



Q4 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 / DUIA analysis

Controlled Substance / Drug analysis

Crime Scene Investigation

Digital Evidence (computer, audio & video)

Document Examination (including handwriting)

DNA Casework analysis (DNA & Serology)

DNA only

Serology only

DNA Databank

Explosives

Firearms and Ballistics

Fire Debris analysis

Impression Evidence

Latent Print Development & Comparison

Latent Print Development only

Latent Print Comparison only

Toolmarks

Toxicology ante-mortem analyses (all)

DUID

DFSA

Employment

Methadone

Probation

Toxicology post-mortem analysis

Trace analysis

Other:

Full-time (35 hours or more per week)
Part-time (less than 35 hours per week)
TOTAL

- Administrative/clerical
- Evidence Technicians
- Laboratory Technicians
- Casework Analysts (Scientists)
 - Blood Alcohol / DUIA analysis
 - Controlled Substance / Drug analysis
 - Crime Scene Investigation
 - Digital Evidence (computer, audio & video)
 - Document Examination (including handwriting)
 - DNA Casework analysis (DNA & Serology)
 - DNA only*
 - Serology only*
 - DNA Databank
 - Explosives
 - Firearms and Ballistics
 - Fire Debris analysis
 - Impression Evidence
 - Latent Print Development & Comparison
 - Latent Print Development only*
 - Latent Print Comparison only*
 - Toolmarks
 - Toxicology ante-mortem analyses
 - DUID
 - DFSA
 - Employment
 - Methadone
 - Probation
 - Toxicology post-mortem analysis
 - Trace analysis
 - Other

[illegible]

Did your laboratory outsource casework in Q4 2015?

Yes

No

Please list where casework was sent for analysis, disciplines involved, and what types of analysis were performed:

Part B – Institute Cases

Case Classification	No. Cases on hand (10/1/15)	No. Cases Submitted (10/1/15 – 12/31/15)	No. Cases Closed (10/1/15 – 12/31/15)	No. Cases Completed (10/1/15 – 12/31/15)	No. Cases on hand (12/31/15)
Homicide					
Rape/Sexual Assault					
DFSA					
Other Assaults					
Robbery					
Burglary					
Larceny/Theft					
Other Property					
Arson					
Controlled Substances					
White-collar					
Firearm-related					
DUIA/DUID related					
Death Investigation (PFIs)					
Other:					
Total					

Part C.1 - Backlog

Discipline	Number of Area Case Assignments on hand (10/1/2015)					
	<15 Days	16 – 30 Days	31 – 60 Days	61 – 90 Days	>90 Days	TOTAL
Blood Alcohol / DUIA						
Controlled Substances						
Crime Scene Investigation						
Digital Evidence						
Document Examination						
DNA Casework (DNA & Serology)						
DNA only*						
Serology only*						
DNA Databank						
Explosives						
Firearms and Ballistics						
Fire Debris analysis						
Impression Evidence						
Latent Print Development & Comparison						
Development only*						
Comparison only*						
Toolmarks						
Toxicology ante-mortem analyses						
DUID						
DFSA						
Employment						
Methadone						
Probation						
Toxicology post-mortem analysis						
Trace analysis						
Other:						

Part C.2 - Backlog

Discipline	Number of Area Case Assignments on hand (12/31/2015)					
	<15 Days	16 – 30 Days	31 – 60 Days	61 – 90 Days	>90 Days	TOTAL
Blood Alcohol / DUIA						
Controlled Substances						
Crime Scene Investigation						
Digital Evidence						
Document Examination						
DNA Casework (DNA & Serology)						
DNA only*						
Serology only*						
DNA Databank						
Explosives						
Firearms and Ballistics						
Fire Debris analysis						
Impression Evidence						
Latent Print Development & Comparison						
Development only*						
Comparison only*						
Toolmarks						
Toxicology ante-mortem analyses						
DUID						
DFSA						
Employment						
Methadone						
Probation						
Toxicology post-mortem analysis						
Trace analysis						
Other:						

Part D.1 - Workload

Discipline	No. of ACAs Created	No. of ACAs Closed	No. of ACAs Completed	No. of Items Submitted*	No. of Items Outsourced	No. of Samples Inventoried
Blood Alcohol / DUIA						
Controlled Substances						
Crime Scene Investigation						
Digital Evidence						
Document Examination						
DNA Casework (DNA & Serology)						
DNA only*						
Serology only*						
DNA Databank						
Explosives						
Firearms and Ballistics						
Fire Debris analysis						
Impression Evidence						
Latent Print Development & Comparison						
Development only*						
Comparison only*						
Toolmarks						
Toxicology ante-mortem analyses						
DUID						
DFSA						
Employment						
Methadone						
Probation						
Toxicology post-mortem analysis						
Trace analysis						
Other:						

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

Part D.2 - Workload

Discipline	No. of Samples Outsourced	No. of Samples Analyzed	Average Turn-Around Time		Average Analysis Turn-Around Time	
			Mean	Median	Mean	Median
Blood Alcohol / DUIA						
Controlled Substances						
Crime Scene Investigation						
Digital Evidence						
Document Examination						
DNA Casework (DNA & Serology)						
DNA only*						
Serology only*						
DNA Databank						
Explosives						
Firearms and Ballistics						
Fire Debris analysis						
Impression Evidence						
Latent Print Development & Comparison						
Development only*						
Comparison only*						
Toolmarks						
Toxicology ante-mortem analyses						
DUID						
DFSA						
Employment						
Methadone						
Probation						
Toxicology post-mortem analysis						
Trace analysis						
Other:						

Part D.3 – Workload (Optional Test Data - Discipline Specific: Toxicology)

2016 Tests - Toxicology	Q1	Q2	Q3	Q4	Year Total
Alcohol					
Immunoassay					
G.C.					
G.C. / M.S.					
L.C.					
L.C. / M.S.					
L.C. / M.S. / M.S.					
L.C. / TOF					
Carboxyhemoglobin					
Color/spot					
Vitreous Humour					
Other:					
Total					

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: