



2015 Laboratory Workload Survey

Part A – Descriptive Data

Laboratory:

Which of the following best describes your laboratory?

County

Municipal

State

Regional

Names of Counties Served:

Please indicate which of the following disciplines your laboratory provides services for: *(Check all that apply)*

Blood Alcohol analysis

Controlled Substance / Drug analysis

Crime Scene Investigation

Digital Evidence (computer, audio & video)

Document Examination (including handwriting)

DNA Casework analysis

DNA Databank

Explosives

Firearms and Ballistics

Fire Debris analysis

Impression Evidence

Latent Print Development

Latent Print Comparison

Serology

Toolmarks

Toxicology ante-mortem analysis

Toxicology post-mortem analysis

Trace analysis

Other please specify:

Part B – Institute Cases

Case Classification	No. Cases on Hand (7/01/15)	No. Cases Submitted (7/01/15 – 12/31/15)	No. Cases Closed (7/01/15 – 12/31/15)	No. Cases Completed (7/01/15 – 12/31/15)	No. Cases on Hand (12/31/15)
Homicide					
Rape / Sexual Assaults					
Other Assaults					
Robbery					
Burglary					
Other property (incl. vandalism & auto theft)					
Arson					
Controlled Substances					
White-collar (incl. fraud, extortion, & forgery)					
Firearm Related (incl. possession & endangerment)					
DWI/DUID related					
Other (Specify):					
TOTAL					

Part C – Backlog

Discipline	No. of Area Case Assignments on hand (7/01/15)						No. of Area Case Assignments on hand (12/31/15)					
	≤15 Days	16 – 30 days	31 – 60 days	61 – 90 days	>90 days	TOTAL	≤15 Days	16 – 30 days	31 – 60 days	61 – 90 days	>90 days	TOTAL
Blood Alcohol												
Controlled Substance / Drug Analysis												
Crime Scene Investigation												
Digital Evidence												
Document Examination												
DNA Casework												
DNA Databank												
Explosives												
Firearms and Ballistics												
Fire Debris												
Impression Evidence												
Latent Print Development												
Latent Print Comparison												
Serology												
Toolmarks												
Toxicology ante-mortem												
Toxicology post-mortem												
Trace analysis												
Other												

Part D – Workload

Discipline	No. of ACAs Created	No. of ACAs Closed	No. of ACAs Completed	No. of Items Submitted*	No. of Items Outsourced
Blood Alcohol					
Controlled Substance / Drug Analysis					
Crime Scene Investigation					
Digital Evidence					
Document Examination					
DNA Casework					
DNA Databank					
Explosives					
Firearms and Ballistics					
Fire Debris					
Impression Evidence					
Latent Print Development					
Latent Print Comparison					
Serology					
Toolmarks					
Toxicology ante-mortem					
Toxicology post-mortem					
Trace analysis					
Other					

* For the discipline of Crime Scene Investigation, "Items Submitted" will be "Scenes Processed".

Part D – Workload

Discipline	No. of Samples Inventoried	No. of Samples Outsourced	No. of Samples Analyzed	Average Turn-Around Time		Average Analyst Turn-around Time	
				Mean	Median	Mean	Median
Blood Alcohol							
Controlled Substance / Drug Analysis							
Crime Scene Investigation							
Digital Evidence							
Document Examination							
DNA Casework							
DNA Databank							
Explosives							
Firearms and Ballistics							
Fire Debris							
Impression Evidence							
Latent Print Development							
Latent Print Comparison							
Serology							
Toolmarks							
Toxicology ante-mortem							
Toxicology post-mortem							
Trace analysis							
Other							

Part E – Comments

1. Please describe issues that substantially impacted your workload outputs for this reporting period:

Major Cases:

Laboratory Initiatives:

Analysts on extended leave (family, medical, military, etc. – please provide numbers)

Other:

2. Please use this space to add any additional comments you may have concerning any of the previous questions you responded to for this Workload Survey reporting period:

Submitted by:

Date:

Title: