



Idaho State Police

Service Since 1939



Colonel Ralph W. Powell
Director

C.L. "Butch" Otter
Governor

August 4, 2014

To: All County Sheriffs, Police Chiefs, and other Law Enforcement

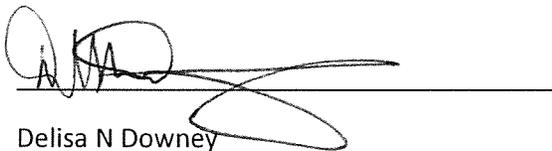
This memo is to inform you of two changes that are coming to the Idaho State Police Forensic Services (ISPFS) toxicology discipline. No changes are being made to the laboratory submission procedures.* Please remember to **fill out the pre-log questions as completely as possible**; this remains especially important on any samples for which toxicology testing is requested.

ISPFS is making a permanent change to the toxicology kits we provide free of charge which will be effective in the next 2-4 weeks. The new kits will have a chain of custody sticker on the exterior of the kit box. When using the newly-designed kits, the Toxicology Submission Form will no longer be required. If your kit does not have this chain of custody sticker applied, you will still need to use the form so you have a chain of custody associated with your evidence. **Please completely fill out the chain of custody sticker on the kit box, or your evidence may not be accepted by the laboratory.** Also, one end of the kit boxes will be reserved for Laboratory Use Only – we need this dedicated space for the application of our laboratory barcodes. You will recognize the reserved end by the sticker "This End for Laboratory Use Only."

Additionally, from **August 4 – October 31, 2014**, ISPFS is evaluating the current testing process and policies. During this time, any blood samples that only have a request for toxicology, but no indication of a valid breath test, will be automatically assigned an alcohol/inhalants test prior to toxicology testing. Samples for new cases that have toxicology-only requests will be tested for toxicology regardless of the alcohol results during the 3-month evaluation period.

NOTE: We are always concerned with providing our customers with the best service possible. If you need the toxicology testing done *before* alcohol testing, please provide us with extenuating circumstances, as alcohol analysis may not be possible following toxicology testing. (An example of a valid extenuating circumstance would be a low volume of sample, and toxicology results are more important to your case than alcohol analysis.)

Questions regarding the above changes may be emailed to the Toxicology Discipline Leader, Delisa Downey (delisa.downey@isp.idaho.gov).



Delisa N Downey
Toxicology Discipline Leader

*If you are unsure which laboratory performs a particular service for your area, please consult the ISP website: <http://www.isp.idaho.gov/forensics/index.html>. Select the "Evidence Submission" tab, then select the "Where do I send my evidence?" link.

209 East Lewis • Pocatello, Idaho 83201

EQUAL OPPORTUNITY EMPLOYER