

**CMPD Crime Laboratory
Chemistry Section
Drug Analyst Training Checklist**

Trainee: _____

Training Program: Drug Analyst Training

Activity	Trainer Approval	
	Initials	Date

Section 1. Introduction

Outline of training process		
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Section 2. Orientation and Standard Operating Procedures -

Handling, Receipt, custody and Security of Physical Evidence		
Laboratory Safety		
Readings - References		
General – Forensic Science Associations etc		
Quality Assurance Protocols		
Appraisal – meets minimally acceptable standard		

Section 3. Legal Aspects

Chain of Custody- use and understand PLIMS		
Criminal and Civil Law Procedures		
Rational of Scheduling		
Ability to differentiate between scheduled and non-scheduled drugs		
Readings – NC state and Federal Drug Statutes		
Appraisal – meets minimally acceptable standard		

Section 4. Controlled Substances & Pills

Required Knowledge and Skills		
Readings		
Instrumentation (GC/MS and FTIR)		
Microscopy; Duquenois-Levine color test		
Spot Testing, Pill Indexing		
Observation of trainer testing actual cases		
Testing 25 cases under observation of trainer		
Competency Test		
Written/oral Test		
Moot Court		
Appraisal – meets minimally acceptable standard		

Section 5. Documentation

Competency Test result reports to Quality Manager and Director		
Oral Test Memo to Quality Manager and Director		
Competent to perform analysis memo to Quality Manager.		
Complete form Documentation of Specialty Area Training		
Ensure proper signatures appear on this worksheet		

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I certify that I have read and understand all the required readings and that I will ethically perform all analyses:

Trainee Date

I certify that the above Training has been successfully completed:

Trainer Date

Approved to Perform Casework:

Chief Criminalist Date

QA Manager Date

Director, Crime Laboratory Date