

DEATH INVESTIGATION TRAINING ACADEMY



116 South Smith Street
P.O. Box 571
Cuba, Missouri 65453

Course Catalog



The Death Investigation Training Academy (DITA) course catalog is published to familiarize students with the Death Investigation Academy, our eligibility requirements, policies, programs, student rights, responsibilities and methods for accessing important services. We have made every effort to ensure accuracy in the preparation of the handbook to provide pertinent and accurate information. From time to time, we revise policies and procedures. We post the changes on our website at ditacademy.org and we send an email notification to students. We recommend students periodically check our website for the most up-to-date information. If you have any questions regarding this document, please contact the Death Investigation Academy.

Welcome to our Community

1. Academy Mission and Vision

1.1 Mission, Vision, and Goal

The Death Investigation Training Academy (DITA) is a professional training organization that empowers professionals with real-world applicable training to enhance their professional credentials and skill sets. DITA was founded to play an integral role in the death investigation community. The need for quality accredited training is in short supply and high demand. Using a combination of classroom training, live on-site scenario exercises, and web-based training, DITA is filling the need of 21st-century investigators.

Academy Vision, Mission & Purpose

Vision

To be the leader in the area of death investigation training and standards development.

Mission

To foster a community and a culture of professional Medicolegal Death Investigators.

Purpose

To create a meaningful legacy by making a significant impact in the world around us by enriching the lives of our students and our culture.

2. Accreditation and Authorization

Missouri Department of Public Safety

The Death Investigation Training Academy is recognized as an approved provider of continuing education with the Missouri Department of Public Safety POST commission.

American Board of Medicolegal Death Investigators

The Death Investigation Training Academy (DITA) has met and continues to meet the requirements of the American Board of Medicolegal Death Investigators (ABMDI) to provide basic and continuing education through their approval and accreditation process. Each of our training programs are reviewed yearly and approved by their training board.

Missouri Department of Higher Education & Workforce Development

DITA is now certified to operate with the Missouri Department of Higher Education and Workforce Development as a proprietary school. The central focus of the Proprietary School Certification Program is consumer protection. This is accomplished through the establishment of standards for school operation and monitoring of those operations to ensure students are treated in a fair and equitable manner as well as receive education and training consistent with the published objectives of the instructional programs and the school.

3. Governance, Administration, and Faculty

3.1 Governance

A board consisting of members representing varying constituencies oversees the certification process of DITA. Members of the board bring wide-ranging perspectives to their service in assisting the academy to achieve its mission and goals. The board plays an active role in guiding the academy, from helping to shape the mission, goals, and strategic plan, to actively reviewing, contributing to and having oversight on our certifications.

The academy board members are listed below:

- Terri Armenta – BS, MS
- Priya Banerjee - MD
- Anita Brooks – Common Trauma Expert
- Anthony Cornarton – D-ABMDI
- Darren Dake – D-ABMDI, CI, CCI, Crawford County MO Coroner
- Tammy Dake - C-MDI, C-VA, CFO
- Nick Gregory, C-MDI
- Anastasia Holobinko, PhD Forensic Anthropologist
- Laura Kneece, F-ABMDI
- Dottie Owens – Coroner Ada County ID

3.2 Administration

Administrators for the Death Investigation Academy provide leadership to carry out plans and activities in support of the academy's goals and objectives. Academy administrators create and design appropriate processes and services to support students and the learning environment.

Darren Dake

COO/Academy Director

Tammy Dake

CFO/Executive Administrator

Hillary Campbell

Administrative Assistant

3.2 Faculty

All of our instructors are either currently in or recently retired from the discipline in which they are teaching. All instructors are third-party accredited in their field and hold credentials as instructors. The academy employs instructors from around the country specializing in many different fields to provide students with the best online and classroom education possible.

4. Admission Policy

4.1 The Death Investigation Training Academy welcomes students of all races, genders, sexual orientations, religions, nationalities, ethnic groups and educational standing. DITA enrolls students that are 18 years of age or older.

4.2 General Enrollment

Enrollment in courses have no requirements as it relates to educational experience or professional work experience. These students might include those needing continuing education credits for a current position or organization, or an individual interested in the field of death investigation and wanting to further his or her knowledge.

International students are able to attend the courses if they meet the eligibility requirements for the course. **All of the courses, materials, and presentations are delivered in the English language**

5. Academy Institutional Policies

5.1 Policy Statement

Any action(s) reported or observed by a student, faculty or staff member in violation of the academy's Code of Conduct or Institutional Policies should be reported to the academy director.

5.2 Notice of Non-Discrimination

The Death Investigation Academy considers students, employees, applicants for admission or employment, and those seeking access to academy programs on the basis of individual merit. The academy does not discriminate on the basis of race, color, religion, sex, sexual orientation, gender identity, national or ethnic origin, age, status as an individual with a disability, protected veteran status, genetic information, or other protected classes under the law (including Title IX of the Education Amendments of 1972).

5.3 Academic Integrity Statement

Academic dishonesty is unacceptable and will not be tolerated. Cheating, forgery, plagiarism, and collusion in dishonest acts undermine the academy's educational mission and the students' personal, professional, and intellectual growth.

Death Investigation Academy students are expected to bear individual responsibility for their work, to learn the rules and definitions that underlie the practice of academic integrity, and to uphold its ideals. Ignorance of the rules is not an acceptable excuse for disobeying them. Any student who attempts to compromise or devalue the academic process will be sanctioned. You can view our complete academic honesty policy on our web site.

5.4 Student, Instructor, and Professionals' Code of Conduct

The purpose of this document is to provide clarification about the Death Investigation Academy's Code of Ethics for our students, instructors, and other professionals. Readers should be mindful that no explanation could cover every circumstance or situation, and therefore, the guidance contained herein is intended to show how the code of ethics should be interpreted. Ultimately, it is the responsibility of each individual to act with the utmost professionalism when dealing with the public and in their professional capacities.

Individuals should keep private any confidential information gained in her/his professional work, (in particular, as it pertains to client lists and client personal information). Not collect, give, sell, or transfer any personal

information (such as name, e-mail address, Social Security number, or other unique identifiers) to a third party without prior client consent.

Shall not engage in any illegal or unethical conduct or any activity which would constitute a conflict of interest.

Protect the intellectual property of others by relying on her/his innovation and efforts, thus ensuring that all benefits vest with its originator.

Will comply with lawful orders of the courts and will testify to matters truthfully and without bias or prejudice.

Disclose to appropriate persons or authorities' potential dangers to any clients or the public, that she/he reasonably believes to be associated with a particular set or type of electronic transactions or related software or hardware.

Provide service in their areas of competence, being honest and forthright about any limitations of her/his experience and education. Ensure that she/he is qualified for any project on which he/she works or proposes to work by an appropriate combination of education, training, and experience.

