by the Fatality Review Unit.

Fatality Review

Measure	FY 2009 Actual	FY 2010 Target	FY 2010 Actual	FY 2011 Projection	FY 2012 Projection	FY 2013 Projection
Percentage of CFRC fatality reviews held within six months of notification of the death	90%	85%	85.53%	90%	90%	90%
Percentage of MRDD fatality reviews held within three months of receipt of the investigative report from DHS/DDS and determination of the cause and manner of death	94%	90%	100%	90%	90%	90%

CFRC: Child Fatality Review Committee

MRDD: Mental Retardation and Developmental Disabilities

DHS: Department of Human Services

DDS: Department on Disability Services

Performance Plan Endnotes:

1. This measure is an industry standard, adopted in September 2009, by the National Association of Medical Examiners (NAME) within its accreditation guidelines. The previous standard, which set forth a different percentage for completion of cases and varied deadlines for homicide and non-homicide cases, was used by the agency as a measure for FY 2009 and previous fiscal years. The agency is currently provisionally accredited and continues to work toward meeting the newly adopted measure.
2. This measure is an industry standard, adopted in September 2009, by the National Association of Medical Examiners (NAME) within its accreditation guidelines. The previous standard, which set forth a different percentage for completion of cases and varied deadlines for negative and positive cases, was used by the agency as a measure for FY 2009 and previous fiscal years.
3. This new measure establishes the performance of the Forensic Toxicology division in the preparation of Litigation Packages per Standard Operating Procedures that are required for laboratory accreditation by the American Board of Forensic Toxicologists (ABFT). After receipt of a formal written discovery request for litigation purposes, the turn-around time for completion of the legal documentation package is 10 business days.

