



FORENSIC MEDICAL

On behalf of the Medical Examiner's Office, we offer our deepest sympathy to you for your loss.

This letter is designed to help answer some of the questions you may have during this difficult time. The Medical Examiner's Office is required by the laws of the state to conduct an investigation regarding any sudden, suspicious, violent, traumatic or unexplained deaths or deaths that may be a threat to public health and safety. Please be aware the Medical Examiner's Office is a non-viewing facility.

INVESTIGATION:

- I. The body will be transported to the Medical Examiner's Office for an examination. The extent of the examination is determined by the forensic pathologist as necessary to determine the cause and manner of death. This may be an external examination or an autopsy. The laws of the state authorize the Medical Examiner to make the decision on these examinations.
- II. All inquiries need to be directed to the Medical Examiner's Office at 615-743-1800 (option 8) between the hours of 8:00am – 4:30pm, Monday through Friday or after hours at 800-216-0107 (pager). Please note: You must put your number into the pager. It is not a voicemail and if you attempt to leave a voicemail it will not be heard.

FAMILY'S RESPONSIBILITY:

The family will need to contact the funeral home or cremation service of their choice. Once the funeral home or cremation service is known then the legal next of kin will need to contact the Medical Examiner's Office and provide the information. This office will then contact the funeral home or cremation service to make arrangements for pick up once the examination has been completed. Please note: If there is more than one child or sibling, it is state law requirement that this office speak to the majority. Example: If there are 5 children, we will need confirmation from 3 of the 5. If the parents are legal next of kin and divorced then we will need to hear from both parents.

MEDICAL EXAMINER'S REPORT AND DEATH CERTIFICATE:

- I. A death certificate should be completed on the same day of the examination. The "Cause of Death and Manner of Death" will most likely state "Pending" until all testing, records and reports have been completed and/or reviewed.
- II. It generally takes eight to twelve weeks for the autopsy report to be finalized. This is an average timeline, on rare occasions the report may take longer.
- III. An autopsy report or external examination report can be obtained by going to forensicmed.com, selecting the "Request a Record" button and following the directions. There will be a cost to obtain the report.
- IV. The completed death certificate with the cause and manner of death may be obtained from either the funeral home or cremation service or any county's vital statistics records office.

If you have any questions regarding the death investigation, please do not hesitate to contact our office at 615-743-1800 (option 8) or 800-216-0107 (pager).

Once again, please accept our deepest sympathy for your loss at this difficult time.
The Investigative Department of the Medical Examiner's Office

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