Use the property of a client or employer only in ways properly authorized and with the owner's knowledge and consent.

Disclose to all concerned parties those conflicts of interest that cannot reasonably be avoided or escaped.

Ensure the proper management for any project he/she leads, including adequate procedures for promotion of quality and full disclosure of risk.

Conduct herself/himself in the most ethical and competent manner when soliciting professional service or seeking employment, thus meriting confidence in her/his knowledge and integrity.

Will reveal all material matters discovered during an investigation, which, if omitted, could cause a distortion of the facts.

Ensure ethical conduct and professional care at all times on all professional assignments without prejudice.

5.5 Consequences of Plagiarism

Academic dishonesty is unacceptable and will not be tolerated. Cheating, forgery, plagiarism, and collusion in dishonest acts undermine the Death Investigation Academy's educational mission and the students' personal, professional and intellectual growth. Academy students are expected to bear individual responsibility for their work, to learn the rules and definitions that underlie the practice of academic integrity, and to uphold its ideals. Ignorance of the rules is not an acceptable excuse for disobeying them. Any student who attempts to compromise or devalue the academic process will be sanctioned.

Basic Rules:

Do NOT share or disseminate course materials or examinations with others. Do not use additional resources and materials during examinations.

Definitions of Academic Dishonesty

Cheating is the attempted or unauthorized use of materials, information, notes, study aids, devices or communication during an academic exercise.

Examples include:

- Copying from another student during an examination or allowing another to copy your work.

- Unauthorized copying of examination materials or utilizing unauthorized copies of past examinations for another course is strictly prohibited.
- Unauthorized collaborating on research assignment or examination.
- Using unauthorized notes during an online examination.
- Taking an examination for another student.
- Asking or allowing another student to take an examination for you.
- Changing a corrected exam and returning it for more credit.
- Submitting substantial portions of the same assignment to two classes without consulting the other instructor.
- Preparing answers, copying prep review quizzes, copying prior examinations, or writing notes, which is to be utilized during an examination.
- Allowing others to research and write assigned papers including the use of commercial term paper services.

Plagiarism is the act of presenting another person's ideas, research or writing as your own.

This includes but is not limited to:

- Copying another person's actual words without the use of quotation marks and footnotes.
- Presenting another person's ideas or theories in your words without acknowledging them.
- Using the information that is not considered common knowledge without acknowledging the source.
- Failure to acknowledge collaborators on homework and laboratory assignments.
- Purchase and submission of papers from "paper mills," internet vendor sites, and other sources.

Obtaining an Unfair Advantage:

- Stealing, reproducing, copying, circulating or otherwise gaining prior access to course materials or examination materials. • Depriving other students of stealing, destroying, defacing or concealing library materials. • Copying, Digital Recording / Retaining, using or circulating examination materials that clearly indicate that they should be returned at the end of the exam. • Intentionally obstructing or interfering with another student's work. • Sharing your homework assignments with others to include posting or re-posting your assignments to the public. • Engaging in activities that intentionally create an unfair advantage over another student's academic work. Falsification of Records and Official Documents: • Forging signatures of authorization • Falsifying information on an official exam application.

Collusion:

- Lending assistance or failing to report witnessed acts of academic misconduct.

5.6 Dress Code

Dress code for onsite academy classes is business casual while within a classroom setting. For offsite and mock scene training appropriate dress for weather and circumstance will be required. Instructors will communicate dress code changes when circumstances warrant.

5.7 Attendance Policy

Attendance is critical to successful completion of the program. The academy's attendance policy is as follows:

Online Programs

The Death Investigation Academy online programs are self-study & self-paced. Students are free to attend at their own convenience.

It is encouraged that they attend any live online sessions scheduled by instructors. This will be a time of additional training, clarification, and questions. Most sessions are recorded and available for playback if a student misses the live session.

Academy location courses

Training conducted at the academy location, or any offsite location where the Death Investigation Training Academy is conducting training and issuing a certificate and/or CEU credits, students must be present 100% of the time to receive the hours or certificate.

If any portion of the program or training is missed the student will be required to make up the training at a later date or take online course covering that material before credit can be given.

Cancellation Policy:

The Death Investigation Academy makes every attempt to complete all of our scheduled classes, however, we may have to postpone or cancel any class because of insufficient paid enrollment, host agency request, or for any unforeseen circumstance, such as weather or illness. **The Death Investigation Academy is not responsible for any travel costs or fees incurred by the student for any canceled or postponed class.** A student may request to be withdrawn from any class by emailing support@deathinvestigation.training at least two weeks prior to the start of the class.

Online Programs

Students will receive a full refund of tuition to the online MDI training program prior to the start of the course. However, if a student has begun the course, the following refund policy will be in place.

Should a student cancel enrollment after the three (3) business day cancellation period, the school will provide a fair and equitable refund formula. The refund formula is as follows:

Online Tuition:

10% is 90% Refund

25% is 75% Refund

No refund will be given after 30 days or if completion is 50% or more

Onsite Training

In most instances training programs held at the academy location will not be eligible for tuition refund. However, if a student notifies the academy prior to the start of the course that they will be unable to attend, their paid tuition will be held on account and can be applied to any other onsite program within one year. If a student has already begun the course, the following refund policy will be followed.

Classroom Tuition:

1 day completed- 75% refund

2 days completed- 50% refund

After 2 days: School retains all funds paid.

Additional Online Training & Certification Exam Fee: Of the \$250, \$150 is non-refundable administrative testing fee, and the remaining \$100 is refunded as follows based upon the percentage completed. See below for example:

Completed- Refund

10% completed- 90% Refund

36% completed- 64% Refund

No refund will exceed 50%

Host Agency Training

If tuition is paid to a hosting agency their refund policy will apply and not the academy policy.

5.8 Limitations in Enrollment

Student Enrollment Limitations and Priorities

The purpose of this policy is to establish reasonable limitations on enrollments of academy classes. Enrollment in specific programs or programs may be limited as follows:

1. Classroom programs are limited to 25 students.
2. Enrollment may be limited to students meeting eligibility requirements as outlined in the Course Syllabus.
3. Low enrollment courses may be canceled, and tuition refunded
4. Enrollment may also be limited due to the following legal or practical considerations:
 - Health and Safety Concerns
 - Facility Limitations
 - Faculty Workload
 - Availability of Qualified Instructors
 - Funding Limitations
 - Regional Planning Constraints
 - Legal requirements imposed by statutes, regulations or contracts

6. Tuition and Fee

6.1 Tuition and Fees

Enrollment into Online Programs

The student will register for the online program via the course landing page. The student is enrolled in the program as soon as payment is made. The student will receive an email giving them access to their account. They follow the account instructions on the email and may begin their course immediately.

