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# NFSTC

Laboratory Auditing Workshop

[www.nfstc.org](http://www.nfstc.org)



Welcome to the  
**NFSTC Laboratory Auditing Workshop**  
Technology-Based Training Program



## Sealund Produces Technology-Based Training for NFSTC and NIJ

Sealund partnered with the National Forensic Science Technology Center (NFSTC) and the National Institute of Justice (NIJ) to produce a powerful Technology-Based Training CD-ROM. NFSTC and NIJ needed a convenient method of delivering training on laboratory certification to users across the country.

Development team members from NFSTC and Sealund worked together to produce an e-Learning solution that presented this mission-critical training in an interactive format. This individualized learning tool provides users with an engaging metaphor and dynamic content to support just-in-time learning.

### Sealund Special Report

Contact Sealund at 1-800-434-8000 for more information  
[consultants@sealund.com](mailto:consultants@sealund.com) • [www.sealund.com](http://www.sealund.com)



Forensic experts from NFSTC worked with Sealund to Produce an interactive e-Learning tool that combines audio, video, and interactive content to support forensic laboratory certification. Any topic in the modularized course content can be quickly accessed via an interactive Menu.



**NFSTC**  
Science Serving Justice

Course Overview  
 Module 1: Preparing for Accreditation  
 Module 2: Understanding the ASCLD/LAB Program  
 Module 3: Understanding Auditing  
 Module 4: How to Write a Quality Manual  
 Module 5: Dealing with Major Problems  
 Resources  
 Worked Examples

**Auditing Workshop Toolkit**

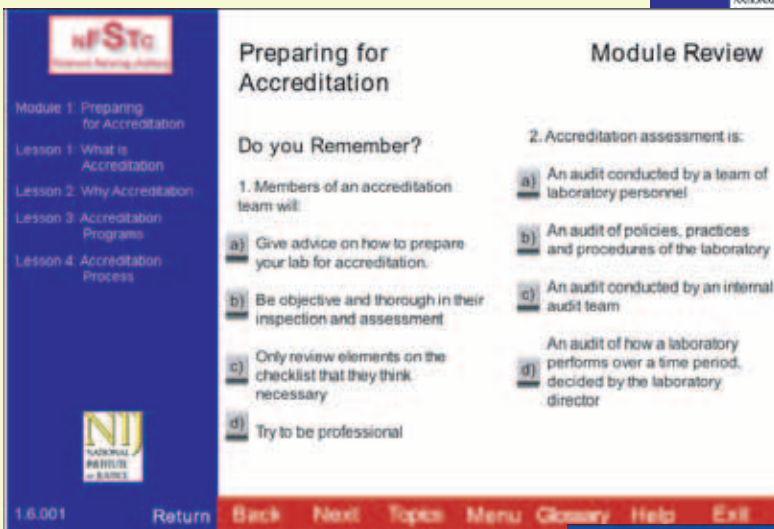
**Course Overview**

This toolkit is designed to help you to evaluate the performance of your laboratory against the standards of the ASCLD/LAB accreditation program. It is a valuable tool to help you achieve the highest quality of service, whether or not you proceed to accreditation. The toolkit contains five modules and a list of resources for your reference. Now click on the "help" button for navigational directions, or click on "next", to continue to the next page.



Click to View video

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Module 1: Preparing for Accreditation  
 Lesson 1: What is Accreditation  
 Lesson 2: Why Accreditation  
 Lesson 3: Accreditation Programs  
 Lesson 4: Accreditation Process

**Preparing for Accreditation**

Do you Remember?

1. Members of an accreditation team will:

- a) Give advice on how to prepare your lab for accreditation.
- b) Be objective and thorough in their inspection and assessment
- c) Only review elements on the checklist that they think necessary
- d) Try to be professional

