

## Scorecard - Medical Examiner Department

### Information

**Name:** Medical Examiner Department

**Description:** The mission of the Medical Examiner Department is to provide accurate, timely, dignified, compassionate and professional death investigative services for the citizens of Miami-Dade County, together with education, consultation and research for local and national medical, legal, academic and law enforcement communities.

**Domain:** Medical Examiner

**Owners:** Hyma, Bruce A. (ME); Lew, Emma O. (ME)

### Details

















	As Of		Actual	Business Plan Goal		FYTD Actual	FYTD Goal
<b>▼ 1.0 Customer</b>							
<b>▼ Fulfill Statutory Mandate (FS Chapter 406) (PS 1-2 / PS 2-1 / GG 5-1)</b>							
Body Disposition Requests Processed /Approved per Florida Statute GG 5-1	2015 FY	▲	9,294	8,100	▲	9,294	8,100
Body Disposition Requests Processed /Approved per Florida Statute GG 5-1 Quarterly FY	n/a		n/a	n/a		n/a	n/a
Deaths Certified Annually (Autopsies, External Examinations, Skeletal Examinations and Telephone Cases) PS 1-2	2015 FY	▼	2,387	2,309	▼	2,387	2,309
Deaths Certified Quarterly (Autopsies, External Examinations, Skeletal Examinations and Telephone Cases) PS 1-2	'16 FQ2	▲	597	615	▼	1,232	1,230
Deaths Certified Monthly PS 1-2	Mar '16	▲	194	205	▼	1,232	1,230
Autopsies performed annually (Fiscal) PS 1-2	2015 FY	▼	1,760	1,720	▼	1,760	1,720
Autopsies Performed Quarterly (Fiscal)	n/a		n/a	n/a		n/a	n/a
Non ME Cases (Jurisdiction Declined) PS 1-2	Mar '16	▲	109	101	▲	650	606
Total Number of Cases Investigated/Processed by the Medical Examiner - Fiscal Year PS 1-2	2015 FY	▼	13,518	12,200	▼	13,518	12,200
Total Number of Cases Investigated/Processed by the Medical Examiner - Quarterly by Fiscal Year	'16 FQ1		810	n/a		810	n/a
Medicolegal Number of Scene Calls per Month (PS 2-1 / PS 1-2)	Mar '16	▼	6	7	▲	58	42
Medicolegal Non-ME Cases Cleared per Month PS 1-2	Mar '16	▼	49	53	▼	307	318
<b>▼ Comply with Florida Administrative Code - Bone &amp; Tissue Procurement (HH 1-1 / GG 5-1)</b>							
Percentage of ME cases that are bone, tissue, or organ donors (HH 1-1 / GG 5-1)	Mar '16	▲	11%	8%	▼	8%	8%
<b>▼ Indigent Cremation Service (FS Chapters 406 and 872) GG 5-1</b>							
Indigent Cremation Service Cases Annually (Fiscal Year) GG 5-1	2015 FY	▲	671	819	▲	671	819
Indigent Cremation Service Cases Quarterly (Fiscal Year)	'16 FQ1		177	n/a		177	n/a
Indigent Cremation Service cases cremated	Feb '16	▼	37	49	▲	268	245
Indigent Cremation Service cases opened	Feb '16	▼	75	75	▼	383	373
Indigent Cremation Service pre approval cases opened	Feb '16	▼	20	23	▼	17	23
<b>▼ Forensic Toxicology Laboratory Activity (PS 1-2 / HH 1-1)</b>							
Toxicology Cases Processed (ME District 11, Miami-Dade)	Mar '16	▲	182	157	▲	975	942
Toxicology Cases Received - (ME District 11, Miami-Dade)	2015 FY	▲	1,944	1,719	▲	1,944	1,719
Toxicology Cases Received Quarterly - (ME District 11, Miami-Dade)	'16 FQ2		599	n/a		1,142	n/a
Toxicology Cases Received - (Outside Districts)	2015 FY	▼	469	487	▼	469	487
Toxicology Cases Received Quarterly - (Outside Districts)	'16 FQ2		114	n/a		261	n/a
Toxicology assays performed on MDME cases	2015 FY	▼	9,854	10,467	▼	9,854	10,467
Toxicology assays performed on MDME Cases Quarterly	'16 FQ2		3,113	n/a		5,456	n/a

## Scorecard - Medical Examiner Department






Toxicology assays performed on Outside cases	2015 FY		1,818	2,181		1,818	2,181
Toxicology assays performed on Outside cases Quarterly	'16 FQ2		465	n/a		987	n/a
Toxicology assays for QA/QC evaluations	2015 FY		6,356	4,565		6,356	4,565
Toxicology assays for QA/QC evaluations Quarterly	'16 FQ2		1,992	n/a		3,625	n/a
Toxicology Case Turnaround Time	Mar '16		58.5	30.0		64.9	30.0
Toxicology Cases Processed (Outside Districts)	Mar '16		6	75		211	450
Accreditation Criteria for Toxicology Turnaround (ME Cases)	Mar '16		88.0%	90.0%		79.2%	90.0%
<b>▼ Expand awareness of death investigation processes PS 2-2</b>							
Training activities for public safety agencies and the community - Number of activities per month	Mar '16		8	10		37	60
Training activities for public safety agencies and the community - Number of students per month	Mar '16		71	100		820	600
<b>▼ Improve Effectiveness of Outreach and Response PS 2-2</b>							
Accidental infant deaths (<=2 years) excluding drownings: KPI	2015 FY		26	0		26	0
Accidental infant deaths (<=2 years) excluding drownings quarterly: KPI	n/a		n/a	n/a		n/a	n/a
Drownings of Minors (Ages > 2 and <=17): KPI	2015 FY		0	0		0	0
Drownings of Minors (Ages > 2 and <=17) Quarterly: KPI	n/a		n/a	n/a		n/a	n/a
Accidental Infant (<or=2 years) deaths due to drowning, water submersion or immersion: KPI	2015 FY		2	2		2	2
Accidental Infant (<or=2 years) deaths due to drowning, water submersion or immersion quarterly: KPI	n/a		n/a	n/a		n/a	n/a
<b>▼ 2.0 Financial</b>							
<b>▼ Meet Budget Targets (Medical Examiner) GG 4-2</b>							
Expen: Total (Medical Examiner)	'16 FQ2		\$2,630K	\$2,924K		\$5,470K	\$5,848K
Revenue: Total (Medical Examiner)	'16 FQ2		\$205K	\$2,924K		\$476K	\$5,848K
Positions: Full-Time Filled (ME)	'16 FQ2		81	83		163	166
				(80 - 83)			(160 - 166)
<b>▼ 3.0 Internal</b>							
<b>▼ Forensic Evidence Recovery Team - Measure Overall Performance PS 2-1</b>							
FERT - Average Arrival Response Time (Minutes) PS 2-1	Mar '16		57	60		53	60
FERT - Number of calls above 60 minutes per month PS2-1	Mar '16		107	5		538	30
FERT - % of calls that are above 60 minutes per month, historical PS2-1	Mar '16		45	5		36	5
<b>▼ Autopsy Reports Preparation Time (PS 1-2)</b>							
Autopsy protocol preparation time (calendar days)	Mar '16		4	14		9	14
<b>▼  Department Sortie-Medical Examiner Release Time (hours) PS 1-2</b>							
Department Sortie-Medical Examiner Release Time(hours) PS 1-2	Mar '16		28	24		25	24
<b>▼ Scene Investigations by Medical Examiners (PS 1-2 / PS 2-1)</b>							
Scene Investigations by Medical Examiners	2015 FY		180	191		180	191
<b>▼ Forensic Imaging Unit Activity PS 1-2</b>							
Photographs Taken For Medical Examiners	2015 FY		132,453	115,800		132,453	115,800
Photographs Taken For Medical Examiners Quarterly	'16 FQ2		33,770	n/a		84,092	n/a
Workorders processed workload	Mar '16		584	463		3,519	2,778
Total Images reproduced	Mar '16		5,503	5,466		45,908	32,796



