

**DVI007A****COORDINATE DISASTER VICTIM IDENTIFICATION (DVI) POST MORTEM ACTIVITIES.****Unit Descriptor**

This unit covers the competency required to coordinate DVI Post Mortem activities in relation to responding to multiple fatality incidents.

**Pre-requisite Unit/s**

DVI003A Conduct DVI Scene Activities, DVI006A Conduct DVI Post Mortem Activities, DVI008A Conduct DVI Ante Mortem Activities, DVI010A Conduct DVI Reconciliation Activities.

**Co-requisite Unit/s**

DVI002A Manage occupational health, safety and welfare in a DVI response.

**Application of the Unit**

The application of this unit in the workplace involves planning, managing Post Mortem teams and liaising with other personnel and organisations involved in the process.

This work would typically be undertaken by an experienced person (either sworn or unsworn).

ELEMENT	PERFORMANCE CRITERIA
1. Define the structure and purpose of Disaster Victim Identification and identify the role of the Disaster Victim Identification Coordinator at the Post Mortem	1.1 An understanding of the Disaster Victim Identification process is demonstrated; 1.2 Organisational policies and practices for Post Mortem operations are identified; 1.3 Scope of the response is determined and key planning elements are identified and documented; 1.4 OHS&W practices are determined and recorded.
2. Identify, assess and demonstrate an understanding of what is required to manage the Post Mortem operations	2.1 Post Mortem Recording techniques are selected in accordance with relevant jurisdictional requirements and are incorporated into the plan; 2.2 Composition of Post Mortem teams is determined tasks are allocated; 2.3 Logistical support and administration functions are identified to ensure operational efficiency; 2.4 Initial Post Mortem plan, examination timeframes and resource requirements are conveyed to the DVI Commander for approval.

3. Identify strategies to effectively communicate with key stakeholders	<p>3.1 Reporting and examination processes/flow to be determined and conveyed to team members;</p> <p>3.2 Regular reports are provided to the DVI Commander and DVI Reconciliation Coordinator;</p> <p>3.3 Regular liaison with key agencies is initiated and maintained to ensure effective operations.</p>
4. Develop a Disaster Victim Identification Post Mortem response plan	<p>4.1 Resources are identified and approval for requirements is requested from relevant personnel;</p> <p>4.2 Regular situation reports are provided to the DVI Commander;</p> <p>4.3 Potential temporary mortuary locations and/or human remain storage areas are documented in the plan;</p> <p>4.4 Effective quality management practices are incorporated into the Post Mortem response plan to ensure moving, processing and storing of human remains are undertaken in accordance with relevant standards.</p>

### REQUIRED SKILLS AND KNOWLEDGE

This describes the essential skills and knowledge and their level, required for this unit.

#### Required Skills:

- Supervise;
- Communicate effectively in high stress situations;
- Make decisions;
- Manage multiple resources;
- Manage projects;
- Use current technology;
- Manage DVI System International (Plassdata).

#### Required Knowledge:

- Understanding of all phases of DVI operations;
- Australasian DVI Standards Manual;
- Computer software for recording information (DVI System International – Plassdata);
- Crime scene preservation, recording and collection techniques;
- Interpol DVI Guide;
- Jurisdictional guidelines, policies and procedures.

- Local disaster victim identification procedures;
- Relevant coordinated agency response protocols;
- Relevant legislation;
- Relevant sections of State/Territories Coroners Act;
- Signs and effects of critical incident stress;
- Structure and use of relevant Interpol DVI forms.

RANGE STATEMENT	
<b>Factors that may impact on developing a Post Mortem plan may include</b>	<ul style="list-style-type: none"> <li>• Availability and applicability of certain forensic techniques;</li> <li>• Bio-hazards;</li> <li>• Coronial requirements;</li> <li>• Cultural and Religious practices or beliefs impacting on autopsy, body reconstruction or burial;</li> <li>• Evidentiary issues;</li> <li>• Mortuary location;</li> <li>• OHS&amp;W.</li> </ul>
<b>Mortuary may be</b>	<ul style="list-style-type: none"> <li>• Temporary;</li> <li>• Off-site;</li> <li>• Multiple.</li> </ul>
<b>Storage of human remains may include</b>	<ul style="list-style-type: none"> <li>• Long and short term refrigeration.</li> </ul>
<b>DVI Post Mortem teams may include</b>	<ul style="list-style-type: none"> <li>• Fingerprint;</li> <li>• Forensic anthropology;</li> <li>• Forensic biology;</li> <li>• Forensic pathology;</li> <li>• Forensic odontology;</li> <li>• Funeral director/embalming.</li> </ul>
<b>Human remains delivery information may include</b>	<ul style="list-style-type: none"> <li>• Decontamination;</li> <li>• Number of human remains for transport;</li> <li>• Timeframe.</li> </ul>

EVIDENCE GUIDE	
<b>Critical aspects for assessment and evidence required to demonstrate competency in this unit</b>	<p>Assessment must confirm the ability to:</p> <ul style="list-style-type: none"> <li>• produce a plan for processing, recording and storing evidence;</li> <li>• monitor timelines and provide appropriate feedback to relevant DVI team members;</li> <li>• ensure monitoring procedures are in place to maintain the integrity of the chain of evidence;</li> <li>• manage diverse groups of people with particular attention to stress and fatigue levels of all staff involved in the process – physical, clerical, technical and professional.</li> </ul>
<b>Context of assessment</b>	Competency should be assessed during the program utilising standard training assessment techniques and methodologies.
<b>Method of assessment</b>	Participants are expected to contribute during class discussions, assessments and syndicate activities.
<b>Guide information for assessment</b>	<p>Products that could be used as evidence include:</p> <ul style="list-style-type: none"> <li>• Post Mortem Response Plan;</li> <li>• Written examination/assessment;</li> <li>• Resource requests.</li> </ul> <p>Process that could be used as evidence include:</p> <ul style="list-style-type: none"> <li>• Participation in individual and group syndicate activities;</li> <li>• Ongoing review and modification of Post Mortem Response Plan.</li> </ul>
<b>Specific resources for assessment</b>	<p>Access to:</p> <ul style="list-style-type: none"> <li>• Interpol DVI Guide and Forms;</li> <li>• Australasian DVI Standards Manual;</li> <li>• Australian DVI Activation and Response Plan;</li> <li>• Relevant jurisdictional legislation, policy and procedures.</li> </ul>