Some online courses have specific starts dates for all students. For those programs the student is enrolled when registration is paid, and the course will open and begin on the date scheduled.

Enrollment into Resident Programs

The student will choose the date and time of the resident program they wish to attend on the course landing page and register for the program at that time. Once enrolled the student will receive a confirmation email indicating their spot is reserved with the program details (location, airport, hotel, times and dates of the program). The student's course materials will be provided at the location of the training program.

Fees

Students are responsible for the cost of their course(s). Sometimes an employer may cover the cost of the course or reimburse the student for the course. The course is to be paid for before the student is granted access to the course. Payment or a student tuition payment plan (agreement) must be in effect at the time of enrollment.

Student Tuition Payment Plan (Agreement)

The Death Investigation Academy offers students the ability to pay for specific course tuition via an automatic payment plan. The payment plan is typically 3 equal payments. The first payment is required upon enrollment. This will activate the student's course and give them access to the course. The next payments will automatically be withdrawn from the card they used for initial payment and will bill on the date purchased for the following months until the course is paid in full. There is no credit check. Payment plans and the payments made toward the tuition are the responsibility of the student.

Non-Payment or Failed Payment

If a student fails a payment at any time during the payment plan terms as agreed upon during enrollment, they will be given a 7-day grace period to pay their outstanding payment. If the student fails to pay as agreed upon, they will be removed from their program and will not be able to enroll in any new courses until the outstanding debt is paid in full. The academy may withhold official transcripts until the debt is paid in full and satisfied.

Employer / Government / Agency Payment Agreements

The Death Investigation Academy works with employers and government agencies around the world which submits payments on behalf of the student for attendance in our programs. These payment agreements are not to be construed or confused with a student tuition payment plan agreement and are separate in nature.

Travel

Students are responsible for the costs of hotel, food, and travel to attend any of the resident programs. These amounts are to be paid directly to the hotel, etc. at which the residential program is being conducted.

Financial Aid

At the present time, the academy does not administer federal financial aid or their sources of financial aid programs. The academy recommends student's check with their employers regarding tuition reimbursement or assistance programs for which they may be eligible.

Cancellation Policy:

The Death Investigation Academy makes every attempt to complete all of our scheduled classes, however, we may have to postpone or cancel any class because of insufficient paid enrollment, host agency request, or for any unforeseen circumstance, such as weather or illness. The Death Investigation Academy is not responsible for any travel costs or fees incurred by the student for any canceled or postponed class.

-Online Programs

Students will receive a full refund of tuition to the online MDI training program prior to the start of the course. However, if a student has begun the course, the following refund policy will be in place.

Should a student cancel enrollment after the three (3) business day cancellation period, the school will provide a fair and equitable refund formula. The refund formula is as follows:

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-Onsite Training

In most instances training programs held at the academy location will not be eligible for tuition refund. However, if a student notifies the academy prior to the start of the course that they will be unable to attend, their paid tuition will be held on account and can be applied to any other onsite program within one year. If a student has already begun the course, the following refund policy will be followed.

Classroom Tuition:

1 day completed- 75% refund

2 days completed- 50% refund

After 2 days: School retains all funds paid.

Additional Online Training & Certification Exam Fee: Of the \$250, \$150 is non-refundable administrative testing fee, and the remaining \$100 is refunded as follows based upon the percentage completed. See below for example:

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10% completed- 90% Refund

36% completed- 64% Refund

No refund will exceed 50%

-Host Agency Training

If tuition is paid to a hosting agency their refund policy will apply and not the academy policy.

6.2 Scholarship Offerings

Currently the Death Investigation Academy has no scholarship offerings.

7. Grading

7.1 Grading

The following tables list the grades that are used at the Death Investigation Training Academy and show how they are calculated to determine the grade point average (GPA).

Compared to other respondents, a smaller proportion of respondents outside the U.S. and Canada selected the promotion of certification by co-workers, peers, or supervisors among the primary reasons for pursuing certification. However, a higher proportion of respondents outside the U.S. and Canada indicated they pursued certification to stay current in the investigative and intelligence industry.

Letter Grades and Grade Point Equivalents

A	4.0	93.0-100.0
A-	3.7	90.0-92.9
B+	3.3	87.1-89.9
B	3.0	83.0-87.0
B-	2.7	80.0-82.9
C+	2.3	77.1-79.9
C	2.0	73.0-77.0
C-	1.7	70.0-72.9
D+	1.3	67.1-69.9
D	1.0	60.0-67.0
F	0.0	below 60.0

Grading Scale:

Excellent (A, A-).

Very good (B+, B, B-).

Average (C+, C).

Poor (C-, D+, D).

Failure (F)

We also utilize the following marks as well

- I – Incomplete
- W – Student Withdraw
- AU – Audit
- P/CR/S – Passing / Credit / Satisfactory (C- or Better)
- NC/U – No credit/Unsatisfactory
- NG – No Grade Assigned
- TR – Credits accepted as transfer
-

8. Examinations**8.1 Remote Exams**

The Death Investigation Academy utilizes Class Marker which is an online exam service for the Medicolegal Death Investigator Final Exam, as well as the Proctored Medicolegal Death Investigator Certification Exam. This secure, cloud-based testing service allows students taking the final exam to take secure exams at their convenience while maintaining academy integrity. Proctored testing locations are found in the students living area and are usually conducted through a local college, university, library, or testing center. It is the responsibility of the student to find a testing location and then forward that information to the academy for verification.

Proctored examination login and security information will be sent to the exam proctor a few days prior to the student's exam appointment time. At no time will this information be given to the student.

Students should be prepared to submit a copy of their current ID. The ID must contain a signature and photo must be government-issued.

8.2 MDI Certification Exam Time Limit

The student will have 6 months from the time they complete their Medicolegal Death Investigator course to submit the application for certification, sit for and pass the Medicolegal Death Investigator Exam.

9. Online Academic Progress

9.1 Satisfactory Academic Progress Monitoring Academic Progress

Success & progress is tracked through our learning management system. Both students and academy staff can access student progress at any time from within our LMS.

Student progress and interaction with the course is tracked by geolocation, login credentials, and time spent within the course.

Student progress made during the course of the program is recorded in our LMS system. Our system records the date and time a lesson is completed to the student record. The student can view their progress from within the course dashboard. They can see how many lessons have been completed and how many are left. They can click on that to see the overall percentage as well of course completion.

As the student progress through the training program each lesson completed is marked in the system as complete (along with the date and time stamp) and the student can see the percentage of completion as they move through the program. Our system will place a blue mark next to the lesson as that lesson is successfully completed.

Videos within the course are locked and cannot be randomized, students must progress through the course in the order presented. After one video or section is completed the next one will unlock and allow the student to proceed. Videos cannot be fast-forwarded until they have been watched at least one time.

The student is required to take a quiz at the conclusion of each module or section and must obtain a 100% to pass (If they do not reach a 100% the student can re-take these quizzes as many times as they wish to improve their overall competency). Once passed the quiz will display the results of the quiz and indicate if the quiz has been passed or failed. This provides real-time feedback to the student as they progress through the program. Quizzes must be successfully passed to allow the student to proceed to the next section.

Consequences for Failure to Maintain Academic Success

Students that fail to meet academic success and successful completion of the program will not be granted certification or certificate of completion (if a non-certified course).

10. Withdraw, Leave of Absence, and Reinstatement

10.1 Withdraw and Cancellations

Please note: If we believe that you are abusing our refund policy, in our sole discretion, we reserve the right to suspend or terminate your account and refuse or restrict any and all current or future use of the company's products, without any liability to you.

If a refund is processed, you no longer have rights to any of the materials, downloads, learnings, or utilizing the learnings in any fashion.

Withdraw Policy:

Students who choose to withdraw from the program must notify the academy at least two weeks prior to the start of the class by emailing support@deathinvestigation.training. If a student withdraws without notification, the school will use the student's last date of attendance to administratively withdraw the student.

Cancellation Policy:

The Death Investigation Academy makes every attempt to complete all of our scheduled classes, however, we may have to postpone or cancel any class because of insufficient paid enrollment, host agency request, or for any unforeseen circumstance, such as weather or illness. The Death Investigation Academy is not responsible for any travel costs or fees incurred by the student for any canceled or postponed class.

-Online Programs

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36% completed- 64% Refund

No refund will exceed 50%

-Host Agency Training

If tuition is paid to a hosting agency their refund policy will apply and not the academy policy.

11. Due Process & Student Rights

11.1 Due Process and Student Rights

Any charge, accusation, or allegation that is to be presented against a student, if proved, may subject a student to disciplinary action. The allegation(s) must be submitted in writing, in complete detail and within twenty-four hours of the alleged offense, to the academy director by the individual, organization or department making the allegation. Due process begins with student notification and an investigation of the charge. The process ends with either dismissal of the charge or sanctioning.

The academy director or designee is responsible for the administration of disciplinary procedures at the Death Investigation academy. Allegations of violations of academy policy are accepted for consideration only when the apparent infractions are observed on academy property or other locations where the academy provides services. Infractions of federal, state or local laws occurring off campus shall be the concern of the civil authorities except when such actions:

1. directly affect the health, safety or security of the Death Investigation Academy community;
2. affect the academy's pursuit of its educational purposes, or
3. occur as a direct result of an academy connected disruption.

When disruptive or unruly behavior occurs in a classroom or scene, the instructor may immediately require the student who is responsible for the disruption to leave the classroom. It is the student's responsibility to contact the instructor prior to the next scheduled class meeting. It is the instructor's responsibility to meet with the student as soon as possible after the request for the meeting and to meet before the next scheduled meeting if the student has made the request for a meeting. The meeting may occur over the phone or any other electronic medium if both the student and the instructor agree. Different acts constitute a variety of sanctions. The alleged acts presented are reviewed on a case-by-case basis by the academy director. The director, upon reviewing the allegations, shall determine the corrective action to be taken, which may include dismissal of the student from academy programs.

12. Conditions for Dismissal for Unsatisfactory Conduct

12.1 Grievance Policy and Right to Information

Students have a right to know how they are being evaluated and graded in a course and to know what is being required of them. The following are the policy and procedures allowing students to seek review of their grades on the all Death Investigation academy certification programs.

The academy actively seeks to foster a collegial and cooperative atmosphere among students and faculty. All faculty members and students are expected to act in a supportive and understanding manner. In this spirit, the academy expects that open communication between students and faculty will be the norm and that this will help to avert misunderstandings.

However, there may be occasions when contention arises between students and faculty members. In these cases, students may file grievances/appeals as described below.

1. Send an email to support@deathinvestigation.training with as much information and documentation as possible. Applicants should include their full name, registered email address, dashboard ID, instructor's name, and any other contact information appropriate.
2. The administration will contact the plaintiff to confirm the complaint has been received within five days.
3. The academy administration will then review the situation as documented and contact all applicable parties to discuss the problem.
4. Within 15 days, the administration will compile the information and present it by e-mail to the COO and CFO along with recommendations on how to remedy the situation in a fair manner.
5. The academy director will send the student or advisor an e-mail response within 15 days with an explanation of the reasons for their decision. The decision of the academy director will stand as final.
6. Students that are dissatisfied with the resolution offered by the school may contact the Missouri Department of Higher Education at (573) 571-2361 for information on filing a formal complaint against the school.

12.2 Academic Dishonesty Occurs When

When a student violates any portion of the academy's Code of Conduct (See Section 5, Academy Policies) or the following:

- Because students are unfamiliar with the academy policy. Behavior that is considered collaborative in one environment or culture may be considered cheating elsewhere
- Because of societal pressure to "succeed at any cost." Students focus on grades instead of the learning process.
- Because of desperation. Poor time management and study skills often lead to a lack of preparation for exams and an inability to meet deadlines.

12.3 Avoiding Academic Dishonesty

- Read and familiarize yourself with the academy's academic policies.
- Communicate upfront. Let study partners know where you stand on academic dishonesty. If you work on group projects, be clear that you do not expect your work to be copied. A typist or editor must discuss any changes with you before making them on your papers.
- Learn Time-Management and Study Skills. Allow adequate time for studying and writing papers. Acts of academic dishonesty are often desperate attempts to cover-up lack of preparation.
- Seek Help. If you are overwhelmed by course content, visit the professor during office hours to discuss your concerns.
- Withdraw from the Course. If you are doing poorly in a course or if a crisis has caused you to fall too far behind, consider dropping the course.
- Reexamine Goals. Be sure that the goals you set, and follow are your own. Do not be pressured by family and friends into a career that does not make the best use of your abilities.

To protect the value of your Death Investigation Academy Credentials and Certification.

Students who are dishonest in obtaining their grades may not succeed on the job; employers will come to believe that academy students do not have the knowledge/skills to perform their work. You can help to prevent this by reporting acts of academic dishonesty.

If you observe cheating during an exam or know of students who have an unfair advantage, it is your obligation to report these occurrences to the ethics board. You can do so by sending an email to support@deathinvestigation.training ; they will investigate your allegations while maintaining confidentiality. Remember, you are the one being hurt if these injustices are allowed to continue.

12.4 Penalties for Academic Dishonesty

Engaging in acts of academic dishonesty can end a student's educational career and jeopardize future career goals. Death Investigation Academy is committed to maintaining an atmosphere of academic integrity.

Students should know that faculty and staff do follow routine practices that readily detect acts of academic dishonesty. Faculty are experts in their field of study and are often familiar with the source of plagiarized material.

Techniques for detecting cheating are used during online examinations. All alleged cases of academic dishonesty are subject to due process. When misconduct has been proven, the following sanctions are applied. A disciplinary file becomes a part of the student's permanent record.

1. Removal of the charges against the student.
2. First Substantiated Offense:
Admonition: An oral or written statement to a student that he/she is violating or has violated Institute rules and may be subject to more severe disciplinary action.

3. Subsequent Substantiated Offense:
Expulsion: Termination of the student's status with the Institute to include any and all credentials (or potential credentials if not issued yet), CLEE credits or certificates earned shall be revoked indefinitely.
Any student that has been expelled from the academy for academic dishonesty are excluded from attending academy courses for a period of twelve months before they can reapply.

12.5 Academic Misconduct

Generally, disciplinary action shall be limited to conduct which adversely affects the pursuit of its educational objectives. The following misconduct is subject to disciplinary action:

1. All forms of dishonesty, including cheating, plagiarism, and knowingly furnishing false information to the Institute, forgery, alteration, or use of Institute documents or instruments of identification with intent to defraud.
2. Disruption or obstruction of teaching, research, administration, disciplinary proceedings or other Institute activities.
3. Physical, psychological and/or verbal abuse or the threat of such abuse of any person on Institute premises or at Institute activities. This includes hazing, sexual harassment, and sexual assault.
4. Participating in or inciting a riot or an unauthorized or disorderly assembly.
5. Seizing, holding or damaging property or facilities of the academy, or threatening to do so, or refusing to depart from any property or facilities of the academy upon direction by academy officials or other persons authorized by the academy Director.
6. Use of alcoholic beverages, including the purchase, consumption, possession, or sale of such, except where specifically authorized within the regulations of the academy.
7. Possessing, using, selling or distributing any types of illegal drugs.
8. Possessing on academy property or at any academy activity any dangerous chemical or explosive elements or component parts thereof, or rifle, shotgun, pistol, revolver or other firearm or weapon not used for lawful academy studies without legal authorization
9. Physically detaining or restraining other persons or removing such persons from places where they are authorized to remain or in any way obstructing the free movement of persons or vehicles on academy premises or at academy activities.
10. Violating any local, state or federal laws.
11. Theft or attempted theft of academy or personal property on academy premises.
12. Unauthorized entry into or presence in any academy building or facility.
13. Violation of academy policy on the use of any tobacco products, including smoking, and vaping.

12.6 Penalties for Academic Misconduct

Disciplinary Actions

Disciplinary actions are determined by the academy Director or designee after review of the alleged misconduct:

1. Removal of the charges against the student.

2. Admonition: An oral or written statement to a student that he/she is violating or has violated academy rules and may be subject to more severe disciplinary action.
3. Restitution: Reimbursement for damage to or misappropriation of property. This may take the form of appropriate service or other compensation.
4. Disciplinary dismissal from the academy: Termination of student status for an indefinite period. The conditions of the readmission, if any, will be stated in the order of dismissal.

12.7 Disciplinary Records

All records of disciplinary action will remain confidential, will remain separate from the student's academic record, will be maintained in the academy Director, and will not be available to unauthorized persons on campus or to any person off campus without the express written permission of the student involved. Exceptions will be made only under the conditions specified in the Family Educational Rights and Privacy Act of 1974, as amended, and under a court order or subpoena.

13. Educational Resources

13.1 Facility & Equipment

Our Facility

The Death Investigation Training Academy is located at 116 South Smith Street in Cuba, Missouri 65453. The office is in a professional building that is equipped with a classroom, lab environment, multiple offices, restrooms, and a multipurpose room.

Equipment Used

The academy employs a lot of different instructional resources to learn our programs. We offer video-based tutorials, lectures, reading assignments, hands-on scenario, web resources, and more that are carefully scripted to maximize your learning experience.

13.2 Technology Requirements

To benefit from the unique features that the Death Investigation Academy provides, students will need to possess or have access to a computer with the following:

- Personal Computer (MAC or PC).
- A standard web browser like Firefox or Chrome (the most up to date version)
- Microsoft Office Software like Word, Excel, PowerPoint, or Keynote (if MAC)
- Adobe PDF Reader
- Webcam
- Internet Access
- Headphones with Microphone
- Up-to-date Java and Flash

14. Student Services

14.1 Student Centered

The Death Investigation Academy is a student-based institute. Everything we do is centered on the students' success. We have coach and mentors to help students choose the programs they need to be successful in their careers. We have learning support specialists waiting to help — both online and in person — if a student needs extra assistance with any program or subject.

14.2 Transcript Services

Official transcripts of CLEE credit hours earned at the Death Investigation Academy are issued by the Certification Department. Transcripts may be requested by emailing support@deathinvestigation.training . A \$35 fee is required for each transcript. Transcripts will not be processed for students with outstanding financial debt to the academy. These debts include courses that have not been paid in full.

14.3 Confidentiality of Student Records

The Death Investigation Training Academy preserves the confidentiality of all student records and guarantees every eligible student the right to inspect and review his/her own educational records in accordance with the provisions of the Family Educational Rights and Privacy Act of 1974 (FERPA), sec. 438. Ferpa prohibits disclosure of personally identifiable student information without students consent or unless authorized by federal law.

The Death Investigation Training Academy will not share any student records unless we have in writing (via email) from the student that they approve their records to be shared. The student must submit the request to The Death Investigation Training Academy, and it must include their name, course(s) completed and the person that they wish to share the information with and their name, email, position.

Per certification Standards- The Death Investigation Training Academy will provide enrollment and exit data on each student through the Proprietary Student Record Application System. An ID will be used to maintain the student's privacy.

14.4 Academic Advising

The academy has representatives that can assist students by providing information about the courses, policies, procedures, and eligibility requirements that the students may have. The advisor can suggest courses and what might be a good fit for the student, but it is the student's responsibility to complete their certification.

14.5 Career and Employment Services

The Death Investigation Academy does not help the student with finding employment.

14.6 Study Help

The Death Investigation Academy is committed to helping its students succeed. If there is a student that is having difficulties in their course they can get on chat and speak with someone, usually within a few minutes. If it is during non-business hours, they will be helped at the beginning of the next

business day via email. If that will not work, the student may speak to the instructor by setting up a meeting. The instructors are usually able to help the student within 24-48 hours.

14.7 Textbooks and Study Materials

Online Courses

All of our online courses have everything needed within the course at the time of purchase. The courses have the manuals, videos and tests included in course.

Classroom onsite Training

Usually everything the student will need is included in the tuition fee and provided on the first day of class. If any optional books or reference material is suggested, students will have the opportunity to purchase that prior to class.

