

KERN REGIONAL CRIME LABORATORY

Laboratory Services Section, Evidence Control Unit



Policy on the Submission of Evidence for Alcohol and Toxicological Drug Analysis

QT41359 v26

Creation Date: 09/19/2012

The purpose of this document is to provide law enforcement and criminal justice officials with guidance regarding the submission of biological blood or urine evidence for ante mortem drug analysis by the Kern Regional Crime Laboratory's Toxicological Analysis Unit (TAU). Blood is the **preferred** fluid of choice for any toxicological analysis.

The Kern Regional Crime Laboratory provides separate biological evidence collection kits for alcohol and toxicological drug analyses of blood and urine samples. These kits contain all the materials, forms and evidence seals necessary for proper collection and submission to the Laboratory. The contents of kits should never be mixed, and expired kits should not be used.

Disclaimer: *The blood kit is labeled with an expiration date and the Laboratory will not distribute expired kits. We recommend that agencies safely dispose of any expired kits. However, the Laboratory will accept and analyze specimens collected in expired kits. Note that the expiration relates only to the vacuum quality of the tube to receive a blood sample.*

The Laboratory provides these kits to Kern County law enforcement agencies free of charge and they are available for pick-up from the Laboratory Monday through Thursday, 8 AM to 5 PM. The lab will not deliver kits to any location.

Individuals collecting biological fluids should fill the blood tubes or urine vials as completely as possible. The submission of partially filled tubes or vials may result in partial or incomplete testing, because each assay that the Laboratory performs requires a minimum volume of fluid. The Laboratory may not be able to quantitate or identify the presence of drugs when insufficient sample volume is provided.

Restrictions

1. The Laboratory will not pick up evidence samples to be analyzed. Agencies are responsible for transporting samples to the Laboratory for analysis.

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In addition to **alcohol**, the Laboratory analyzes toxicological evidence for the following substances:

Amphetamines

- Amphetamine
- Methamphetamine
- Ephedrine
- Pseudoephedrine
- Phentermine
- Methylenedioxymethamphetamine (MDMA)
- Methyl diethanolamine (MDEA)
- Methylenedioxyamphetamine (MDA)

Cocaine/metabolites

- Cocaine
- Benzoylecgonine (BE)
- Cocaethylene (CE)

Benzodiazepines

- Alprazolam
- OH-Alprazolam
- Bromazepam
- Clonazepam
- 7-aminoclonazepam
- Clonazolam
- Diazepam
- Etizolam
- Flualprazolam
- Flubromazolam
- Lorazepam
- Midazolam
- Nordiazepam
- Oxazepam
- Temazepam

Other

- Carisoprodol
- Meprobamate
- Dextromethorphan
- Diphenhydramine
- Zolpidem

Fentanyl

- Fentanyl
- Norfentanyl
- Acetyl Fentanyl
- Carfentanil
- Sufentanil
- Buprenorphine
- Norbuprenorphine

Dissociative Anesthetics

- Ketamine
- Norketamine
- Phencyclidine (PCP)

Opioids

- Morphine
- 6-monoacetylmorphine (6-MAM)
- Codeine
- Hydrocodone
- Hydromorphone
- Oxycodone
- Oxymorphone
- Tramadol
- O-desmethyltramadol
- Meperidine
- Methadone

Cannabinoids

- Δ^9 -tetrahydrocannabinol (THC)
- 11-hydroxy- Δ^9 -tetrahydrocannabinol (OH-THC)
- 11-nor-9-carboxy- Δ^9 -tetrahydrocannabinol (THCA)

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SUBMISSION OF BLOOD SAMPLES TO THE LABORATORY FOR DRUG ANALYSIS

Agency Responsibilities

Blood samples are collected from living individuals by venipuncture as soon as possible after the alleged offense by authorized persons as stated in 23158(a) of the California Vehicle Code:

"Notwithstanding any other provisions of law, only a licensed physician and surgeon, registered nurse, licensed vocational nurse, duly licensed clinical Laboratory scientist or clinical Laboratory bioanalyst, a person who has been issued a 'certified phlebotomy technician' certificate pursuant to section 1246 of the Business and Professions Code unlicensed Laboratory personnel regulated pursuant to Sections 1242, 1242.5, and 1246 of the Business and Professions Code, or certified paramedic acting at the request of a peace officer may withdraw blood for the purpose of determining the alcoholic content therein."

Phlebotomist Instructions:

1. Cleanse the blood withdrawal site with the **non-alcohol** disinfectant provided.
2. Collect approximately **10 mL (cc's) of blood** from the subject into each of the gray-top Vacutainer¹ vials using the sterile hypodermic needle and Vacutainer collection system provided in the kit.

Note: The minimum suggested quantity of blood required for forensic alcohol analysis and drug analysis is 2 mL. Low sample volume cases with a positive result may not have sufficient volume for confirmation analysis.

