

	Nonconformity Record Pitt County Sheriff's Office Forensics Services Unit <i>Issued by the Quality Manager</i>	Effective Date:	Ver:
		2018/04/01	2
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NCR	19-007
<input type="checkbox"/>	Check if Customer Complaint

**Pitt County Forensic Services
NONCONFORMITY RECORD**

SECTION I

Individual and/or Laboratory	Lab Wide
Type of forensic analysis	All
Laboratory and/or Agency Case Number (if known/applicable)	NA
Date of Incident, Analysis, or Report (if known/applicable)	11/18/2019

SECTION II - Please write a *brief* statement of event(s).

During review of past internal audit recommendations and other quality system management procedures for the 2019 Internal Audit it was noted that in QSP 5-9-3 under "Details" the full description of latent sub-discipline was not complete. QSP 5-9-3 did not List SAFIS database searches which is required by 7.7.2.1 (b). QSP 5-9-3 also states that the proficiency test will be returned to the QM for storage however; currently Drug Chemistry Proficiency is transferred to evidence control for destruction.


SECTION III – The person identifying the NCR:

Name	Wallace Moore/Frank Shaw	Date	11/14/2019
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SECTION IV – Basic fact-finding. You may use additional paper, if necessary.

During audit it was found that full definition of sub-disciplines for latent in QSP 5.9.3 was not updated after the 2018 internal audit. The Proficiency testing schedule and list was updated and was implemented. Standard 7.7.2.1 (b) requires each component to be tested during calendar year. The proficiency test schedule was update with observation proficiency of SAFIS searches by Tech Leader. When transferred to new DM these and other dates were deleted. Drug Chemistry proficiency test items by nature are potentially controlled and should be turned over to Evidence Control after Proctor of test has reviewed. Procedure states they are to be turned in to QM however they are being turned over to Evidence Control.

Quality Manager/Technical Leader	Wallace Moore			Date	11/14/2019
Further Action Requested?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> X No			

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Explanation: QSP 5.9.3 "Details" section shall be updated to include full definition of all testing components and SAFIS database searches shall be added to Latent discipline as a sub-discipline. The language shall be changed in QSP 5.9.3 to direct that results as graded by the proctor of the test be forwarded to QM for review however, Drug chemistry and blood Alcohol test samples shall be stored as test items in general evidence for future disposal and retention according to PCSO policy and relative law. Language will also be changed to direct section technical leaders to update their section of proficiency test log which will be reviewed by QM for accuracy. Change in language to be addressed during Document Review in January. This NCR closed on 01-15-2020