

	LOM 1.2 Laboratory Services	
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	Document Manager: John Bowen	Approved By: Ryan Larrison

1.2 Laboratory Services

1.2.1

The Michigan Department of State Police Forensic Science Division provides service in the following disciplines:

- Biology
- Bloodstain Pattern Analysis
- Seized Drugs
- Crime Scene Investigation
- Firearms/Toolmarks
- Friction Ridge
- Document Examination
- Toxicology
- Materials (Trace)
- Fire Debris & Explosives
- Footwear & Tire

Not all laboratories provide all these services. For a comprehensive list of the services provided at each laboratory, see the corresponding Scope of Accreditation document:

- [Bridgeport](#)
- [Grand Rapids](#)
- [Grayling](#)
- [Lansing](#)
- [Marquette](#)
- [Metro Detroit](#)
- [Northville](#)

1.2.2

The request for laboratory examination (FSD-007, FSD-068, FSD-093 or other comparable form) shall be reviewed prior to the commencement of work. Acceptance of the work request is documented by the placement of the initials on the form at the time of submission. Acceptance of a crime scene request is documented by completion of applicable sections of the FSD-068 form by an FSD staff member and the deployment of a crime scene response team. Work shall not begin on the evidence until initials are placed on the form to indicate review and acceptance of the work request. The form shall be electronically attached to the case record in Forensic Advantage. Any significant deviations from a contributor's request shall be communicated to them and documented in the appropriate object repository-see [LOM 2.16 – Documenting Communications](#). A copy of any available email correspondence should be used to document this change. Changes to the request for laboratory examination occurring after the initiation of work shall result in a subsequent review of the request and documented consistent with this policy.

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If at the time of submission, the FSD laboratories are unable to perform the requested work, this shall be communicated to the requesting agency and initials will not be placed on the FSD-007 or FSD-093. Any later changes to the initialed contract (FSD-007 or FSD-093) shall be communicated with the agency and recorded in the electronic case record.

1.2.3

The FSD laboratories will accept evidence submitted by law enforcement agencies, prosecutors, or their designees, for purposes of criminal investigation and prosecution. All other requests for analysis shall require the approval of the FSD Director prior to the evidence being submitted or analyzed, except for DNA and Friction Ridge for the purpose of attempting to identify human remains which may be approved by the Laboratory Director. The FSD laboratories may accept evidence submitted by any out-of-state agency involved in a criminal investigation and prosecution.

1.2.3.1

The FSD shall select and use the most appropriate testing method and procedure, including the application of a decision rule applied to conformity to a specification or standard. If a customer requests an analytical method that is not supported by the laboratory, the customer shall be notified. When a customer requests a statement of conformity to a specification or standard for a test, the specification or standard and the decision rule shall be clearly defined in the discipline specific procedure manual.

1.2.3.2

All evidence being submitted to the laboratories shall be evaluated by FSD personnel to determine analysis that may yield results of forensic value. This includes analysis requested and not requested by the contributor on the FSD-007 (Request for Laboratory Examination). If necessary, the contributor shall be informed of [evidence submission policies](#). Any changes to the analysis performed shall be approved by the contributor and documented in the case record.

1.2.3.3

The Forensic Science Division reserves the right to transfer evidence received into its laboratory system to another accredited laboratory to help facilitate the analysis. This includes outsourcing of the evidence to other public and private laboratory systems. Review and approval of the FSD-007 shall be completed as outlined in section 1.2.2, above. Evidence that has been outsourced to another suitable laboratory will be administratively and technically reviewed per discipline-specific procedures.

1.2.4

The FSD laboratories shall not conduct examinations on cases which exclusively involve civil litigation.

1.2.5

Evidence from private investigators shall be submitted through a recognized law enforcement agency. A laboratory report shall only be sent to the law enforcement agency or designee as indicated in LOM 1.15.2.1.