



COTTAGE CITY POLICE DEPARTMENT

GENERAL ORDER

SUBJECT: NOTIFICATION OF MEDICAL EXAMINER

NEW REVISED RESCINDS

APPROVED: *GM*
GEORGIA MILTENBERGER
ACTING CHIEF OF POLICE

Effective Date 8/22/2018

I. POLICY

The Medical Examiner will be notified in all situations where an officer responds to a location where a death has occurred.

II. NOTIFICATION PROCEDURES

Notification will normally be made by communications at the request of the officer on the scene.

- A. When communicating directly with the Medical Examiner, the officer will provide the victim's name, if known, age, location found and any preliminary facts pertaining to the death.
- B. The Medical Examiner will decide whether to respond to the scene and/or will instruct the officer how to proceed.
- C. Whenever the Medical Examiner is notified, the appropriate PGPD investigator will also be notified by the officer.
- D. If the body is send for an autopsy at the Medical Examiner's Office in Baltimore, officers may use the following phone numbers for that office:
 - Main Office - 410-333-3250
 - Toxicology - 410-333-3240
 - Fax - 410-333-3063

- E. The officer will include in his/her report the date, time and name of the Medical Examiner notified, and what action the Medical Examiner took, i.e., responded to the scene, ordered an autopsy, released the body to a particular funeral home, etc.
- F. A body will not be moved unless authorized by the Medical Examiner.

III. GENERAL ORDER CROSS-REFERENCE

Because the Medical Examiner or Coroner must be notified in certain instances, the following Department General Orders are cross-referenced to this General Order:

- a. Accident Investigation
- b. Evidence Collection
- c. Suicide Notes