14.8 Educational or Travel Visas

The Death Investigation Training Academy serves students in all states and many countries around the world, both through online as well as classroom training. Although students do not need to reside in the United States to complete the program, the academy is not involved with securing educational or travel visas for international students. Students should be prepared to make the necessary accommodations before applying to academy programs.

14.9 Change of Personal Information

Students are responsible for notifying the academy of all changes to their contact information. Students should keep the contact information in their academy portal accounts up to date. To change to personal information in the academy portal, students must log into their academy portal account, then click on account information where they can update all common information such as physical address and email address, work and home phone numbers, job titles, etc.

15.Contact Information

15.1 Academy Contact Information

Academy offices are open 9:00 a.m. – 4:00 p.m. CST, Monday through Friday. Each student is assigned a Student Coach & Mentor who can answer most questions. However, contact for any topic is listed below.
General Questions can be emailed to support@deathinvestigation.training

Office main phone number is: 1-888-556-0177
Our mailing address is: PO Box 571

16. Educational Programs

16.1 Educational Options

Class Preparation Online Programs

Everything the student needs is available online. They will need a computer or tablet that has access to the internet. We have found that the most updated version of Google Chrome works the best for our students.

Class Preparation Resident Programs (Instructor-Led)

The only thing the student needs is a laptop computer to bring to the course for which they enrolled. Everything else will be provided.

Change of Program (Online Programs)

Students can change programs by submitting this request to the Academy. They will be able to change as long as they have not completed more than 5% of the course and meet eligibility of the new course. The student will also have to fill out a new enrollment agreement for the new program.

Change of Program (Resident Programs)

Students can change programs up to two weeks for the original course is scheduled.

They will be able to change to a course that is equal or lesser value for free. If the cost of the course they are changing to is more than the course purchased, they will be required to pay the difference.

16.2 Academy Programs and Learning Tracks

The Death Investigation Academy offers several types of educational courses and instructional training.

The student will get a certificate of completion at the end of the course to prove they have completed the training.

General Education

Course Requirements: Courses in and of themselves do not have any eligibility requirements for education or work experience.

All are delivered in English.

16.3 Training Delivery Methods

The Death Investigation Academy offers both online and classroom-based programs.

Online Programs

Online programs take place entirely online including the exams. They are self-study and accessible 24/7/365 and can be accessed anywhere you have a good internet connection.

Classroom Programs

Classroom programs take place in person at the academy facility or hosted location and are live instructor-led programs.

16.4 Requirements for Certification as a Medicolegal Death Investigator

ONLINE:

Students in the online program will be tracked and monitored in several ways.

First, all of their course time will be tracked by log in and IP location.

Secondly, videos within the course will have 'proof of watch' images appear that will be a required answer on section quizzes.

Third, all section quizzes will consist of various questions relating to the topic previously covered. Students will be required to achieve a 100% passing score on each quiz to move forward in the course work. Students will also be required to submit assignments such as writing a scene report narrative and scene sketch. These assignments must be graded and will be considered passed if they meet the instructions given. Students cannot move forward in the course until assignments are approved.

Lastly, the course will conclude with a final exam that consists of 55 questions that are pulled from a random question tank of 225 questions. Questions and answers are randomized on each exam attempt to prevent student sharing of questions or answers.

The student must achieve a passing score of 90% to complete the course. Students wishing to sit for the National Certification Exam will take that exam through a proctor at a third-party location. The online examination will consist of 225 questions covering every topic presented in the online program. To be considered complete and achieve certification status, students must pass that exam with 90% accuracy. Students not meeting 90% will have an option to retest in 30 days.

CLASSROOM:

Students will be required to be present during all classroom instruction as well and any mock scene scenarios. Students will be presented with a quiz each morning prior to starting the day covering the topics from the previous day's instruction. At the end of the 40-hour classroom portion students will receive a certificate of participation in the course granting 40-hours continuing education credits.

Students seeking certification status will then be required to complete additional online modules. Students completing the online modules will be track and monitored in several ways.

First, all of their course time will be tracked by log in and IP location. Secondly, videos within the course will have 'proof of watch' images appear that will be a required answer on section quizzes.

Third, all section quizzes will consist of various questions relating to the topic previously covered. Students will be required to achieve a 100% passing score on each quiz to move forward in the course work.

Lastly, the course will conclude with a final exam that consists of 55 questions that are pulled from a random question tank of 225 questions. Questions and answers are randomized on each exam attempt to prevent student sharing of questions or answers. The student must achieve a passing score of 90% to complete the course.

Students wishing to sit for the National Certification Exam will take that exam through a proctor at a third-party location. The online examination will consist of 225 questions covering every topic presented in both the classroom and online programs. To be considered complete and achieve certification status, students must pass that exam with 90% accuracy. Students not meeting 90% will have an option to retest in 30 days.

Full course completion of both the classroom and online portion, including the certification exam, must be completed within 6-months of the start date of the classroom portion.

16.5 Requirements for other courses

Students must complete the course in its entirety and receive a passing grade of 100% on each quiz.

16.6 CLEE and Continuing Education Credits

CLEE credits are measured by program length, with one 50 – minute period equal to one CLEE credit. One-half credit increments (equal to 25 minutes) are permitted after the first credit has been earned and time is rounded down to the nearest full or half credit.

CLEE and continuing education credits are granted as regulated by the Missouri DPS POST commission and the American Board of Medicolegal Death Investigators (ABMDI).

16.7 Course Description Key

This section contains a course description key of the information found available within the course syllabi and course landing pages offered at the Death Investigation Academy.

Title of Course

The title of the course, as well as the certification or certificate of completion, earned upon successful completion.

Cost

The cost to enroll in the course/program.

Language

The language the course/program is taught in.

Skill Level

The course levels are determined by Basic, Intermediate, and Advanced. The courses will list what level they are within the Course Description.

Program Duration

The duration of the course/program in hours and/or days.

Continuing Education Credits

This is the number of CLEE credits that are awarded upon successful completion of the program.

CLEE

Stands for Continuing Law Enforcement Education

Eligibility Requirements (if applicable)

This covers the eligibility requirements necessary to attend the course/program.

Description

This is the course description, what you will learn during the program.

Renewal

If the program is a certification program this will cover how long the certification is active and when you would need to renew your certification.

Medicolegal Death Investigator- Online

This course has 37 hours of flat run time of video training. In addition, the course has 60 -minutes total of additional videos emphasizing training points. The course also has numerous articles and short eBooks that contain information relevant to quizzes. Lastly, the course contains 30 quizzes, two assignments that must be submitted for approval, and a 55-question final exam which must be passed successfully to obtain the certificate of completion.