## Scorecard - Medical Examiner Department

▼ Evaluate Laboratory Case Input and Output PS 1-2							
Ratio of Toxicology cases completed to cases received.	Mar '16		0.90	1.00		0.84	1.00
▼ ME Case Load (NAME) Accreditation (PS 1-2 / GG 2-2)							
Percent of Staff Doctors Meeting Case Load (NAME Accreditation) Guidelines	2015 FY		40%	100%		40%	100%
Staff Doctors Meeting Case Load (NAME Accreditation) Guidelines Quarterly	'16 FQ2		351	408		720	816
NAME Performance Measure: Percent of all death investigations performed by the department that are certified as to cause and manner of death within 90 days.	Mar '16		91 (1,937 / 2,128)	90		91 (11,467 / 12,652)	90
NAME Performance Measure: Percent of all death investigations performed by the department that are certified as to cause and manner of death within 60 days.	Mar '16		89 (1,891 / 2,128)	90		89 (11,215 / 12,652)	90
▼ FAME Practice Guidelines for Pathologist Autopsy Case Load (PS 1-2 / GG2-2)							
Percent Staff Pathologist Meeting FAME Autopsy Case Load Guidelines	2015 FY		100%	100%		100%	100%
Staff Pathologists Meeting FAME Autopsy Case Load Guidelines Quarterly	'16 FQ2		187	258		366	516
▼ Body Inventory PS 1-2							
Body Count in refrigeration	Mar '16		93	70		101	70
▼ 4.0 Learning and Growth							
CME Modifications - Electronic Signature GG 3-2							
CME Migration from VAST to latest NET version. GG 3-2							
EDRS Integration with CME GG 3-2							
Implementation of NCIC system GG 3-2							

## Business Plan Report - Medical Examiner Department


Scorecard	Description											Owners		
Medical Examiner Department	The mission of the Medical Examiner Department is to provide accurate, timely, dignified, compassionate and professional death investigative services for the citizens of Miami-Dade County, together with education, consultation and research for local and national medical, legal, academic and law enforcement communities.											Hyma, Bruce A. (ME); Lew, Emma O. (ME)		
Initiatives Linked to Scorecard		Est. Start	Est. End	Type	As Of						%	Status	Owners	
Unidentified Decedents		1/1/2009	9/30/2020		9/11/2009						20%	In Progress	Hyma, Bruce A. (ME)	
Implement Mass Dissaster Plan		11/1/2012	10/31/2014		n/a						n/a		Rivera-Morales, Jorge (ME)	

### 1.0 Customer

Objective	Description	Owners
Fulfill Statutory Mandate (FS Chapter 406) (PS 1-2 / PS 2-1 / GG 5-1)	This state Statute defines the duty, authority and accountability of the District Medical Examiner. It further defines the types of death over which the District Medical Examiner has jurisdiction. The types of death include all violent deaths, deaths which are sudden and unexplained, all homicides, all suicides, accidental deaths, all deaths in police custody or prison, deaths from occupational exposures, public health threats, poisonings, deaths from unusual or mysterious circumstances, deaths without proper medical certification, and bodies which are to be cremated, dissected or buried at sea.	Hyma, Bruce A. (ME)

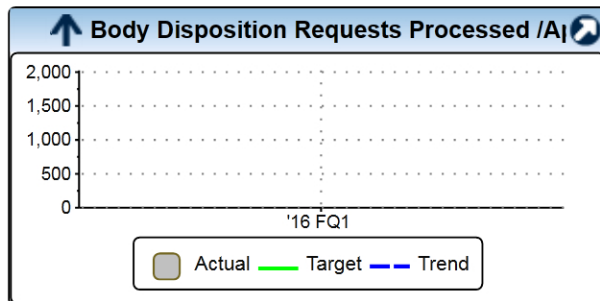
Grandparent Objectives	Description	Owners
PS1 Reduced Crime		Miami-Dade County

Parent Objectives	Description	Owners
PS1-2 Solve Crimes Quickly and Accurately		Miami-Dade County

Measures Linked to Objective		Period	Actual	Target	Variance	Owners
Body Disposition Requests Processed / Approved per Florida Statute GG 5-1		2015 FY	9,294	8,100	1,194	Hyma, Bruce A. (ME); Melton-Lamar, Veronica (ME)

Child Measures		Period	Actual	Target	Variance	Owners
Body Disposition Requests Processed / Approved per Florida Statute GG 5-1 Quarterly FY		n/a	n/a	n/a	n/a	Hyma, Bruce A. (ME); Melton-Lamar, Veronica (ME)

Body Disposition Requests Processed / Approved per Florida Statute GG 5-1 Quarterly FY		n/a	n/a	n/a	n/a	Hyma, Bruce A. (ME); Melton-Lamar, Veronica (ME)
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# Business Plan Report - Medical Examiner Department

Deaths Certified Annually (Autopsies, External Examinations, Skeletal Examinations and Telephone Cases) PS 1-2

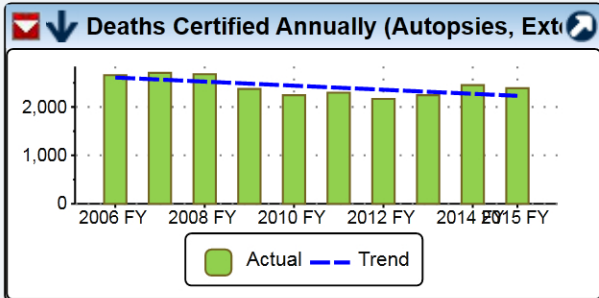


2015 FY

2,387

2,309

78 Hyma, Bruce A. (ME); Melton-Lamar, Veronica (ME)



Child Measures		Period	Actual	Target	Variance	Owners
Deaths Certified Quarterly (Autopsies, External Examinations, Skeletal Examinations and Telephone Cases) PS 1-2		'16 FQ2	597	615		18 Melton-Lamar, Veronica (ME)

Deaths Certified Quarterly (Autopsies, External Examinations, Skeletal Examinations and Telephone Cases) PS 1-2

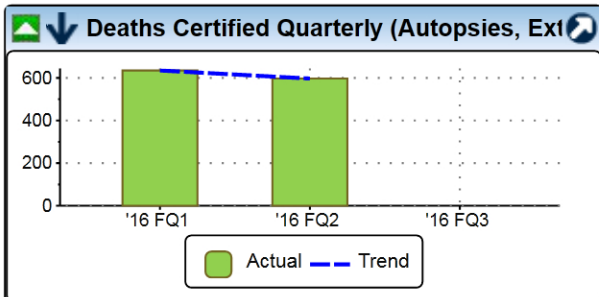


'16 FQ2

597

615

18 Melton-Lamar, Veronica (ME)



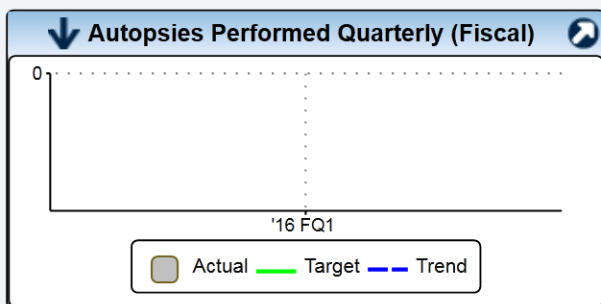
Child Measures		Period	Actual	Target	Variance	Owners
Deaths Certified Monthly PS 1-2		Mar '16	194	205		11 Melton-Lamar, Veronica (ME); Hyma, Bruce A. (ME)
Deaths Certified Monthly PS 1-2		Mar '16	194	205		11 Melton-Lamar, Veronica (ME); Hyma, Bruce A. (ME)

