

Maryland State Forensic Laboratory Licensure

Annual Reporting for Non-Accredited Laboratories

Authority and Contact Information:

To meet requirements for Maryland State Forensic Laboratory Licensure, as described in COMAR Title 10, Subtitle 51- Forensic Laboratories, the laboratory must annually provide certain information to the Maryland Department of Health (MDH) Office of Health Care Quality (OHCQ) Forensic Laboratories Program (Proficiency Testing, Internal Audit Information, etc.). Questions regarding these requirements, and all annual reports, should be forwarded to the Forensic Laboratories Program, Maryland Department of Health, Office of Health Care Quality, 7120 Samuel Morse Drive, Columbia, MD 21046.

Annual report should be submitted electronically to the MDH OHCQ Forensic Laboratories Program at: Chris.Damario@maryland.gov

Laboratory Information:

Name:

Address:

Director:

Quality Assurance Manager:

Telephone:

Facsimile:

Materials Requested (Please supply these materials by January 22, 2021):

Completion of Forensic Checklist for the end of the Year – Please complete the attached checklist for your laboratory.

Changes to Organizational Table -

Please provide a current copy of the laboratory's organizational chart and table of employees, including titles or tasks performed, reflecting whether or not proficiency testing is required for the employee.

Proficiency Testing Documentation -

The laboratory must submit one copy of the documentation related to PTs for all examiners in the laboratory during the period from January 1, 2020 to the date of this maintenance communication.

Please complete the approved format guide, Annual Maintenance Reporting of Proficiency Test Information - Part A, Part B, and Part C (forms attached).