

Job Title	<b>Overdose Investigations &amp; Intervention Specialist</b>	Working Title: OD Specialist
Reports to:	Supervisor of Investigations, Director of Operations	
	Updated 09/2023	
Department	INVESTIGATIONS	
Position Description	Under general supervision, assists Forensic Investigators who respond to death scenes involving overdose and/or suspected overdose. Working conditions are in an office environment, morgue, outside exposure to temperature and weather variations, damp-wet surfaces, hazardous-toxic atmosphere, decomposing cadavers, infectious diseases, hazardous materials and unfavorable fumes, vapors, or odors.	
Major/Essential Functions	<ol style="list-style-type: none"> <li>1. Assist Forensic Investigators who respond to death scenes involving overdoses and or suspected overdose in Franklin County as authorized by the Ohio Revised Code (ORC) Section 313.</li> <li>2. May obtain circumstances of death from law enforcement/first responders, hospital staff, family, or funeral homes representative; data entry, respond to scene of death; assist in scene investigation; photograph scene; may examine cadavers for wounds and other evidence related to death; assist in the collection of and securing evidence from the body/scene; assist in providing inform next of kin what procedures are to follow and what steps they should take;</li> <li>3. Interview family and friends of decedents and prepare narratives that assist the forensic investigator in death investigation report to Pathology and Coroner.</li> <li>4. Obtain medical records, law enforcement reports, rehabilitation and/or outreach and treatment reports and other information as needed.</li> <li>5. Participate in Overdose Fatality Review Board Meetings, Community Outreach Meetings, and various partnership meetings with external stakeholders.</li> <li>6. Speak in public on a frequent basis on subject matter related to ODs.</li> <li>7. Communicate with families on procedures and educations resources available to them.</li> <li>8. Conduct follow up activities and interviews with families.</li> <li>9. Input and export data into and from ODMAP (or equivalent)</li> <li>10. Report data gaps, prevention strategies and community interventions and who is responsible as well as possible recommendations for prevention strategies and community interventions are available or have been initiated to decedent.</li> <li>11. Ensure safe and effective working environment by maintaining clean work areas, equipment, and instruments.</li> </ol>	
Occasional Duties	<ol style="list-style-type: none"> <li>1. Assist with educational activities and special projects as assigned.</li> <li>2. Make recommendations including policy recommendations.</li> <li>3. Assist in positive identification of decedents and may locate/notify next of kin</li> </ol>	
Qualifications	The ideal candidate is a graduate from an accredited college or university with a bachelor's degree in criminal justice, law enforcement, biological science, nursing, social work, public health, health administration, or another related field, or an equivalent combination of education and experience. Ability to effectively respond to inquiries, conflicts, and public relations issues; ability to communicate effectively, both verbally and in writing; ability to maintain effective working relationships with co-workers, County employees, government agencies, outside organizations, the news media, and the general public. Knowledge of ORC Section 313 and related sections; Ability to secure work area; ability to operate personal computer, facsimile, copier, digital cameras. Must secure and maintain a favorable background investigation, pre-employment screening, and urine drug screen; must acquire and maintain valid Ohio driver's license. English is the official language of this position.	
Preferred Qualifications	Knowledge of crime scene investigation procedures; knowledge of evidence collection and transfer techniques; knowledge of human anatomy; knowledge of criminal justice system; knowledge of medical terminology; knowledge of health and safety standards and practices. Skills in digit single-lens reflex camera. Successful completion of Mental Health First Aid Training. Language proficiency in other languages common to Franklin County, especially Spanish.	
Security Sensitive?	Yes	
Physical Demands	Physical requirements include assisting in lifting-carrying of 100-150 lbs. constantly; visual acuity, speech and hearing; hand and eye coordination and manual dexterity necessary to operate computer keyboard. Subject to smelling, handling, walking, sitting, standing, bending, reaching and twisting to perform the essential functions.	
Additional Requirements	Required completion during probationary period (180 days): <ol style="list-style-type: none"> <li>1. FEMA ICS 100, 200, and 700 courses</li> <li>2. Franklin County Human Resources Courses (Ethics, Customer Service, Multicultural Awareness, First Aid/CPR/AED and CRASE)</li> </ol>	
Pay Range	\$25.00 - \$32.00/ hr (based on experience)	

Regular or Temporary Essential Status	Regular Non-Essential
Full time or Part time	Full-time
Classified or Unclassified	Unclassified
Bargaining Unit	Non-bargaining
FLSA	Exempt
Job Category	Medical & Technical
Schedule	Hours may be fixed or rotating at management's discretion.
Benefits	Outstanding medical benefits including dental and optical. Employee Assistance Program, Paid holidays, Personal Days after probation, and Ohio PERS contribution.