Child Measures		Period	Actual	Target	Variance	Owners
Accidents		Mar '16	63	58		-5 Melton-Lamar, Veronica (ME); Hyma, Bruce A. (ME)
Homicides		Mar '16	18	20		2 Melton-Lamar, Veronica (ME); Hyma, Bruce A. (ME)

# Business Plan Report - Medical Examiner Department

Naturals		Mar '16	55	78	23	Melton-Lamar, Veronica (ME); Hyma, Bruce A. (ME)
Suicides		Mar '16	17	17	0	Melton-Lamar, Veronica (ME); Hyma, Bruce A. (ME)
Pending		Mar '16	41	34	-7	Melton-Lamar, Veronica (ME); Hyma, Bruce A. (ME)
Other Deaths Certified		Mar '16	0	1	1	Melton-Lamar, Veronica (ME); Hyma, Bruce A. (ME)
Autopsies performed annually (Fiscal) PS 1-2		2015 FY	1,760	1,720	40	Hyma, Bruce A. (ME); Melton-Lamar, Veronica (ME)

Child Measures		Period	Actual	Target	Variance	Owners
Autopsies Performed Quarterly (Fiscal)		n/a	n/a	n/a	n/a	Melton-Lamar, Veronica (ME)
Autopsies Performed Quarterly (Fiscal)		n/a	n/a	n/a	n/a	Melton-Lamar, Veronica (ME)



Non ME Cases (Jurisdiction Declined) PS 1-2		Mar '16	109	101	8	Melton-Lamar, Veronica (ME); Hyma, Bruce A. (ME)
Medicolegal Non-ME Cases Cleared per Month PS 1-2		Mar '16	49	53	-4	Tyler-Luke, Sharmaine (ME); Hyma, Bruce A. (ME); Caprara, Darren (ME)

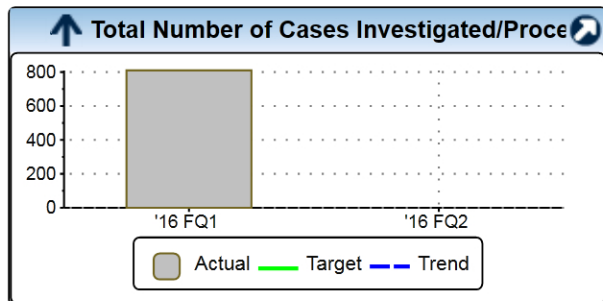
Total Number of Cases Investigated/ Processed by the Medical Examiner - Fiscal Year PS 1-2		2015 FY	13,518	12,200	-1,318	Hyma, Bruce A. (ME)
Child Measures		Period	Actual	Target	Variance	Owners
Total Number of Cases Investigated/ Processed by the Medical Examiner - Quarterly by Fiscal Year		'16 FQ1	810	n/a	n/a	Melton-Lamar, Veronica (ME)




## Business Plan Report - Medical Examiner Department


Total Number of Cases Investigated/Processed by the Medical Examiner - Quarterly by Fiscal Year

Period	Actual	Target	Variance	Owners
'16 FQ1	810	n/a	n/a	Melton-Lamar, Veronica (ME)



Medicolegal Number of Scene Calls per Month (PS 2-1 / PS 1-2)	📌	Mar '16	6	7	-1 Tyler-Luke, Sharmaine (ME); Hyma, Bruce A. (ME); Caprara, Darren (ME)
Medicolegal Non-ME Cases Cleared per Month PS 1-2	📌	Mar '16	49	53	-4 Tyler-Luke, Sharmaine (ME); Hyma, Bruce A. (ME); Caprara, Darren (ME)

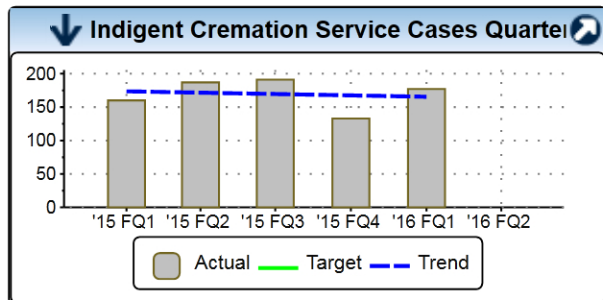
Objective	Description						Owners
Comply with Florida Administrative Code - Bone & Tissue Procurement (HH 1-1 / GG 5-1)	Comply with Florida Administrative Code - Bone & Tissue Procurement. Cadaver bone and tissue donors come to the Medical Examiner Department, from Miami-Dade County and from other jurisdictions, in order for the University of Miami to procure bone and tissue for transplantation and/or research.						Hyma, Bruce A. (ME)
Grandparent Objectives	Description						Owners
PS1 Reduced Crime							Miami-Dade County
Parent Objectives	Description						Owners
PS1-2 Solve Crimes Quickly and Accurately							Miami-Dade County
Measures Linked to Objective			Period	Actual	Target	Variance	Owners
Percentage of ME cases that are bone, tissue, or organ donors (HH 1-1 / GG 5-1)			Mar '16	11%	8%	3%	Hyma, Bruce A. (ME); Melton-Lamar, Veronica (ME)

Objective	Description						Owners
Indigent Cremation Service (FS Chapters 406 and 872) GG 5-1	This service provides for the disposition of unclaimed or indigent, identified or unidentified human remains.						Hyma, Bruce A. (ME); Witty-Fortunato, Sandra (ME); Medical Examiner
Parent Objectives	Description						Owners
HH2 Basic needs of vulnerable Miami-Dade County residents are met							Miami-Dade County
Measures Linked to Objective			Period	Actual	Target	Variance	Owners
Indigent Cremation Service Cases Annually (Fiscal Year) GG 5-1			2015 FY	671	819	-148	Hyma, Bruce A. (ME); Witty-Fortunato, Sandra (ME); Galligaris, Julio (ME)

# Business Plan Report - Medical Examiner Department

Child Measures	Period	Actual	Target	Variance	Owners
Indigent Cremation Service Cases Quarterly (Fiscal Year)	'16 FQ1	177	n/a	n/a	Witty-Fortunato, Sandra (ME)

Indigent Cremation Service Cases Quarterly (Fiscal Year)	'16 FQ1	177	n/a	n/a	Witty-Fortunato, Sandra (ME)
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Child Measures	Period	Actual	Target	Variance	Owners
Indigent Cremation Service cases cremated	Feb '16	37	49	-12	Witty-Fortunato, Sandra (ME); Hyma, Bruce A. (ME); Galligaris, Julio (ME)
Indigent Cremation Service cases cremated	Feb '16	37	49	-12	Witty-Fortunato, Sandra (ME); Hyma, Bruce A. (ME); Galligaris, Julio (ME)
Indigent Cremation Service cases opened	Feb '16	75	75	0	Witty-Fortunato, Sandra (ME); Hyma, Bruce A. (ME); Galligaris, Julio (ME)
Indigent Cremation Service pre approval cases opened	Feb '16	20	23	n/a	Hyma, Bruce A. (ME); Witty-Fortunato, Sandra (ME); Galligaris, Julio (ME)

Objective	Description	Owners
Forensic Toxicology Laboratory Activity (PS 1-2 / HH 1-1)	Total cases received and processed in District 11 and for outside clients	Hime, George W. (ME); Medical Examiner

Grandparent Objectives	Description	Owners
PS1 Reduced Crime		Miami-Dade County

Parent Objectives	Description	Owners
PS1-2 Solve Crimes Quickly and Accurately		Miami-Dade County

Measures Linked to Objective	Period	Actual	Target	Variance	Owners
Toxicology Cases Processed (ME District 11, Miami-Dade)	Apr '16	168	157	11	Hyma, Bruce A. (ME); Hime, George W. (ME)
Toxicology Cases Received - (ME District 11, Miami-Dade)	2015 FY	1,944	1,719	225	Hime, George W. (ME); Hyma, Bruce A. (ME)

Child Measures	Period	Actual	Target	Variance	Owners
Toxicology Cases Received Quarterly - (ME District 11, Miami-Dade)	'16 FQ2	599	n/a	n/a	Hime, George W. (ME)

## Business Plan Report - Medical Examiner Department

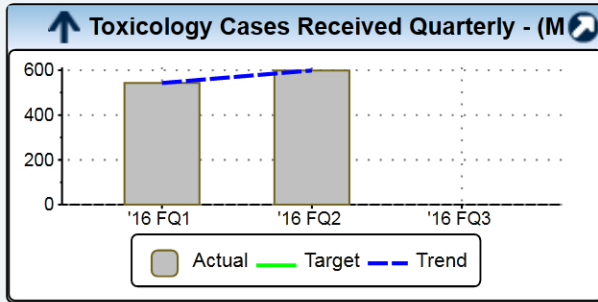
Toxicology Cases Received Quarterly -  
(ME District 11, Miami-Dade)

'16 FQ2

599

n/a

n/a Hime, George W. (ME)



Toxicology Cases Received - (Outside Districts)



2015 FY

469

487

-18 Hime, George W. (ME);  
Hyma, Bruce A. (ME)

Child Measures	Period	Actual	Target	Variance	Owners
Toxicology Cases Received Quarterly - (Outside Districts)	'16 FQ2	114	n/a	n/a	Hime, George W. (ME)

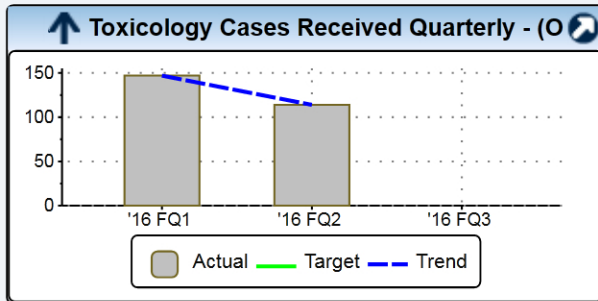
Toxicology Cases Received Quarterly -  
(Outside Districts)

'16 FQ2

114

n/a

n/a Hime, George W. (ME)



Toxicology assays performed on MDME cases

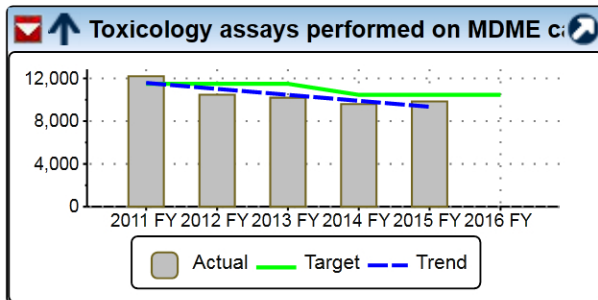


2015 FY

9,854

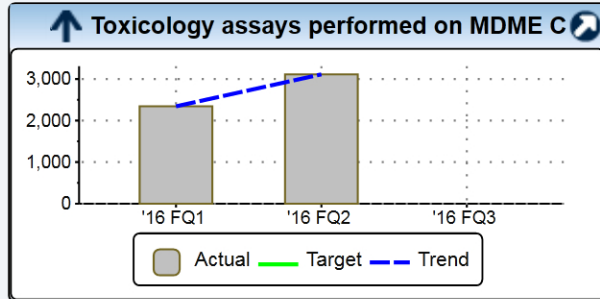
10,467

-613 Hime, George W. (ME)

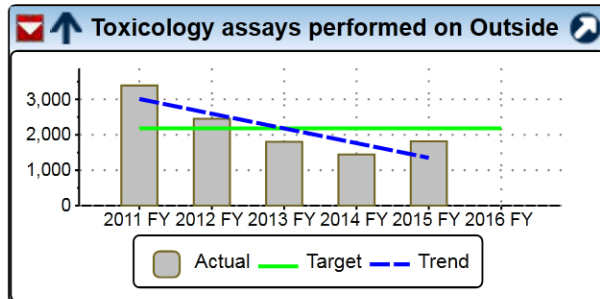


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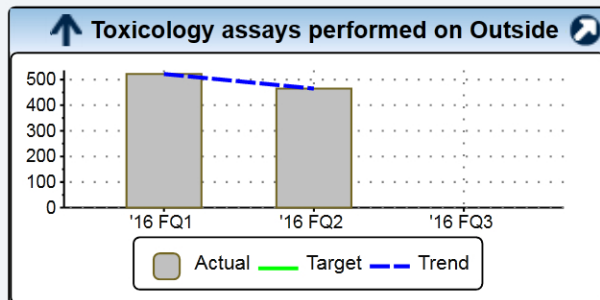
Child Measures	Period	Actual	Target	Variance	Owners
Toxicology assays performed on MDME Cases Quarterly	'16 FQ2	3,113	n/a	n/a	Hime, George W. (ME)
Toxicology assays performed on MDME Cases Quarterly	'16 FQ2	3,113	n/a	n/a	Hime, George W. (ME)



Toxicology assays performed on Outside cases	2015 FY	1,818	2,181	-363	Hime, George W. (ME)
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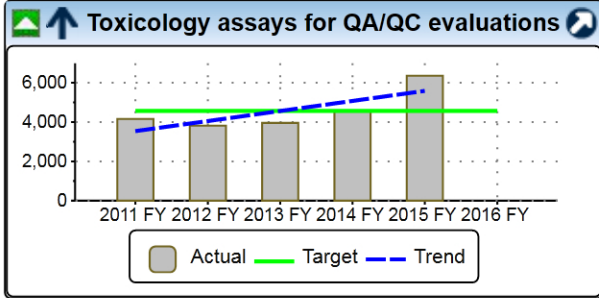
Child Measures	Period	Actual	Target	Variance	Owners
Toxicology assays performed on Outside cases Quarterly	'16 FQ2	465	n/a	n/a	Hime, George W. (ME)
Toxicology assays performed on Outside cases Quarterly	'16 FQ2	465	n/a	n/a	Hime, George W. (ME)



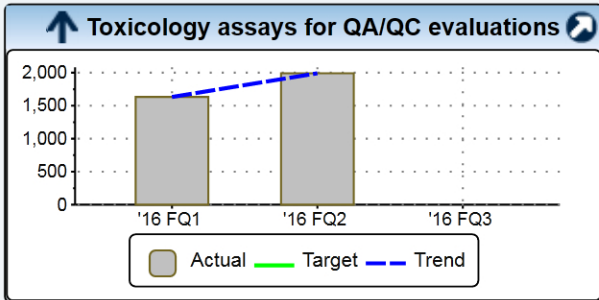





# Business Plan Report - Medical Examiner Department

Toxicology assays for QA/QC evaluations  2015 FY 6,356 4,565 1,791 Hime, George W. (ME)



Child Measures	Period	Actual	Target	Variance	Owners
Toxicology assays for QA/QC evaluations Quarterly	'16 FQ2	1,992	n/a	n/a	Hime, George W. (ME)
Toxicology assays for QA/QC evaluations Quarterly	'16 FQ2	1,992	n/a	n/a	Hime, George W. (ME)



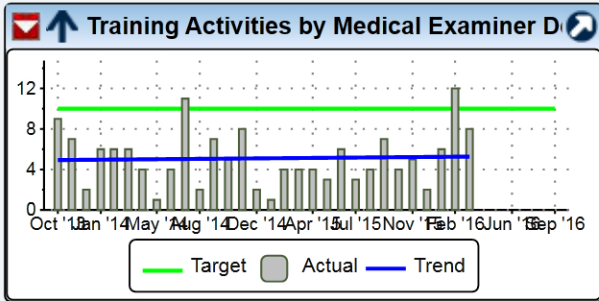
Toxicology Case Turnaround Time		Apr '16	79.0	60.0	-19.0	Hime, George W. (ME); Hyma, Bruce A. (ME)
Toxicology Cases Processed (Outside Districts)		Apr '16	0	75	-75	Hyma, Bruce A. (ME); Hime, George W. (ME)
Accreditation Criteria for Toxicology Turnaround (ME Cases)		Apr '16	62.0%	90.0%	-28.0%	Hime, George W. (ME)

