**Drug Chemistry Training Fast-Track Checklist**

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| **FS Trainee Name** |  | **Hire Date** |  |

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| **Subject/Task** | **TRN**  **Coordinator**  **Initials/Date** | **FS**  **Trainee**  **Initials/Date** | **Date Completed/**  **Comments** |
| **Orientation/Introduction (~3 days)**   * Section orientation/DOJ orientation * Review all Lab-Wide Policies and Procedures * Review all Section Administrative Policy and Procedures * Introduction to Forensic Advantage (FA)/read over lab-wide procedure for Use of FA |  |  |  |
| **Structures (~3 weeks)**   * Study Questions * Practical/Laboratory Exercises * Written Exam |  |  |  |
| **Preliminary Color Tests (~3 days)**   * Read drug chemistry technical procedures, administrative policies, lab-wide policies, etc. * Review color testing/show proficiency with unknowns and FA section |  |  |  |
| **Standards (~1 day)**   * Familiarization with protocol regarding certified/training standards * Issue personal set of training standards to be used during training (if applicable) |  |  |  |
| **Infrared Spectroscopy (IR) (~1.5 weeks)**   * Read over Infrared Spectroscopy (IR) procedure * Familiarization with the IR (straight/subtraction) section of Forensic Advantage * Verify drug standards that are provided using   FTIR instrumentation (~**2 days**)   * Show subtraction proficiency through practical exercise (~**1 week**) |  |  |  |
| **Balances (~1 day)**   * Read over Balance procedure and requirements * Familiarization with the Balances section of Forensic Advantage |  |  |  |
| **Origins, Extractions and Separations of Drugs**  (~**1 week**)   * Read over extraction procedure/watch demos * Show proficiency on extractions (~**3 days**) * Familiarization with the Extraction sections of Forensic Advantage * Observe casework and attend court proceedings with a seasoned forensic drug chemist (**concurrent with other training**) |  |  |  |
| **Microscopic Techniques (~1 week)**   * Read over Polarizing Light Microscopy procedure/show proficiency with unknowns and FA section |  |  |  |
| **Gas Chromatography-Mass Spectrometry**  (**GC-MS**) (~**1.5 weeks**)   * Read over Gas-Chromatography/Mass Spectroscopy (GC/MS) procedure * Show proficiency with GC/MS instrumentation * Perform practical exercises for the GC/MS section **(~1 week)** * Familiarization with the GC/MS section of Forensic Advantage |  |  |  |
| **Sampling (~1 week)**   * Study Questions * Practical/Laboratory Exercises * Familiarization with Forensic Advantage using “sampling” scenarios * Written Exam |  |  |  |
| **Clandestine Laboratory (~1 week)**   * Types of Clandestine Laboratories * Evidence Analysis * Safety * Study Questions * Familiarization with the Clandestine Laboratory section of Forensic Advantage * Written Exam |  |  |  |
| **Policy Review, Note Taking, Report Writing (~3 weeks)**   * Study Questions * Practical/Laboratory Exercises * Written Exam * Identify a set of unknowns using all techniques |  |  |  |
| **Moot Case, Courtroom Testimony (~3 weeks)**   * Completion of moot case * Meet with legal counsel to confer about moot case * Defense of Competency Test in Moot Court |  |  |  |

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| **FS Trainee Signature** |  | **Date** |
| **Training Coordinator Signature** |  | **Date** |

\*Note – Clandestine Response was archived due to this being primarily for sworn agents responding to crime scenes.