



Quality Division Use Only

Quality Tracking #:	<input type="text" value="2018-061"/>	Classification:	<input type="text" value="Incident"/>
Non-Conformance Level:	<input type="text" value="N/A"/>	Section:	<input type="text" value="Latent Print Section"/>
Date of Discovery:	<input type="text" value="07/06/18"/>	Date of Incident:	<input type="text" value="06/13/18"/>

Forensic Case Number(s), if applicable:	Agency Case Number(s), if applicable:
2018-07667	063383118

Description of Non-conformance:

The Latent Print Unit issues preliminary AFIS association (PAA) lead reports after technical (TR) and administrative review (AR). If confirmatory analysis is requested, the unit issues a confirmatory report after additional TR and AR are completed on the confirmatory work. In this case, a preliminary report was issued that indicated some prints hit in the AFIS database. A request for confirmation was received. During review of the confirmation report, the reviewer realized the notes associated with the PAA work were incomplete. The Latent Print SOP requires documentation in the case notes when prints are searched in the AFIS database whether they result in a hit or not. In this case, the notes did not indicate that the examiner searched some prints in AFIS that did not result in a preliminary hit.

Actions Taken:

Due to limitations with JusticeTrax LIMS and because the PAA report was already released, the worksheet cannot be updated to include details concerning the prints that did not hit in the database. Instead, those details were added to the Additional Comments worksheet which was uploaded to the case record. The technical reviewer of the PAA report reviewed the Latent Print SOP related to the review process to ensure she understands review requirements and to prevent a recurrence of this incident.



Summary of Root Cause Analysis:

Note: Incidents are documented for tracking purposes and trend analysis. Root Cause Analysis is not required for incidents.

N/A

Additional Information/Follow-Up:

This was a departure from administrative policy that did not impact the technical results. The technical reviewer of the Investigative Lead Report first verified that all the documentation related to the associated hit results were correct. She then went back and reviewed the prints that did not result in associated hits but she did not realize those results were not captured in the worksheet.

Section Manager: Tim Schmahl

Date: 09/05/18

Division Director: Amy Castillo

Date: 09/05/18

Incidents or Corrective Actions that involve the Biology/DNA section are reviewed by the Technical Leader and CODIS Administrator.

Technical Leader: N/A

Date: N/A

CODIS Administrator: N/A

Date: N/A

Quality Director: Lori Wilson

Date Closed: 09/06/18