- **01**
 - Overview of the Medicolegal Death Investigator Course**
 - Student Demographics
 - New platform design introduction
 - Welcome - Course Design and Layout
 - Getting started the right way.
 - Content Integrity and Copyright Notice

- Content and Copyright Notice Acknowledgment

- **02**

- **Section 1: Medicolegal Death Investigations**

- Section Introduction
- Medicolegal Death Investigation and Authority (7minutes)
- Quiz: Medicolegal Death Investigation and Authority
- Interacting with other agencies (10 minutes)
- Interacting with families (8 minutes)
- Quiz: Professional Interactions
- Establishing Decedent Identity (19 minutes)
- Proper Death Notification Procedures Part 1 (19 minutes)
- Proper Death Notification Procedures Part 2 (15 minutes)
- Death Notification - We regret to inform you (5 minutes)
- Quiz: Decedent Identity and Notification
- Death notification: Breaking the bad news
- Bonus eBook - Interview and Interrogation- getting information you want
- NIJ Publication - Death Investigation Procedures
- NIJ Publication - Mass Fatality Incidents

- **03**

- **Section 2: Scene Management and Documentation**

- Section Introduction- Scene Management and Documentation
- 10 Most Common Mistakes Made and Death Scenes
- Scene Arrival and Security (22 minutes)
- Initial Scene Walk Through (9 minutes)
- The Investigative Triangle (6 minutes)
- Quiz: Scene Arrival and Management
- Documenting the Scene - Photographs, Sketching, and Notes (26 minutes)
- Crime Scene Sketching Methods and Use
- Crime Scene Sketching Methods and Use (Downloadable)
- Quiz: Documenting the Scene
- Introduction to Blood Spatter (10 minutes)
- Identifying Evidence and Chain of Custody (26 minutes)
- Quiz: Evidence and Chain of Custody
- Scene Sketch Assignment Explanation
- Create a Scene Sketch

- **04**

- **Section 3: Determining Time of Death**

- Determining Time of Death Part 1 (33 minutes)
- Determining Time of Death Part 2 (25 minutes)
- Stages of Post Mortem Changes
- Forensic Entomology
- Body Temperature – Algor Mortis
- Eyeball Changes
- Quiz: Determining Time of Death

- **05**

- **Section 4: Defining Cause, Manner, and Mechanism of Death**

- Cause and Manner Section Intro
- Defining Cause, Manner, and Mechanism of Death (5 minutes)
- Implications in Cause and Manner Rulings (15 minutes)

- Implications in Time of Death Rulings (10 minutes)
- Canton Ohio Firefighter Suicide - Implication Example
- Daniel Kerrigan - Homicide Ruling Implications
- Quiz: Defining Cause, Manner, and Mechanism of Death

- **06**

- **Section 5: External Body Exam and Documentation**

- Section introduction
- External Body Exam and Documentation Part 1 (14 minutes)
- External Body Exam and Documentation Part 2 (13 minutes)
- External Body Exam Demonstration of an Adult (8 minutes)
- External Body Exam Demonstration of an infant (10 minutes)
- Collecting Hair and Fiber Evidence (4 minutes)
- Thermal Injuries
- Post Mortem Changes Time Line
- Surgical Artifacts
- Resuscitative Artifacts
- Forensic Body Exam Charts
- Rule of 9's Burn Documentation
- Obtaining and Documenting Post-Mortem Body Temperature (7 minutes)
- Quiz: External Body and Documentation
- Introduction to Toxicology Fluid Draws
- Fluid Draw Demonstrations (11 minutes)
- Quiz: Drawing Fluids for Toxicology

- **07**

- **Section 6: Forensic and Scientific Knowledge**

- Introduction to Forensic and Scientific Knowledge Section
- Understanding Basic Anatomy and Physiology (11 Minutes)
- Basic Anatomy Charts and Diagrams
- Bonus eBook - ANATOMY AND PHYSIOLOGY OF HUMAN BODY
- Medical Terminology
- Glossary of Commonly Used Terms
- Quiz: Human Anatomy and Physiology
- Introduction to Understanding the Sciences Used in Death Investigation.
- Understanding the Sciences Used in Death Investigation Part 1 (15 minutes)
- Understanding the Sciences Used in Death Investigation Part 2 (15 minutes)
- Anthropology (11 minutes)
- Forensic Entomology (7 minutes)
- Forensic Botany (1 minute)
- Forensic Odontology (5 minutes)
- Quiz: Sciences Used in Death Investigation

- **08**

- **Section 7: Forensic Overview of Cutting and Stabbing Injuries**

- Cutting and Stabbing Introduction
- Forensic Overview of Cutting and Stabbing Injury Part 1 (16 minutes)
- Forensic Overview of Cutting and Stabbing Injury Part 2 (15 minutes)
- Forensic Overview of Cutting and Stabbing Injury Part 3 (20 minutes)
- Forensic Overview of Cutting and Stabbing Injury Part 4 (20 minutes)
- Forensic Overview of Cutting and Stabbing Injury Part 5 (15 minutes)
- Quiz: Forensic Overview of Cutting and Stabbing Injury

- **09**

- **Section 8: Forensic Overview of Gun Shot Wounds**

- Introduction of Gun Shot Injury Investigation
 - Gun Shot Injury - Scene Investigation (20 minutes)
 - Range of Fire and Trajectory (20 minutes)
 - Gun Shot Wound Interpretation (20 minutes)
 - Documenting Injury and Summary (20 minutes)
 - Gun Shot Injury
 - Gun Diagrams

- **10**

- **Checking in - Half Way Point**

- Checking in - Half way Point
 - Half way point course evaluation

- **11**

- **Section 9: Investigating Suicide and Self-Harm Death**

- Section Intro
 - Investigating Suicide Defining Suicide and Initial Response (20 minutes)
 - Investigating Suicide - Scene Assessment and Equivocal Deaths (19 minutes)
 - Quiz Investigating Suicide Part 1
 - Investigating Suicide - Gun Shot Injuries (17 minutes)
 - Investigating Suicide - Overdose and Helium
 - Quiz Investigating Suicide Part 2
 - Investigating Suicide - Case Review

- **12**

- **Section 10: Autoerotic Fatalities - Interpreting and Scene**

- Section Intro Autoerotic Fatalities - Interpreting and Scene
 - Autoerotic Fatalities - Interpreting and Scene Part 1 (28 minutes)
 - Autoerotic Fatalities - Interpreting and Scene Part 2 (20 minutes)
 - Autoerotic Fatalities - Interpreting and Scene Part 3 (25 minutes)
 - Autoerotic Fatalities - Interpreting and Scene Part 4 (18 minutes)
 - Autoerotic Fatalities - Interpreting and Scene Part 5 (26 minutes)
 - Quiz: Autoerotic Fatalities - Interpreting and Scene
 - Case Review 1
 - Case Review 2
 - Bonus eBook * Autoerotic Fatalities - Interpreting and Scene
 - Autoerotic Fatalities: Interview Questions to Consider
 - Downloadable -Autoerotic Fatalities: Interview Questions to Consider

