



Quality Division Use Only

Quality Tracking #:	2018-065	Classification:	Corrective Action
Non-Conformance Level:	Class III	Section:	Seized Drugs
Date of Discovery:	07/26/17	Date of Incident:	07/26/18

Forensic Case Number(s), if applicable:	Agency Case Number(s), if applicable:
N/A	N/A

Description of Non-conformance:
During the 2018 ANAB accreditation assessment, the technical assessor noted that the statement included on test reports to identify the methods used, "All reported items were individually identified by at least two tests including GC/MS or FTIR. Reported items identified as marihuana included a microscopic examination and at least one other test." described the general analytical scheme for identification of an unknown substance but was not specific to the methods used for each reported item.

Actions Taken:
On 7/26/18, the Seized Drugs manager and JusticeTrax (JT) subject matter experts met with the JT LIMS administrator to discuss edits to the LIMS dynamic user interface (DUI) and report template. The actions taken included modification to the Justice Trax DUI so that analysts could enter the test methods used for each reported item of evidence. The report template was also modified so that the test methods used could be noted as a footnote for each reported item of evidence. These modifications were implemented when the LIMS DUI testing was completed. On 8/9/18, the Seized Drugs section held a meeting to discuss the DUI and report template modifications. Analysts received instructions on how to enter test methods into the DUI for various case scenarios so that the test methods would be documented on the report. Documents that included examples were provided. Analysts were advised that testing of the DUI would continue and that they would be notified when the modifications were approved for use. On 8/20/18, the DUI and report template modifications were approved for use on all Seized Drugs reports. Section staff were notified by email from the manager and examples of reports were included in the email. Reports issued on and after 8/20/18 include the test methods used for each analyzed item of evidence.

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



ISO 17025 clause 5.10.2 e) states that the identification of the method used shall be included in the test report. The previous report statement described the general analytical methods used by the Seized Drugs section to identify the identity of analyzed samples. The assessment team felt that the report statement did not meet this clause because the methods were not specifically listed for each analyzed item.

Additional Information/Follow-Up:

N/A

Section Manager: James Miller _____

Date: 08/27/18 _____

Division Director: Amy Castillo _____

Date: 08/27/18 _____

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: 08/28/18 _____