

Controlled Substances Training Manual

1.0 Purpose

The following manual is to be used as a guide in training new criminalists in the analysis of controlled substances. It may be used in its entirety or for just the sections of interest. Each section is to be used with the corresponding SOP found in the ISP Controlled Substances SOP manual. Special thanks is given the Kansas Bureau of Investigations for their permission to use their manual as the basis for this manual.

2.0 Procedure

As each subsection is completed both the criminalist and the trainer will sign and date the checklist. Once all training is complete then the analyst will get a copy of the checklist and the original will go to the QA/QC manager to be kept with the analyst's other training records.

3.0 Marijuana

3.1 Background reading

To include Idaho Code sections 37-2701 (n)(s) and 37-2707 d(27),
"Drug Identification Bible, 2002". Pages 617-665.

Worksheets and reporting format.

MJ training.doc

TLC training.doc

Date of completion _____ Criminalist

Trainer

Sections 3.2, 3.3, 3.4 and 3.5 are used with the Marijuana SOP.

3.2 Physical examination, SOP section 5.0.0

3.2.1 Microscopic examination of cystolithic and unicellular hairs, seed structure.

3.2.2 Seed germination, SOP section 9.0.0

Date of completion _____ Criminalist

Trainer

3.3 Duquenois Levine
SOP section 7.0.0.

Date of completion _____ Criminalist

Trainer

3.4 Thin Layer Chromatography (TLC)

3.4.1 Basic theory and SOP section 6.0.0

3.4.2 Chloroform and Pet ether/ ether systems with fast blue BB.

Date of Completion _____ Criminalist

Trainer

3.5 Hashish and Pipes

Order of analysis and reporting differences.

Date of completion _____ Criminalist

Trainer

3.6 Competency test

100 % correct analysis of various plant, and other, material.

Date of completion _____ Criminalist

Trainer

3.7 Mock Court
Purpose, layout and critique.

Date of completion _____ Criminalist
Trainer

3.8 Cosigned Case Review
One hundred (100) and letter from trainer.

Date of completion _____ Criminalist
Trainer

4.0 Solid Dosage Drugs

4.1 Background reading
The Idaho Code, all of section 37-2700.
Drug Identification Bible, 2000. Applicable sections.

Date of completion _____ Criminalist
Trainer

4.2 Gas Chromatograph Mass Spectrometer (GC/MS)

- 4.2.1 Hewlett Packard GC/MS tutorial
- 4.2.2 Review of maintenance procedures and schedules
- 4.2.3 Review of documentation and filing system
- 4.2.4 HP Chemstation software
- 4.2.5 Review of various temperature programs
- 4.2.6 Read GC training.doc and MS training.doc
- 4.2.7 GC/MS SOP.

Date of completion _____ Criminalist
Trainer

4.3 Fourier Transform Infrared Spectrometer

4.3.1 Nicolet tutorial

4.3.2 Nicolet Omni software

4.3.3 Review maintenance procedures, schedules, and documentation

4.3.4 Spectroscopy training.doc and IR training.doc

Date of completion _____ Criminalist

Trainer

4.4 Chemical color (spot) tests

4.4.1 Review Clark

4.4.2 Spot tests training.doc

4.4.3 Spot tests of known standards with various reagents.

Date of completion _____ Criminalist

Trainer

4.5 Phenethylamine family

4.5.1 Review Phenethylamine SOP.

4.5.2 Review CTMAMPH training.doc

Date of completion _____ Criminalist

Trainer

4.6 Cocaine family

4.6.1 Read Cocaine SOP.

4.6.2 Review Cocaine training.doc

Date of completion _____ Criminalist

Trainer

4.7 Opiates

4.7.1 Review Opiates SOP.

Date of completion _____ Criminalist

Trainer

4.8 Mushrooms

4.8.1 Review Psilocyn/Psilocybin SOP

4.8.2 Review CTMHAL.doc

4.8.3 TLC analysis with T1

Date of completion _____ Criminalist

Trainer

4.9 Pills, LSD, and general unknowns

4.9.1 Review references i.e. PDR, Logo, etc. DEA and Idaho code scheduling

4.9.2 Review Extractions.doc and CTMHAL training.doc

Date of completion _____ Criminalist

Trainer

4.10 Clandestine Laboratory Analysis (common)

4.10.1 Review analytical selection sequence.

4.10.2 Phosphorous

4.10.2.1 Sigma Kit

4.10.2.2 Other chemical and physical methods

4.10.3 Iodine chemical and physical methods

4.10.4 Pseudoephedrine and ephedrine extractions and analytical procedures

4.10.5 Methamphetamine extraction and analysis

Date of completion _____ Criminalist

Trainer

4.11 Competency test

100% correct analysis of a variety of powders, liquids, and or pills

Date of completion _____ Criminalist

Trainer

4.12 Mock court

Purpose, layout, and critique

Date of completion _____ Criminalist

Trainer

4.13 Cosigned casework review

One hundred (100) and letter from trainer

Date of completion _____ Criminalist

Trainer

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