- **13**

- **Section 11: Asphyxial Death and Classification**

- Section Introduction
 - Defining Asphyxial Death an Classification (2 minutes)
 - Mechanical Asphyxiation - Hanging (15 minutes)
 - Ligature and Manual Strangulation (9 minutes)
 - Smothering, Gagging, Choking, and Drowning (6 minutes)
 - Inert Gas Asphyxiation (7 minutes)
 - Environmental Asphyxiation (11 minutes)
 - Pathological Asphyxiation (7 minutes)
 - Quiz: Asphyxial Death

- **14**

Section 12: Infant and Child Death

- Section Intro Infant and Child Death
- Why infant death training is important (20 minutes)
- When a child dies (24 minutes)
- Arrival on scene (23 minutes)
- Quiz: Infant death investigation
- Development Milestones and Aging Marks and Bruising (19 minutes)
- Quiz: Development Milestones and Aging Marks and Bruising
- External Body Exam and Documenting Injuries (29 minutes)
- Abusive Head Trauma
- eBook: Overcoming Defense Expert Testimony in Abusive Head Trauma Cases
- Quiz: External Body Exam and Documenting Injuries
- Getting Information from Witnesses and Completing the SUIDI Form (29 minutes)
- Doll Re-enactments (14 minutes)
- Place/Found Placards (downloadable)
- Quiz: Documenting Scene and Witness Statements
- Identifying and Collecting Evidence (20 minutes)
- Quiz: Identifying and Collecting Evidence
- Differing Causes of Death (21 minutes)
- Quiz: Differing Causes of Death
- SUIDI Scene Form
- SUIDI Additional Scene Forms

• 15

Section 13: Principles of Report Writing

- Section Intro Principles of Report Writing
- Principles of Investigative Report Writing Part 1 (14 minutes)
- Principles of Investigative Report Writing Part 2 (13 minutes)
- Report Writing in Death Cases
- How to write organized and concise reports
- Quiz: Principles of Investigative Report Writing
- Scene Narrative Assignment Explanation
- Scene Investigation Narrative

• 16

Section 14: Court Room Preparation and Testimony

- Section Intro. Court Room Preparation and Testimony
- Court Room Preparation and Testimony Part 1 (12 minutes)
- Court Room Preparation and Testimony Part 2 (10 minutes)
- NJCLES Effective Courtroom Testimony (9minutes)
- Credibility – How credible do you appear
- Quiz: Court Room Preparation and Testimony

• 17

Section 15: Professionalism and Ethics

- Professionalism and Ethics Section Introduction
- Professional and Ethical Conduct (22 minutes)
- Attributes of a Successful Investigator (17 minutes)
- Ethics in Investigation and Law Enforcement
- Quiz: Professionalism and Ethics

• 18

Section 16: Cultural Diversity and Death Investigation

- Section Intro Cultural Diversity and Death Investigation
- Cultural Diversity and Death Investigation Video 1 (21 minutes)
- Cultural Diversity and Death Investigation Video 2 (22 minutes)
- Quiz: Cultural Diversity and Death Investigation
- Cultural Diversity and Death Investigation Video 3 (32 minutes)
- Quiz: Cultural Diversity and Death Investigation
- Cultural Diversity Guide Book

- **19**

Section 17: Managing Conflict in the Workplace

- Section Introduction
- Basic Principles of Conflict (11 minutes)
- Five Primary Causes of Conflict (19 minutes)
- Knowing When Conflict is Out of Line (14 minutes)
- Quiz: Principles and Causes of Conflict
- How Conflict is Resolved (14 minutes)
- Qualities of a Peacemaker (20 minutes)
- Quiz: Resolving Conflict

- **20**

Section 18: Job Related Stress - Secondary Traumatic Stress

- Section Intro
- Job Related Stress Part 1-4 (30 minutes)
- Job Related Stress Part 2-4 (30 minutes)
- Job Related Stress Part 3-4 (25 minutes)
- Job Related Stress Part 4-4 (25 minutes)
- Quiz: Job Related Stress

Medicolegal Death Investigator - Classroom

Program Details

Below is a listing of educational topics covered in the classroom certification program. There is an online component to the program and that is defined as well. Students will complete the classroom portion within the 5-day session and then self-study and complete the online modules prior to taking the final course exam and then applying for the Certification Exam. There are 2 hours built into this course for study time and quiz time, making this a 50-hour course.

Medicolegal Death Investigation Process. (8 hours)

- Defining Authority
- Interacting with other agencies
- Interacting with Families
- Understanding Forensic Sciences used in Death Investigations
- Proper Decedent Identification
- Death Notification Procedures
- Methods of Determining Time of Death
- Defining Cause, Manner, and Mechanism of Death
- External Body exam protocol and wound documentation

Scene Management (4 Hours)

- Scene Management and Documentation
- 10 Most common mistakes made at crime scenes
- Initial Scene arrival considerations
- Identification of evidence v. personal property
- Collecting and Documenting Evidence

Forensic Importance of Injury (4 Hours)

- Understanding and Documenting Gunshot Injuries
- Understanding and Documenting Blunt and Sharp Force Injuries
- Asphyxia Death Classifications

Investigating Infant and Child Death (4 Hours)

- Why infant death training is critical
- Differences Between Infant and Adult Deaths
- Infant Death Evidence and Scene Documentation
- National Guidelines in Infant Death Cases

Investigating Suicide and Self-Harm (4 Hours)

- Defining Suicide
- Equivocal Death Investigations
- Stage Scenes
- Autoerotic Death Incidents

Human Osteology (4 Hours)

- Human Skeleton

- Recognizing Human v Animal Bones
- Introduction to Bone Injury

Professionalism Ethics in Investigations (4 Hours)

- Skill and Attributes of a Successful Investigator
- Courtroom Trial and Preparation

Report Writing Procedures for Death Investigations (4 Hours)

- Writing Case Report for Death cases
- Cold Case Considerations
- How to Organize the Facts

Recognizing and Combating Secondary Traumatic Stress in the Job (4 Hours)

- Recognizing Job-Related Stress
- How Death Investigations can affect Family Life Balance
- Guarding Your Mental Health

Online Component (8 Hours) Self-Paced

- Forensic and Scientific Knowledge
- Basic Anatomy and Physiology
- Motor Vehicle and Pedestrian Crash Injury Analysis
- Introduction of the Science of Botany and how it's used in Death Investigation
- Introduction of the Science of Anthropology and how it's used in Death Investigation
- Introduction of the Science of Entomology and how it's used in Death Investigation
- Cultural Diversity in Death Investigations