

COUNTY OF MONTGOMERY
1430 DEKALB STREET
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OFFICE OF THE CORONER
CORONER
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ROLE OF THE INTERN

1. Assist autopsy technician and forensic pathologist:

Our internship program is made to be a hand-on experience. During autopsy, you will assist with prepping the room. This includes getting body's out of the cooler and setting up the proper supplies needed for each exam. You will assist the autopsy technicians with photographing the body and other significant findings, as well as personal property and evidence from each exam. Once the technicians have removed organs from the body, you will assist in recording the organ weights and any make notes of any other pertinent information. You will observe the pathologist as they dissect the organs. Once autopsies are complete, you will help the technicians clean the autopsy suite and all tools from exams. Interns will restock supplies, Please ask before touching any sharp items. You will also help restock supplies in the autopsy suite as well as keeping track of our cooler inventory.

2. Assist deputy coroners:

Each intern is assigned a deputy coroner to shadow for the duration of the internship. This opportunity is designed to educate and gain hands-on experience from an investigator's perspective. Interns will observe real-time death calls, provide feedback on jurisdictional cases, review medical records and police reports, enter cases and data into VertiQ, and assist deputies with daily duties. There will be an opportunity to go out to death scenes, record findings, and photograph the scene. The intern will utilize this time to take note of their observations and discuss them with the deputies.

3. Assist office manager with daily duties:

You will be given the opportunity to see how our office runs from every perspective. After examinations, interns will assist with general office duties such as filing documents, pulling case files, entering data into VertiQ, performing data abstracts for outlined cases and special projects.

4. Review older case files and photographs:

You will have the opportunity to review old and new case files within our office. You will also be able to review all photographs from cases while in our office. This will aid in becoming more familiar with specific findings and circumstances pertaining to the various death classifications.

5. Dress Code:

The dress code for the office is business casual attire. No open toed shoes are allowed in the morgue. During autopsies, scrubs must be worn.

6. Taking photos with your cell phone is prohibited in the office. Any reference to the Montgomery County Coroner's Office on social media must be made in a professional regard.