3. Gently mix the anticoagulant/preservative and blood within the vial by inverting the tube several times immediately after blood collection – this action serves to preserve the sample and to prevent coagulation. **DO NOT** shake vigorously.
4. Label each vial with your initials and then transfer them directly to the law enforcement officer.

Officer Instructions:

1. Obtain two blood specimens as soon as possible after the alleged offense.
2. Witness the withdrawal of the blood sample(s) – do not allow the blood tube(s) out of your observation at any time.

¹ The Vacutainer® tube (Becton Dickinson Product Number 367001) for collecting blood contains 20 mg potassium oxalate and 100 mg sodium fluoride as an anticoagulant and preservative.

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3. Record the collector's name, subject's name, officer/witness name, date and time collected, location of collection and agency case number on the provided labels and affix one label to each tube. **Please print neatly.**
4. Place the **labeled vacutainer tubes** containing blood into the **inner plastic box** and place the **plastic box** into the biohazard bag and press adhesive ribbon to seal.
5. Place the biohazard bag containing the inner plastic box into the **cardboard mailer box** and **properly seal² the box**.

One piece of tape along the long edge of the box with initials and date across the tape and onto the box is sufficient. (Two additional pieces of evidence tape are provided if needed.)
6. Fill out all information on the outside of the mailer box. Blood evidence should be submitted to the Laboratory as soon as reasonably possible, and should be refrigerated during any delay in delivery.
7. Enter the case, evidence item and evidence analysis request into Portal.

SUBMISSION OF URINE SAMPLES TO THE LABORATORY FOR DRUG ANALYSIS

Agency Responsibilities

Officer Instructions:

1. Have subject urinate into a collection cup (not provided). Witness the collection of the urine sample – do not allow the collection cup or urine tube(s) out of your observation at any time.

Note: the minimum suggested quantity of urine required by the subject is 5 mL. Low sample volume cases with a positive result may not have sufficient volume for confirmation analysis.
2. Transfer the sample from the collection cup into both sample vials. Do not fill to the top of the vials; leave enough room for placing the cap back on the vial. Close the sample vials and be certain each cap is secure.
3. Record the collector's name, subject's name, officer/witness name, date and time collected, location of collection and agency case number on the provided labels and affix one label to each tube. **Please print neatly.**
4. Place the **labeled vacutainer tubes** containing urine into the **inner plastic box** and place the **plastic box** into the biohazard bag and press adhesive ribbon to seal.

² A proper seal is one that prevents loss, cross transfer, or contamination while ensuring that attempted entry into the container is detectable. A proper seal may include heat seal, tape seal, or a lock. The Kern Regional Crime Laboratory requires that the initials of the person creating the seal and the date that the seal was created be placed across the seal onto the container whenever possible.

5. Place the biohazard bag containing the inner plastic box into the **cardboard mailer box** and **properly seal³ the box**.

One piece of tape along the long edge of the box with initials and date across the tape and onto the box is sufficient. (Two additional pieces of evidence tape are provided if needed.)

6. Fill out all information on the outside of the mailer box. Blood evidence should be submitted to the Laboratory as soon as reasonably possible, and should be refrigerated during any delay in delivery.
7. Enter the case, evidence item and evidence analysis request into Portal.

SUBMISSION OF BLOOD/URINE SAMPLES TO THE LABORATORY VIA PORTAL

Full instructions for the use of Portal will be available on the Laboratory's website, www.kerncounty.com/government/departments/kern-regional-crime-Laboratory.

Click on "Evidence Submission/Reporting" and there you will find basic instructions for use with a link to more in-depth instructions.

Submitting Evidence in Portal

Use the following example when submitting item(s) for alcohol or toxicological analysis.

Evidence Type	Evidence Description
Blood kit	Sealed blood kit
Urine kit	Sealed urine kit

Submitting a Request in Portal

Select the *Discipline* and *Service Type* below for submitting blood and/or urine evidence for alcohol or toxicological drug analysis request(s) in Portal.

Discipline	Service type
Forensic Alcohol and Breath Alcohol Program	AAU Blood/Urine Analysis

³ A proper seal is one that prevents loss, cross transfer, or contamination while ensuring that attempted entry into the container is detectable. A proper seal may include heat seal, tape seal, or a lock. The Kern Regional Crime Laboratory requires that the initials of the person creating the seal and the date that the seal was created be placed across the seal onto the container whenever possible.