Objective	Description	Owners
Expand awareness of death investigation processes PS 2-2	Strengthen the bond between the Medical Examiner Department, public safety departments, educational institutions and the community through lectures, seminars, professional meetings, instructional tours, student internships, presentations in schools, and Career Days.	Hyma, Bruce A. (ME)
Grandparent Objectives	Description	Owners
PS2 Reductions in Preventable Death, Injury, and Property Loss		Miami-Dade County

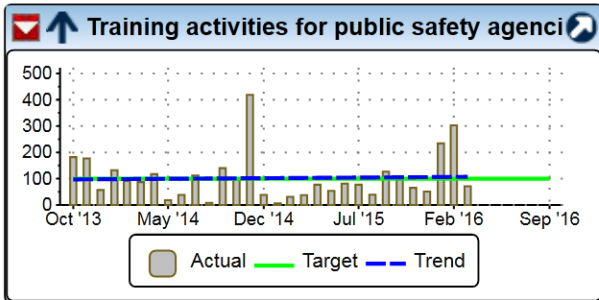
## Business Plan Report - Medical Examiner Department

Parent Objectives	Description	Owners
PS2-2 Improve Effectiveness of Outreach and Response		Miami-Dade County

Measures Linked to Objective	Period	Actual	Target	Variance	Owners
Training activities for public safety agencies and the community - Number of activities per month	Mar '16	8	10	-2	Caprara, Darren (ME)



Training activities for public safety agencies and the community - Number of students per month	Mar '16	71	100	-29	n/a
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Objective	Description	Owners
Improve Effectiveness of Outreach and Response PS 2-2		Rivera-Morales, Jorge (ME)

Measures Linked to Objective	Period	Actual	Target	Variance	Owners
Accidental infant deaths (<=2 years) excluding drownings: KPI	2015 FY	26	15	11	Galligaris, Julio (ME); Hyma, Bruce A. (ME); Miami-Dade County

Child Measures	Period	Actual	Target	Variance	Owners
Accidental infant deaths (<=2 years) excluding drownings quarterly: KPI	n/a	n/a	n/a	n/a	n/a Galligaris, Julio (ME); Miami-Dade County; Rivera-Morales, Jorge (ME)

Business Plan Report - Medical Examiner Department

Accidental infant deaths (<=2 years) excluding drownings quarterly: KPI

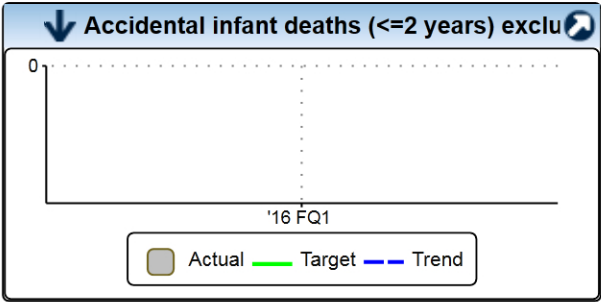
n/a

n/a

n/a

n/a

Galligaris, Julio (ME); Miami-Dade County; Rivera-Morales, Jorge (ME)



Drownings of Minors (Ages > 2 and <=17): KPI

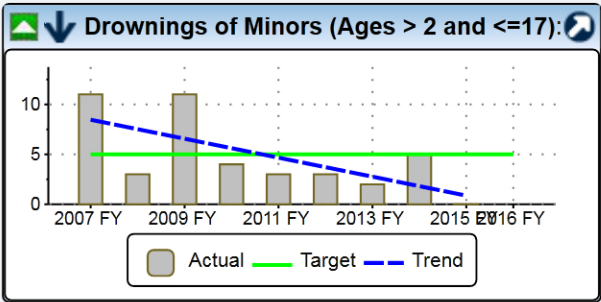
2015 FY

0

5

-5

Hyma, Bruce A. (ME); Galligaris, Julio (ME); Miami-Dade County



Child Measures	Period	Actual	Target	Variance	Owners
Drownings of Minors (Ages > 2 and <=17) Quarterly: KPI	n/a	n/a	n/a	n/a	Miami-Dade County; Rivera-Morales, Jorge (ME); Galligaris, Julio (ME)

## Business Plan Report - Medical Examiner Department

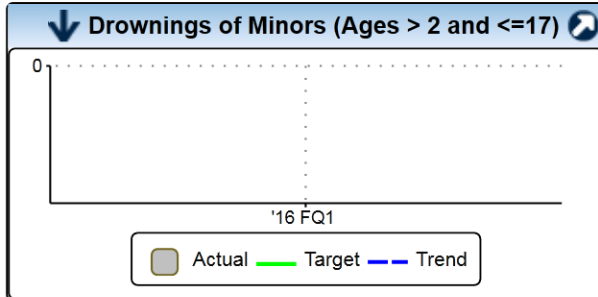
Drownings of Minors (Ages > 2 and <=17)  
Quarterly: KPI

n/a

n/a

n/a

n/a Miami-Dade County;  
Rivera-Morales, Jorge (ME);  
Galligaris, Julio (ME)



Accidental Infant (<or=2 years) deaths due  
to drowning, water submersion or  
immersion: KPI

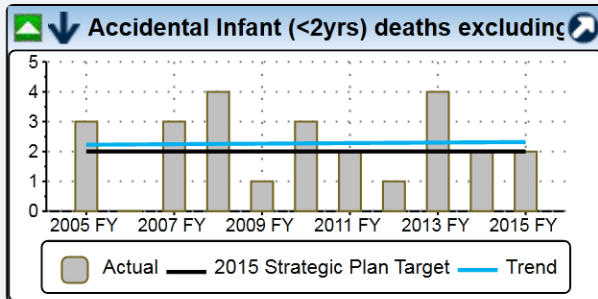


2015 FY

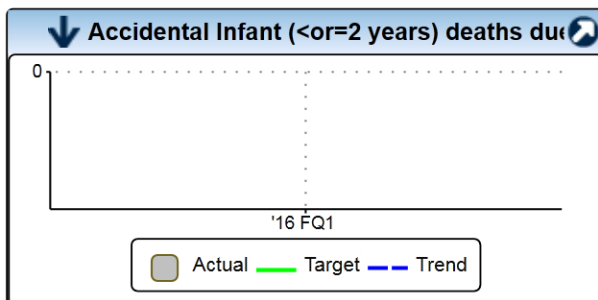
2

2

0 Hyma, Bruce A. (ME); Galligaris, Julio (ME)  
; Miami-Dade County



Child Measures	Period	Actual	Target	Variance	Owners
Accidental Infant (<or=2 years) deaths due to drowning, water submersion or immersion quarterly: KPI	n/a	n/a	n/a	n/a	Miami-Dade County; Rivera-Morales, Jorge (ME); Galligaris, Julio (ME)
Accidental Infant (<or=2 years) deaths due to drowning, water submersion or immersion quarterly: KPI	n/a	n/a	n/a	n/a	Miami-Dade County; Rivera-Morales, Jorge (ME); Galligaris, Julio (ME)





## Business Plan Report - Medical Examiner Department

### 2.0 Financial

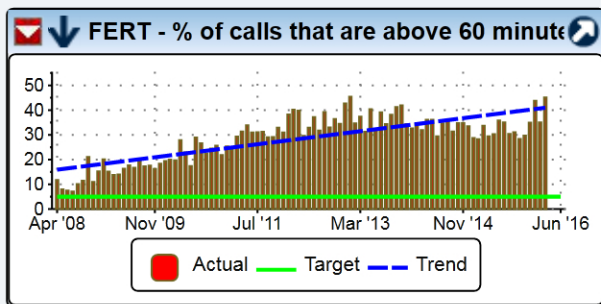
Objective	Description				Owners		
Meet Budget Targets (Medical Examiner) GG 4-2					Hyma, Bruce A. (ME)		
Grandparent Objectives	Description				Owners		
GG4-2 Effectively allocate resources to meet current and future operating and capital needs					Miami-Dade County		
Parent Objectives	Description				Owners		
Meet Budget Targets (All Miami-Dade County)	This is the parent objectives to all departmental "Meet Budget Targets" objective. This is the child objective to the County's Strategic Plan Objective, "GG4-2: Effectively allocate and utilize resources to meet current and future operating and capital needs."				Moon, Jennifer (OMB)		
Measures Linked to Objective			Period	Actual	Target	Variance	Owners
Expen: Total (Medical Examiner)	▲		'16 FQ2	\$2,630K	\$2,924K	\$294K	Hyma, Bruce A. (ME); Serra, Yeseny (ME)
Child Measures			Period	Actual	Target	Variance	Owners
Expen: Personnel (ME)	▲		'16 FQ2	\$2,287K	\$2,327K	\$40K	Hyma, Bruce A. (ME); Serra, Yeseny (ME)
Expen: Other Operating (ME)	▲		'16 FQ2	343	541	198	Hyma, Bruce A. (ME); Serra, Yeseny (ME)
Expenditure: Capital (ME)	▲		'16 FQ2	\$0K	\$56K	\$56K	Hyma, Bruce A. (ME); Serra, Yeseny (ME)
Expen: Non-Operating (ME)	▲		'16 FQ2	\$0K	\$0K	\$0K	Hyma, Bruce A. (ME); Serra, Yeseny (ME)
Revenue: Total (Medical Examiner)	▼		'16 FQ2	\$205K	\$2,924K	\$-2,719K	Hyma, Bruce A. (ME); Serra, Yeseny (ME)
Child Measures			Period	Actual	Target	Variance	Owners
Revenue: Carryover (ME)	▲		'16 FQ2	\$0K	\$0K	\$0K	Hyma, Bruce A. (ME); Serra, Yeseny (ME)
Revenue: General Fund (ME)	▼		'16 FQ2	\$0K	\$2,747K	\$-2,747K	Hyma, Bruce A. (ME); Serra, Yeseny (ME)
Revenue: Proprietary (ME)	▲		'16 FQ2	\$205K	\$177K	\$28K	Hyma, Bruce A. (ME); Serra, Yeseny (ME)
Revenue: Federal (ME)	▲		'16 FQ2	\$0K	\$0K	\$0K	Hyma, Bruce A. (ME); Serra, Yeseny (ME)
Positions: Full-Time Filled (ME)	▲		'16 FQ2	81	83 (80 - 83)	-2	Hyma, Bruce A. (ME); Serra, Yeseny (ME)

### 3.0 Internal

Objective	Description	Owners
Forensic Evidence Recovery Team - Measure Overall Performance PS 2-1	The Forensic Evidence Recovery Team is in charge of recovering, preserving and transporting Medical Examiner evidence from death scenes, including human remains, and working with local law enforcement agencies in the collection and preservation of death investigation evidence.	Sumlar, Len D. (ME); Hyma, Bruce A. (ME)
Grandparent Objectives	Description	Owners
PS1 Reduced Crime		Miami-Dade County
Parent Objectives	Description	Owners
PS1-2 Solve Crimes Quickly and Accurately		Miami-Dade County

## Business Plan Report - Medical Examiner Department

Measures Linked to Objective		Period	Actual	Target	Variance	Owners
FERT - Average Arrival Response Time (Minutes) PS 2-1	▲	Mar '16	57	60	-3	Sumlar, Len D. (ME); St. Gerard, Claude (ME)
FERT - Number of calls above 60 minutes per month PS2-1	▼	Mar '16	107	5	102	St. Gerard, Claude (ME)
FERT - % of calls that are above 60 minutes per month, historical PS2-1	▼	Mar '16	45	5	40	Rivera-Morales, Jorge (ME)



Objective	Description	Owners
Autopsy Reports Preparation Time (PS 1-2)	Average time that it takes to prepare an Autopsy Protocol: Dictation, Transcription & Signature by Medical Examiner.	Melton-Lamar, Veronica (ME)

Grandparent Objectives	Description	Owners
PS1 Reduced Crime		Miami-Dade County

Parent Objectives	Description	Owners
PS1-2 Solve Crimes Quickly and Accurately		Miami-Dade County

Measures Linked to Objective		Period	Actual	Target	Variance	Owners
Autopsy protocol preparation time (calendar days)	▲	Mar '16	4	14	10	Hyma, Bruce A. (ME); Melton-Lamar, Veronica (ME)

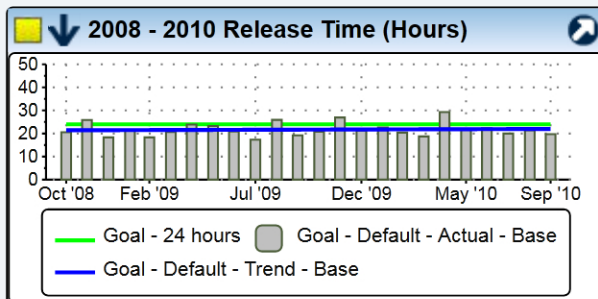
Objective	Description	Owners
Department Sortie-Medical Examiner Release Time (hours) PS 1-2	Average Turn Around Time for a medical examiner to release a body to the funeral home. This is the core performance measure of the department (department sortie).	Rivera-Morales, Jorge (ME); Hyma, Bruce A. (ME)

Grandparent Objectives	Description	Owners
PS2 Reductions in Preventable Death, Injury, and Property Loss		Miami-Dade County

Parent Objectives	Description	Owners
PS2-1 Reduce Response Time		Miami-Dade County

# Business Plan Report - Medical Examiner Department

Measures Linked to Objective	Period	Actual	Target	Variance	Owners
Department Sortie-Medical Examiner Release Time(hours) PS 1-2	Mar '16	28	24	-4	Hyma, Bruce A. (ME); Rivera-Morales, Jorge (ME)



Objective	Description	Owners
Scene Investigations by Medical Examiners (PS 1-2 / PS 2-1)	A Medical Examiner will conduct an investigation at a scene of death when the body is still at the scene. These death scenes consist primarily of violent deaths including homicides, industrial and traffic accidents, some suicides and any death scene where law enforcement requests the Medical Examiner's presence. A Medical Examiner is available to respond 24 hours/day, 7 days/week and 365 days/year.	Rivera-Morales, Jorge (ME); Hyma, Bruce A. (ME); Medical Examiner

Grandparent Objectives	Description	Owners
PS1 Reduced Crime		Miami-Dade County

Parent Objectives	Description	Owners
PS1-2 Solve Crimes Quickly and Accurately		Miami-Dade County

Measures Linked to Objective	Period	Actual	Target	Variance	Owners
Scene Investigations by Medical Examiners	2015 FY	180	191	11	Hyma, Bruce A. (ME)

Child Measures	Period	Actual	Target	Variance	Owners
Scene Investigations by Medical Examiners Quarterly	n/a	n/a	n/a	n/a	Caprara, Darren (ME)

Objective	Description	Owners
Forensic Imaging Unit Activity PS 1-2	Forensic photographers document death investigation activities.	Rivera-Morales, Jorge (ME); Medical Examiner

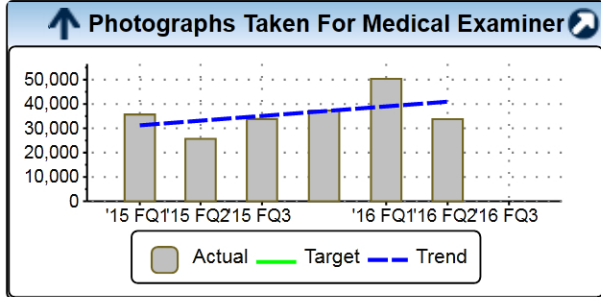
Grandparent Objectives	Description	Owners
PS1 Reduced Crime		Miami-Dade County

Parent Objectives	Description	Owners
PS1-2 Solve Crimes Quickly and Accurately		Miami-Dade County

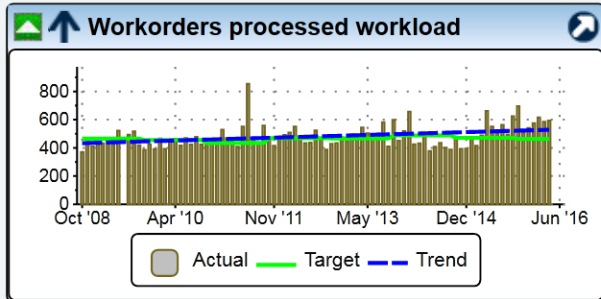
Measures Linked to Objective	Period	Actual	Target	Variance	Owners
Photographs Taken For Medical Examiners	2015 FY	132,453	115,800	16,653	Wolf, Leonard (ME)

# Business Plan Report - Medical Examiner Department

Child Measures		Period	Actual	Target	Variance	Owners
Photographs Taken For Medical Examiners Quarterly		'16 FQ2	33,770	n/a	n/a	Wolf, Leonard (ME)
Photographs Taken For Medical Examiners Quarterly		'16 FQ2	33,770	n/a	n/a	Wolf, Leonard (ME)



Child Measures		Period	Actual	Target	Variance	Owners
ME Photographs	▲	Apr '16	11,768	9,382	2,386	Wolf, Leonard (ME)
Workorders processed workload	▲	Apr '16	594	463	131	Wolf, Leonard (ME)




Child Measures		Period	Actual	Target	Variance	Owners
ME Records Requests	▲	Apr '16	48	36	12	Wolf, Leonard (ME)
Outside Agency work orders	▲	Apr '16	3	1	2	Wolf, Leonard (ME)
ME workorders processed	▲	Apr '16	30	26	4	Wolf, Leonard (ME)
Media cards processed	▲	Apr '16	513	400	n/a	Wolf, Leonard (ME)
Total Images reproduced	▲	Apr '16	6,492	5,465	n/a	Wolf, Leonard (ME)

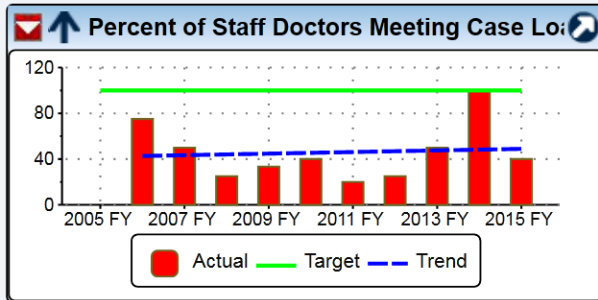
Child Measures		Period	Actual	Target	Variance	Owners
ME Other Images Reproduced	▼	Apr '16	1,946	2,092	-146	Wolf, Leonard (ME)
LE Other Images Reproduced	▲	Apr '16	0	0	0	Wolf, Leonard (ME)
ME Number of Images Reproduced as a Records Request	▲	Apr '16	4,546	3,373	n/a	Wolf, Leonard (ME)



# Business Plan Report - Medical Examiner Department

Objective		Description				Owners	
Evaluate Laboratory Case Input and Output PS 1-2						Hyma, Bruce A. (ME); Hime, George W. (ME)	
Grandparent Objectives		Description				Owners	
PS1 Reduced Crime						Miami-Dade County	
Parent Objectives		Description				Owners	
PS1-2 Solve Crimes Quickly and Accurately						Miami-Dade County	
Measures Linked to Objective			Period	Actual	Target	Variance	Owners
Ratio of Toxicology cases completed to cases received.		<div></div>	Apr '16	0.50	1.00	-0.50	Hyma, Bruce A. (ME); Hime, George W. (ME)

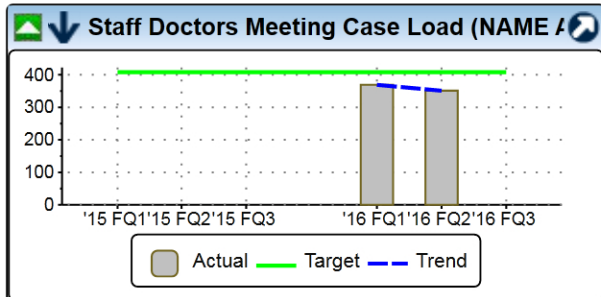
Objective	Description					Owners
ME Case Load (NAME) Accreditation (PS 1-2 / GG 2-2)	National Association of Medical Examiners (N.A.M.E.) accreditation criteria requires as of January 2010 staff pathologist to do no more than 300 death investigations annually. This measure includes autopsies, external examinations conducted by the pathologist as well as those they supervise.					Rivera-Morales, Jorge (ME); Hyma, Bruce A. (ME)
Measures Linked to Objective		Period	Actual	Target	Variance	Owners
Percent of Staff Doctors Meeting Case Load (NAME Accreditation) Guidelines		2015 FY	40%	100%	-60%	Hyma, Bruce A. (ME); Rivera-Morales, Jorge (ME)



Child Measures	Period	Actual	Target	Variance	Owners
ME Doctor - Garavan, Fintan M.D.	n/a	n/a	n/a	n/a	Galligaris, Julio (ME)
ME Doctor - Hyma, Bruce A. M.D.	2015 FY	0	275	-275	Hyma, Bruce A. (ME)
ME Doctor - Lew, Emma O. M.D.	2015 FY	306	275	31	Hyma, Bruce A. (ME)
ME Doctor - Williams A. Wayne M.D.	2014 FY	85	275	-190	Hyma, Bruce A. (ME)
ME Doctor - Hutchins, Kenneth M.D.	2015 FY	297	275	22	Hyma, Bruce A. (ME)
ME Doctor - Mathis, Benjamin M.D.	2015 FY	270	275	-5	Hyma, Bruce A. (ME)
ME Doctor - Radtke, Jay M.D.	2015 FY	134	275	-141	Hyma, Bruce A. (ME)
ME Doctor - Shuman, Mark M.D.	2015 FY	290	275	15	Hyma, Bruce A. (ME)
ME Doctor - Gillespie, Peter A. M.D.	2012 FY	28	275	-247	Hyma, Bruce A. (ME)
ME Doctor - Kenerson, Katherine L. M.D.	2015 FY	74	275	-201	Hyma, Bruce A. (ME)
ME Doctor - Park, Jennifer H. D.O.	2012 FY	221	275	-54	Hyma, Bruce A. (ME)
ME Doctor - Mont, Erik K. M.D.	2010 FY	n/a	275	n/a	Hyma, Bruce A. (ME)

## Business Plan Report - Medical Examiner Department

ME Doctor - Burt, Martha J. M.D.	2009 FY	n/a	275	n/a	Hyma, Bruce A. (ME)
ME Doctor - Chundru, Satish D.O.	2009 FY	n/a	275	n/a	Hyma, Bruce A. (ME)
ME Doctor - Sneed, Wendolyn M.D.	2009 FY	n/a	275	n/a	Hyma, Bruce A. (ME)
Staff Doctors Meeting Case Load (NAME Accreditation) Guidelines Quarterly	▲	'16 FQ2	351	408	57 Rivera-Morales, Jorge (ME)



Child Measures		Period	Actual	Target	Variance	Owners
ME Doctor - Mathis, Benjamin M.D. Quarterly	▲	'16 FQ2	40	68	28	Galligaris, Julio (ME)
ME Doctor - Garavan, Fintan M.D. Quarterly	▼	'16 FQ2	83	68	-15	Galligaris, Julio (ME)
ME Doctor - Kenerson, Katherine L. M.D. Quarterly	▲	'16 FQ2	50	68	18	Galligaris, Julio (ME)
ME Doctor - Lew, Emma O. M.D. Quarterly	▲	'16 FQ2	60	68	8	Galligaris, Julio (ME)
ME Doctor - Hutchins, Kenneth M.D. Quarterly	▲	'16 FQ2	52	68	16	Galligaris, Julio (ME)
ME Doctor - Shuman, Mark M.D. Quarterly	▲	'16 FQ2	66	68	2	Galligaris, Julio (ME)

## Business Plan Report - Medical Examiner Department

NAME Performance Measure: Percent of all death investigations performed by the department that are certified as to cause and manner of death within 90 days.

