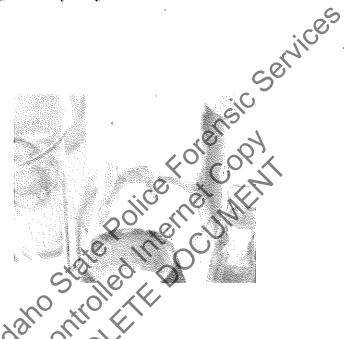
Idaho State Police Forensic Services

Approval for Quality System Controlled Documents



Discipline/Name of Document: Toxicology

5.7 Toxicology Competency and Proficiency Tests

Revision Number: 2

Issue Date: 5/07/2007

APPROVED BY:

Quality Manager

Date Signed

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Section Five Quality Assurance

5.7 Toxicology Competency and Proficiency Tests

5.7.1 BACKGROUND

As set forth in the Idaho State Police Forensic Services Procedure and Quality Manual, proficiency testing is an integral part of a quality program. In accordance with the Toxicology Training Plan, a trainee will complete a competency test consisting of ≥six (6) specimens which contain representative commonly encountered analytes.

SCOPE 5.7.2

This method describes the criteria to be applied to the evaluation of results obtained for both competency and proficiency testing for the toxicology discipline.

5.7.3

5.73.1.1.2 The acceptable alcohol concentration range is determined from the target value provided by the manufacturer of the competency.

S.7.3.1.1.3 Reported values much the target value. procedures will be reviewed and additional training may be required as deemed appropriate by the Toxicology Program Discipline Leader. The analyst will be required to perform additional an competency test.

5.7.3.1.2 **Proficiency Tests**

5.7.3.1.2.1 The blood alcohol proficiency test can be ordered through an ASCLD/LAB approved vendor and/or Department of Transportation (DOT).

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- 5.7.3.1.2.2 To comply with ASCLD/LAB proficiency test requirements it is necessary for each laboratory to successfully complete one external test from an ASCLD/LAB approved provider.
- 5.7.3.1.2.3 As described in section 5.6 of this manual, in order to comply with IDAPA 11.03.01 (approval to perform alcohol determinations for legal purposes), a laboratory must take part in an Idaho State Folice Forensic Services (ISP-FS) recognized proficiency testing program.
- 5.7.3.1.2.4 A single proficiency test can be used to comply with both IDAPA and ASCLD/LAB requirements long as it is ASCLD/LAB approved test.
- The appropriate tests to be ordered will be 5.7.3.1.2.5 evaluated yearly by the Quality Assurance Manager with input from the Toxicology Discipline Leader.
- The acceptable alcohol concentration range is determined from the target value provided by the manufacturer of the competency test.

Reported values must fall within 2 standard deviations of the target value compiled by after evaluation manufacturer of all submitted results.

5.73.12.60 The sister of Idaho River If the value reported does not fall within the allowable range, analysis procedures will be reviewed and additional training may be required as deemed appropriate by the Toxicology Program Discipline Leader. The analyst will be required to perform a competency test prior to resuming casework.

5.7.3.2 **Urine and Blood Analysis**

5.7.3.2.1 Competency Testing

5.7.3.2.1.1 competency The test will designed to verify that an analyst has a through working knowledge of

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appropriate analytical methods.

- 5.7.3.2.1.2 The competency test can be prepared Toxicology Program the Discipline Leader, their designee, or ordered through a reliable vendor.
- 5.7.3.2.1.3 When required, quantitative values must agree with manufacturer or discipline leader determined values ±20% of target.
- 5.7.3.2.1.4 If the analyst does not correctly identify all target analytes and/or quantitative values do not fall within range, the analyst's training will be reviewed and additional training may be required as deemed appropriate the Toxicology Program 5.7.3.2.2 Proficiency Testing
 5.7.3.2.2.1 Only
 to Discipline Leader. The analyst will be required to complete additional competency test samples. The number of samples will be determined by the nature of the discrepancy.

Only analytes that are routinely tested for with current ISP-FS analytical methods will be evaluated.

- 5.7.3.2.2.2 When reported, quantitative values must agree with manufacturer determined values with in ±20%.
- 5.7.3.2.2.3 If the analyst does not correctly identify all target analytes and/or quantitative values do not fall within range, the analyst's training will be reviewed and additional training may be required as deemed appropriate Toxicology **Program** bv the Discipline Leader. The analyst will required complete to competency test prior to resuming casework. The number of samples

will be determined by the nature of the discrepancy.

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Revision History

Section Five Quality Assurance

5.7 Review of Toxicology Proficiency and Competency Tests

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