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Via Electronically

Labeling of Blood Vials - Corrective Action

CDPHE inspection report finding B.4.a

Problem Statement:

Submitting Law Enforcement agencies are not labeling 100% of the blood vials with a unique identifier, the subjects name or the Agency's case number.

Immediate Action Taken:

- Email reminders to all agencies to provide unique identification information on the blood vials (July 2015)
- CBI Evidence Technicians to place a reminder footnote on all Evidence receipts to appropriate label each blood vial (July 2015)
- Modification of the Colorado State Patrol form to include labeling subjects name on blood vials (September 2015)
- Advise Toxicology Staff to transfer subject's name or Agency Case number from secondary container or Laboratory Examination request form to blood vials (December 2015)
- Complete documentation of blood vial labeling by lab staff in Laboratory Information Manager (LIMS) as the vial is found upon receipt and any alterations by lab staff (December 2016)

Root Cause

Blood Collection Kit as purchased from vendor did not provide specific instructions on the Collection Instructions to label the blood vials.

Corrective Action:

1. Placed two small blood vial labels, "Subjects Name: _____," in each blood collection kit (December 2015).

Responsible: CBI Staff

Time to complete: As kits are issued

2. Place one small label on the top and one large label (red font) on the front of the blood collection kit that states: "Please label tubes with subjects name" (December 2015).



Responsible: CBI Staff
Time to complete: As kits are issued

3. Revise language in Tox-04: Handling of Toxicology Evidence to include specific procedures for documentation in LIMS and labeling of tubes.

Responsible: Toxicology Program Manager
Time to complete: Completed February 2016

4. Revise collection instructions with the vendor of the toxicology kits before the next order.

Responsible: Forensic Management
Time to complete: Before the next order

Monitoring:

1. Toxicology staff will monitor Law Enforcement's blood vial labeling.

Responsible: Toxicology Program Manager/Toxicology Staff
Time to complete: Ongoing

