



Quality Division Use Only

| | | | |
|--|--|---------------------------------------|---|
| Quality Tracking #: | <input type="text" value="2017-070"/> | Date Quality Division Notified: | <input type="text" value="9/7/2017"/> |
| Date Submitted to Management for Review: | <input type="text" value="9/26/2017"/> | Date Submitted to Quality for Review: | <input type="text" value="10/16/2017"/> |

| | | | |
|--------------------|---|-----------|---|
| Date of Discovery: | <input type="text" value="9/6/2017"/> | Division: | <input type="text" value="Client Services & Case Management Division"/> |
| Date of Incident: | <input type="text" value="10/10/2016"/> | Section: | <input type="text" value="Client Services & Case Management"/> |

| Forensic Case Number(s), if applicable: | Agency Case Number(s), if applicable: |
|---|---------------------------------------|
| 2015-10734 | 095703515 |

In this space, record details of the incident, include dates. Do not include analysts' names unless otherwise instructed by the Section Manager or Division Director(s):

An unsealed evidence item was transferred from HFSC to the HPD Property Room. Details: On September 5, 2017, the Toxicology Manager conducted a physical inventory check of Toxicology Refrigerator-2. During this review, the manager noticed two small cardboard boxes containing samples that had been outsourced to an external laboratory for drug confirmatory analysis. One box contained a blood vial labeled item 1.1 from case 2015-15050 and the other box contained a blood vial labeled item 1.1 from case 2015-10734. The Manager requested that CS/CM recall these cases from the Houston Police Department (HPD) Property Room to repackage the outsourced samples with the parent items. On September 6, 2017, while at the Property Room, the CS/CM Specialist noticed that the parent item for 2015-10734 did not have a laboratory seal. It was apparent the item was sealed when it was originally submitted to the laboratory but it was not sealed when it was transferred from HFSC back to the Property Room. The evidence container for the parent item is a cardboard box with front folding flaps that provides closure in a manner that contents cannot readily escape without a seal.

Immediate Actions Taken:

On September 6, 2017, the Toxicology Supervisor was informed that the evidence was not sealed. The CS/CM Specialist was instructed to transport the evidence back to the lab and enter a comment in the chain of custody. The comment reads "Received from HPD Property Room in an unsealed condition. Transferring to HFSC Lab." On September 6, 2017, the child item was repackaged with parent and the parent item was sealed. On September 7, 2017, the evidence was returned to the Property Room.

Quality Division Use Only

Additional Information/ Follow Up (If applicable):



This nonconformance was a deviation from the HFSC Quality Manual, which states that stored evidence must be properly sealed. The Quality Division categorized this as an incident because this was an isolated occurrence. The Toxicology analyst who received the samples from the outsource laboratory and the CS/CM Specialist who transferred the items to the Property Room are no longer employed by HFSC and cannot be interviewed to discuss this nonconformance. Evidence associated with case 2015-15050 was properly sealed by the laboratory before it was transferred back to the Property Room.

Section Manager: Gary Powers

Date: 10/16/2017

Division Director: Gary Powers

Date: 10/16/2017

Quality Director: Lori Wilson

Date Closed: 10/16/2017