



Quality Division Use Only

Quality Tracking #:	<input type="text" value="2018-092"/>	Classification:	<input type="text" value="Incident"/>
Non-Conformance Level:	<input type="text" value="N/A"/>	Section:	<input type="text" value="Biology/DNA"/>
Date of Discovery:	<input type="text" value="09/18/18"/>	Date of Incident:	<input type="text" value="05/25/18"/>

Forensic Case Number(s), if applicable: 2018-02900	Agency Case Number(s), if applicable: 021200018
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Description of Non-conformance:
The Forensic Biology laboratory issued a report on May 25, 2018, that did not include a conclusion for item 4.4.1. The omitted conclusion for item 4.4.1 was "This item was extracted; however, it was not processed further at this time."

Actions Taken:
An amended report was issued on September 19, 2018, that included the appropriate conclusion for item 4.4.1. In addition, the amended report had the following statement: The report dated May 25, 2018 has been amended with corrections and/or additions. Under Screening Results and Interpretations, a conclusion has been added for item 4.4.1. The original report is available at the Houston Forensic Science Center upon request. The amended report did not make specific reference to the quality incident. However, the Quality Manual does not require the amendment of a report that has already been issued for the sole purpose of mentioning the quality action.

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:

N/A

Section Manager: Courtney Head

Date: 10/03/18

Division Director: Amy Castillo

Date: 10/08/18

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

Technical Leader: Robin Guidry

Date: 10/02/2018

CODIS Administrator: Jennifer Clay

Date: 10/03/2018

Quality Director: Lori Wilson

Date Closed: 10/08/18