

**Hennepin County Medical Examiner (ME) Department  
Forensic Fellowship/Trainee Plan**

Hennepin County  
Department: ME  
Job Class: Physician Associate

Human Resources Approval/Date:

## **A. PURPOSE AND OBJECTIVES**

The Physician Assistant Forensic Fellowship Trainee Program assists the Hennepin County Medical Examiner's department in educating, recruiting, and retaining potential forensic pathologists to provide essential services to our region. In order to achieve this purpose, the following objectives are established:

1. Provide graduates of an accredited school of medicine with a Doctor of Medicine exposure to forensic practice under the direction of the Hennepin County's Chief Medical Examiner and/or the Graduate Medical Education (GME) Program Director.
2. Provide MD graduates structured education in forensic pathology that meets the requirements for the Accreditation Council for Graduate Medical Education (ACGME)
3. Provide MD graduates with the opportunity to grow both professionally and personally, through interaction with other professionals in the field of forensic science including law enforcement, criminal justice, laboratory services, and health care.
4. Under the supervision of board-certified forensic pathologists, the fellow will receive mentorship, instruction, performance evaluation and competency-based assessment to assist the participant in preparation for registration to the American Board of Pathology in Anatomic and Clinical Pathology and the subspecialty of Forensic Pathology. The program will foster skills to assure that the fellow will be qualified for a permanent position as a Forensic Pathology Physician Associate when the participant is board licensed.
5. Provide the Medical Examiner's Office with a recruitment tool in hiring newly licensed forensic pathologists that have the advantage of previous training in Hennepin County facilities and familiarity with the goals, objectives, policies and procedures of Hennepin County ME's Office.

## **B. TRAINEE REQUIREMENTS, RECRUITMENT AND SELECTION**

In order to be considered for participation in the ME's Forensic Fellow Trainee Program, the candidate must possess the following qualifications:

1. Have successfully completed his/her undergraduate medical education at least 3 years of Anatomic Pathology/Clinical Pathology (AP/CP) residency at an accredited medical education institution.
2. Have a current Minnesota Board of Medical Practice License before starting the program.
3. Meet all requirements for employment in accordance with Hennepin County Human Resources Rules.
4. Available to work the hours required for the position.

Applications submitted by candidates will be reviewed by the Chief Medical Examiner, GME Program Director and/or a designee will conduct interviews.

## **C. SALARY AND BENEFITS**

The pay shall be \$100,000/year. Payroll deduction will be taken as required by law. Deductions

for PERA will be managed in accordance with Hennepin County policy. There will not be merit or cola increases.

#### D. ORIENTATION

A forensics fellow may attend the Hennepin County New Employee Academy program.

#### E. TERMS OF THE PROGRAM

The program term commences on July 1 and terminates on June 30 of the following year. Conditions may be adjusted per agreement between the enrollee and the Chief Medical Examiner and/or GME Program Director.

#### F. PROGRAM COSTS

Trainee costs will be funded by the existing budget of the ME office.

#### G. REMOVAL FROM THE TRAINEE PROGRAM

The trainee appointment is not considered a permanent position, and therefore, the trainee is subject to removal at any time without right to an appeal.

#### Approvals:

*Jeni Super, HR BP Services Manager                      March 24, 2017*

*Luanne Laurents, OD & Comp Manager                      March 24, 2017*