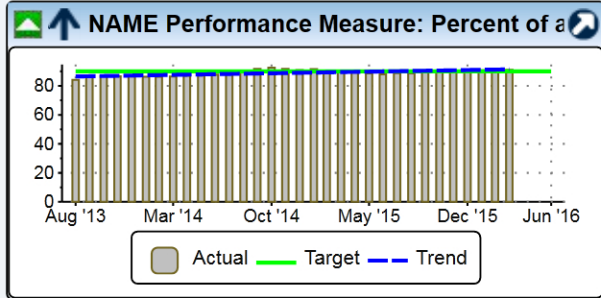


Mar '16

91  
(1,937 / 2,128)

90

1 Rivera-Morales, Jorge (ME)



NAME Performance Measure: Percent of all death investigations performed by the department that are certified as to cause and manner of death within 60 days.

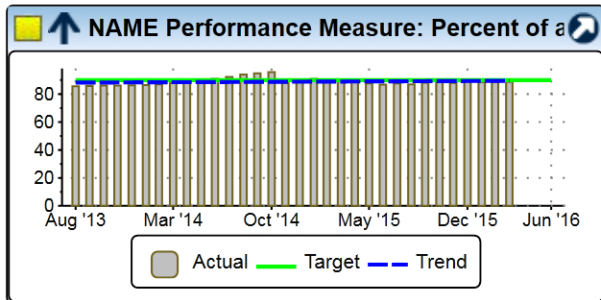


Mar '16

89  
(1,891 / 2,128)

90

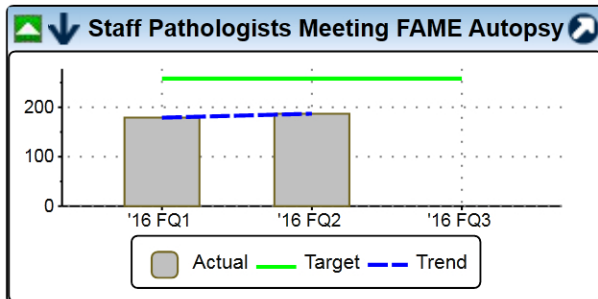
-1 Rivera-Morales, Jorge (ME)




Objective	Description				Owners	
FAME Practice Guidelines for Pathologist Autopsy Case Load (PS 1-2 / GG2-2)					Hyma, Bruce A. (ME)	
Measures Linked to Objective		Period	Actual	Target	Variance	Owners
Percent Staff Pathologist Meeting FAME Autopsy Case Load Guidelines		2015 FY	100%	100%	0%	Hyma, Bruce A. (ME)
Child Measures		Period	Actual	Target	Variance	Owners
Hyma, Bruce A. M.D.		2015 FY	n/a	175	n/a	Hyma, Bruce A. (ME)
Garavan, Fintan M.D.		n/a	n/a	n/a	n/a	Galligaris, Julio (ME)
Kenerson, Katherine L. M.D.		2015 FY	42	175	-133	Hyma, Bruce A. (ME)
Mathis, Benjamin M.D.		2015 FY	125	175	-50	Hyma, Bruce A. (ME)
Williams, A, Wayne M.D.		2015 FY	n/a	175	n/a	Hyma, Bruce A. (ME)
Hutchins, Kenneth M.D.		2015 FY	164	175	-11	Hyma, Bruce A. (ME)
Lew, Emma O. M.D.		2015 FY	166	175	-9	Hyma, Bruce A. (ME)
Shuman, Mark M.D.		2015 FY	160	175	-15	Hyma, Bruce A. (ME)

## Business Plan Report - Medical Examiner Department

Park, Jennifer M.D.	2015 FY	n/a	175	n/a	Hyma, Bruce A. (ME)
Gillespie, Peter M.D.	2015 FY	n/a	175	n/a	Hyma, Bruce A. (ME)
Mont, Erik M.D.	2010 FY	n/a	175	n/a	Hyma, Bruce A. (ME)
Chundru, Satish D.O.	2009 FY	n/a	175	n/a	Hyma, Bruce A. (ME)
Sneed, Wendolyn M.D.	2009 FY	n/a	175	n/a	Hyma, Bruce A. (ME)
Ratdke, Jay M.D.	2015 FY	64	175	-111	Hyma, Bruce A. (ME)
Staff Pathologists Meeting FAME Autopsy Case Load Guidelines Quarterly	'16 FQ2	187	258	71	Galligaris, Julio (ME)



Child Measures		Period	Actual	Target	Variance	Owners
Shuman, Mark M.D. Quarterly	▲	'16 FQ2	36	43	7	Galligaris, Julio (ME)
Mathis, Benjamin M.D. Quarterly	▲	'16 FQ2	18	43	25	Galligaris, Julio (ME)
Kenerson, Katherine L. M.D. Quarterly	▲	'16 FQ2	27	43	16	Galligaris, Julio (ME)
Garavan, Fintan M.D. Quarterly	▼	'16 FQ2	52	43	-9	Galligaris, Julio (ME)
Hutchins, Kenneth M.D. Quarterly	▲	'16 FQ2	23	43	20	Galligaris, Julio (ME)
Lew, Emma O. M.D. Quarterly	▲	'16 FQ2	31	43	12	Galligaris, Julio (ME)

Objective	Description					Owners
Body Inventory PS 1-2	Number of bodies in the custody of the Medical Examiner waiting to be processed, ready for disposition, unidentified or unclaimed.					Rivera-Morales, Jorge (ME)
Parent Objectives	Description					Owners
GG4 Effective management practices						Miami-Dade County
Measures Linked to Objective		Period	Actual	Target	Variance	Owners
Body Count in refrigeration		Mar '16	93	70	23	Hyma, Bruce A. (ME); Sumlar, Len D. (ME)

### 4.0 Learning and Growth

Objective	Description	Owners
CME Modifications - Electronic Signature GG 3-2	Enhance existing operations for the software department wide to give employees the ability to authenticate their signature with a password code. All reports that are requiring a hand signature will be stamped with the name of the user as an electronic signature.	Rivera-Morales, Jorge (ME)

## Business Plan Report - Medical Examiner Department

Objective	Description	Owners
CME Migration from VAST to latest NET version. GG 3-2	Transfer all available forms and reports to the latest version provided by VertiQ. Includes better security and development will be done with Microsoft Expression and the database will be upgraded to Microsoft SQL 2008.	Rivera-Morales, Jorge (ME)
Objective	Description	Owners
EDRS Integration with CME GG 3-2	Integrate our existing submittal of Death Certificates, Cremation Approvals, Assumption of Jurisdiction cases with the new application EVitals from Department of Health. Will accomplish the elimination of paper submittals of Death Certificates and Cremation Approvals. This will reduce operational cost up to a point since not all matters are covered by the EVitals application.	Rivera-Morales, Jorge (ME)
Objective	Description	Owners
Implementation of NCIC system GG 3-2	Use of FDLE/NCIC system to facilitate the update of records input into the system by MDPD from our Investigations group. Gain access to DAVE system from Florida Department of Motor Vehicles for purpose of ID the decedents. Use of the Rapid ID system from FDLE to identify some incoming cases in a more efficient manner.	Rivera-Morales, Jorge (ME)