Toxicological Analysis Unit

TAU drug analysis v2021

Add Request

Discipline

Forensic Alcohol and Breath A

Service Type

AAU Blood/Urine Analysis

Requesting Rep

Complexity

Case Work

Reason

Standard

Due Date

Notes

Save

Save & Add Another

Cancel

Add Request

Discipline

Toxicological Analysis Unit

Service Type

TAU Drug v2021

Requesting Rep

Tammi Noe

Complexity

Case Work

Reason

Standard

Due Date

Notes

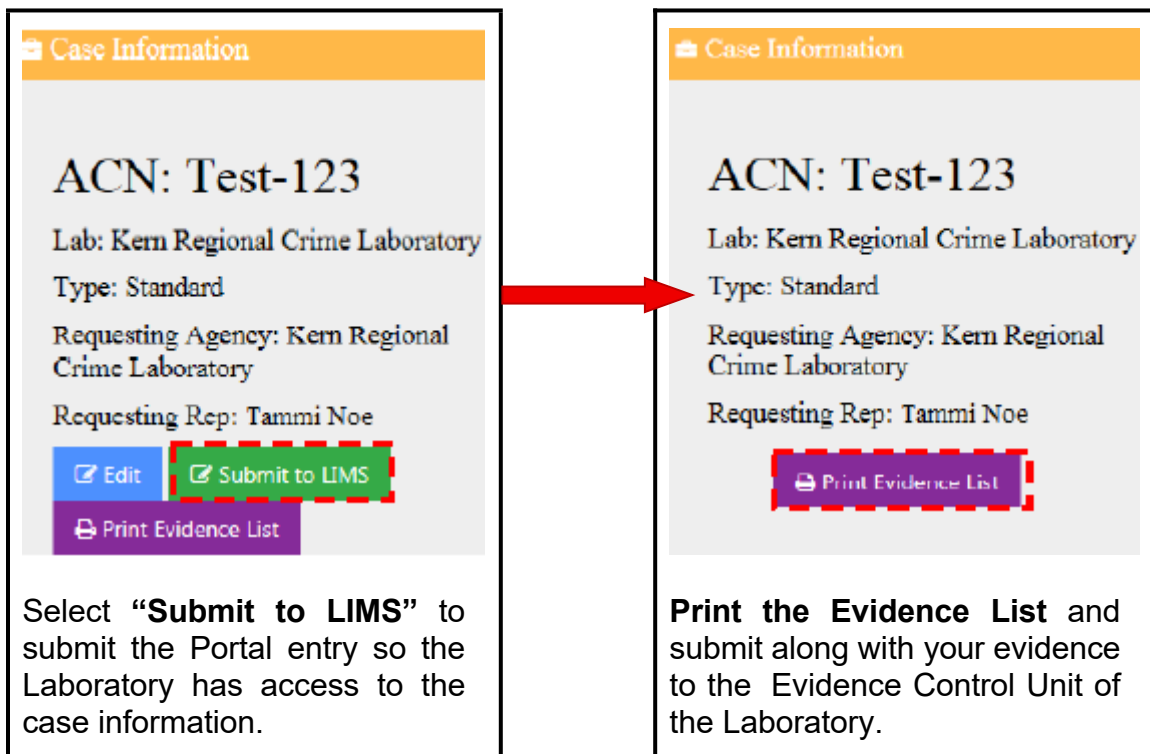
Save

Save & Add Another

Cancel

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Evidence submitted without a printout may not be accepted.

Laboratory Responsibilities

To accept toxicological evidence from law enforcement officials a member of the Kern Regional Crime Laboratory’s Evidence Control Unit (ECU) shall:

1. Ensure that the following information:

Portal Request	Evidence Label (Required)
• Incident date • Subject and/or victim names (first and last) • Offense(s) • Offense City • List of items submitted • Requested analysis	• Agency Name • Agency case number • Requesting officer • Offense City or Unincorporated • Subject and/or victim names (first and last)

2. Ensure that the outer packaging of the evidence is properly sealed.
3. Record the date, time, and transferred from/transferred to for the initial step on the chain of custody .

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SUBMISSION OF PEBT INSTRUMENT(S) INTO THE LABORATORY

Agency Responsibilities

It is the responsibility of the agencies to contact the Kern Regional Crime Laboratory by email (KRCLPEBT@kernda.org) and receive a response before any exchange or return of a PEBT instrument is completed.

Laboratory Responsibilities

To accept a PEBT instrument from law enforcement officials for exchange or return, a member of the Kern Regional Crime Laboratory's Alcohol Analysis Unit should ensure the PEBT device is complete with the yellow case, printer, keyboard, and Alcotest 7510 instrument. Units missing any of these components will be rejected and returned to the agency. Exchange for another instrument will not be provided. If an agency brings in an instrument with a missing power cord, then the instrument being provided to the agency will not contain a power cord.

PEBT Final Return

If an Agency is returning a PEBT instrument because they are terminating participation in the Breath Alcohol Program, then the unit may be accepted with missing part(s), as long as the Alcotest 7510 unit is returned. Any missing parts will be noted, and the agency will have to replace the parts if they request to re-participate in the Breath Alcohol Program.

END OF DOCUMENT

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