

### ***What if I need help?***

The most important thing to keep in mind is that there are resources in the community available to you and your family. The best thing that you can do for the person who has died is to take care of yourselves and then take care of the final arrangements for your loved one. There are a lot of decisions that need to be made and it is important that you rely on your circle of friends and family for support during this difficult time.

### ***What if I have questions about the examination and/or the autopsy report?***

On the back of this brochure there are several numbers for support and assistance. If you have specific questions or concerns, please bring them to our attention either now or when you feel it appropriate to do so. The office operates 24 hours a day, every day. You can call the office and request to speak or meet with the doctor that has performed the examination.

The Commission on Medicolegal Investigations holds five (5) meetings a year. These meetings are open to the public. The March meeting is the Annual Open Meeting with the opportunity for you to address the Commission. You can call the office for the scheduled meeting dates and times.

**For statewide information about bereavement services, support groups, & other community services.**

#### Infoline

2-1-1 or Toll free  
1-800-203-1234  
<http://www.infoline.org>

#### Office of Victim Services

1-800-822-8428 Toll free  
(860) 747-3994

#### Survivors of Homicide

1-888-833-4764 Toll free  
(860) 257-7388

#### MADD-CT Chapter

1-800-544-3690 Toll free

*Crime victims and/or the surviving members of a crime victim's family have important rights in Connecticut, including the right to be treated fairly and with respect. If you feel your rights have been or are being violated, contact:*

#### The Office of the Victim Advocate

505 Hudson Street  
Hartford, CT 06106  
(860) 550-6632  
1-888-771-3126 Toll free

## STATE OF CONNECTICUT



### **Information for families from the OFFICE OF THE CHIEF MEDICAL EXAMINER**

**H. WAYNE CARVER II, M.D.  
CHIEF MEDICAL EXAMINER**

**11 SHUTTLE ROAD  
FARMINGTON, CT 06032  
(860) 679-3980  
1-800-842-8820 TOLL FREE  
(860) 679-1257 FAX  
<http://www.state.ct.us/ocme/>**

*Please accept our sincere condolences on the loss of your loved one. We recognize that the loss brings deep sorrow and is one of the most stressful times in life.*

### ***What is the Office of the Chief Medical Examiner?***

The Office of the Chief Medical Examiner is a medicolegal office charged by Connecticut laws to investigate all human deaths in the following categories: (1) Violent deaths, whether apparently homicidal, suicidal, or accidental; (2) sudden or unexpected deaths not caused by readily recognizable disease; (3) deaths under suspicious circumstances; (4) deaths of persons whose bodies are to be cremated; (5) deaths related to disease resulting from employment; (6) deaths related to disease which might constitute a threat to public health. The Chief Medical Examiner provides accurate certification of the cause and manner of death. The Chief Medical Examiner may require autopsies in connection with deaths in the preceding categories when it appears warranted for proper investigation.

### ***Who calls the Chief Medical Examiner?***

All law enforcement officers, state's attorney, prosecuting attorneys, other officials, physicians, funeral directors, embalmers and other persons are required to promptly notify the Office of the Chief Medical Examiner of any death coming to their attention which is subject to investigation by the Chief Medical Examiner. In cases of apparent homicide, suicide, or accidental death, the scene of the event shall not be disturbed until authorized by the Chief Medical Examiner.

### ***What is an autopsy?***

An autopsy is an examination of the deceased to determine the cause and manner of death. The body is inspected both externally and/or internally in order to document injury or disease. Specimens of vital organs and body fluids may be taken for toxicology tests or examination under the microscope. These tests do not delay the release of the body to the next of kin. However, the results of such testing may take several weeks to become available. For more information on this topic please see our website or the brochure "What is an Autopsy?"

### ***What needs to be done?***

Identification is necessary to provide proof that the individual reported to the Office of the Chief Medical Examiner, is that person. In most cases, identification is not required to be made onsite at the Office of the Chief Medical Examiner and can be done by viewing at the funeral home or through other methods which don't directly involve the family. The Office of the Chief Medical Examiner recognizes that it is very difficult for families to come to the Office to make identification. When such a procedure is necessary, every effort is made to perform the identification in a way, which will place as little burden as possible on the family. The closest next of kin is not required to identify the body. A friend, co-worker, or more distant relative can do this task if it would contribute to the comfort of the immediate family. Visual identification at the Office of the Chief Medical Examiner is performed through the use of a closed circuit television system. If the family has special concerns or requests, please discuss them with the pathologist or investigator on duty, or your funeral director may inquire on your behalf.

### ***What happens next?***

The next thing for you to do is to contact the Funeral Director of your choice. If you are not sure, you may want to ask a friend or clergy. We do suggest that you take some time in selecting a Funeral Director. You will need to meet with the Funeral Director and discuss the final arrangements for your loved one. There are a lot of decisions to be made, so you may want family members, close friends, or clergy to accompany you. Once the arrangements have been decided, the Funeral Director will take care of your loved one.

### ***Do I have to pay the Medical Examiner?***

In cases of cremation, there is a \$100.00 cremation fee (effective July 1, 2006) charged and handled through the Funeral Director. There are no other charges to the family for the services of the Office of the Chief Medical Examiner.

### ***How do I get a copy of the autopsy report and death certificate?***

A form will accompany the body to the funeral home. You will need to complete this form and submit it to the Office of the Chief Medical Examiner to obtain a copy of the autopsy report. There is a small processing fee for copies of the autopsy records. The Funeral Director is required to file the death certificate with the Town Clerk where the death occurred. The Funeral Director can assist you in obtaining additional copies. Copies of the death certificate **must** be obtained through the Registrar of Vital Statistics in that town.

### ***Who can obtain copies of these reports?***

The information placed on a death certificate is a public record by law. This includes the name of the deceased, the cause of death, and the manner of death. The remainder of the findings in the autopsy report is a medical record. These are available to the next of kin and those with written permission from the next of kin. Others that may obtain a copy of the autopsy report include treating physicians who have an association with the death, police departments and other agencies who need the report in order to complete an investigation into the individual's death, lawyers who are involved in criminal or civil litigation involving the death and insurance companies.

### ***What happens to the personal property?***

The personal property of the deceased is inventoried by the Office of the Chief Medical Examiner and given to the Funeral Director when the body is taken to the funeral home. The Office makes an inventory list of all items that are with or on the deceased. In some cases, the hospital or police will secure personal property. If a crime is involved with the individual's death, it may be necessary for the police to take possession of some or all of the personal items.