

## ME person specification FINAL

This person specification for a Medical Examiner (ME) has been set out using the four Domains in the Good Medical Practice Framework for appraisal and assessment:

- 1) Knowledge, Skills and Performance
- 2) Safety and Quality
- 3) Communication, Partnership and Team work
- 4) Maintaining Trust

**[note: LAs/LHBs will need to tailor the person specification & job description for applicants from non-NHS backgrounds]**

### Person Specification - MEs

#### Criteria for Selection of Medical Examiners

<b>Knowledge, Skills &amp; Performance</b>	<b>Essential</b>	<b>Desirable</b>
Medical practitioner registered and licensed to practise in the UK by the GMC, with at least five years experience. The candidate must have been registered as a medical practitioner throughout the previous five years as at the date of appointment.	✓	
Working knowledge of practice in a healthcare environment, preferably in the UK.	✓	
Candidate will have successfully completed the approved components of the national on-line training curriculum as a precondition of employment as a Medical Examiner. Confirmation of appointment is subject to successful completion of 'face to face' component of the national training curriculum. [Note: access to on-line training will be available to all medical practitioners registered & licensed to practice in the UK by the GMC]	✓	
Up to date knowledge of clinical causes of death, together with death certification requirements and processes.	✓	
Knowledge of legal framework and relevant jurisdiction relating to the process of death certification.		✓
Ability to demonstrate proportionate and professional judgement to determine the degree to which independent scrutiny is pursued where death certificates have been issued.	✓	
Commitment to maintain knowledge and keep skills up to date	✓	

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IT competent, for the purposes of efficient scrutiny and routine analysis of information for local clinical governance and public health surveillance.		✓
Ability to manage an information-based process under tight timescales	✓	
<b>Safety and Quality</b>		
Knowledge of clinical governance systems as they affect the work of professionals and organisations.	✓	
Ability to identify available data sources to support detection and analysis of concerns and to recognise gaps in available knowledge.	✓	
Ability to act proportionately and report sub-standard clinical and organisational performance to relevant colleagues to protect patients.	✓	
Ability to undertake routine analysis of information on cause of death for local clinical governance and public health surveillance.		✓
Ability to identify good practice and ensure the spread of knowledge amongst relevant colleagues	✓	
Ability to put in place appropriate reporting, information sharing and feedback mechanisms	✓	

<b>Communication, partnership and teamwork</b>		
Ability to communicate effectively within own team and with people in other disciplines ( <i>medical examiner's officer, attending practitioner, senior coroner, the police, funeral director, &amp; Registrar</i> )	✓	
Ability to communicate effectively and with sensitivity with the relatives or representatives of the deceased when explaining the cause of death	✓	
Ability to work within own team and closely with people in other disciplines	✓	
Good organisational and leadership skills	✓	
Good management skills - able to demonstrate effective and efficient working practices	✓	

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Ability to assist or deliver training to enhance skills within the ME's team and junior doctors in the process of death certification		✓
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<b>Maintaining trust</b>		
Ability to demonstrate transparency when explaining cause of death to bereaved families and make it easier to raise concerns.	✓	
Awareness of equality and diversity issues within the community and a demonstrable ability to understand the requirements of diverse faith groups	✓	