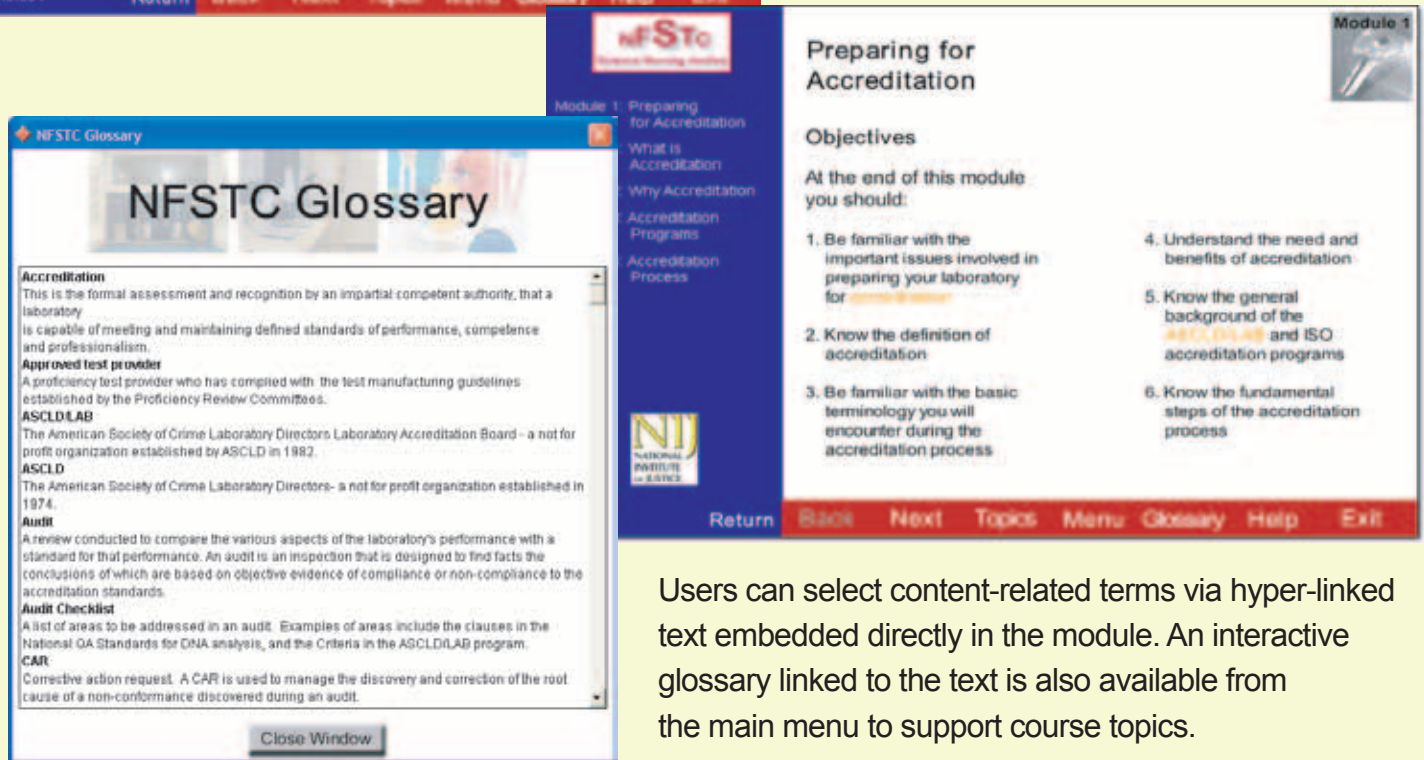
2. Accreditation assessment is:

- a) An audit conducted by a team of laboratory personnel
- b) An audit of policies, practices and procedures of the laboratory
- c) An audit conducted by an internal audit team
- d) An audit of how a laboratory performs over a time period, decided by the laboratory director

**Module Review**

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This cutting-edge CD-ROM also contains interactive exercises and sample documents in PDF format. Learning objectives are reviewed at the end of each module using interactive exercises. Once users have reviewed all the topics, they test their knowledge by selecting answers to the questions presented.



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**NFSTC Glossary**

**Accreditation**  
This is the formal assessment and recognition by an impartial competent authority, that a laboratory is capable of meeting and maintaining defined standards of performance, competence and professionalism.

**Approved test provider**  
A proficiency test provider who has complied with the test manufacturing guidelines established by the Proficiency Review Committee.

**ASCLD/LAB**  
The American Society of Crime Laboratory Directors Laboratory Accreditation Board - a not for profit organization established by ASCLD in 1982.

**ASCLD**  
The American Society of Crime Laboratory Directors- a not for profit organization established in 1974.

**Audit**  
A review conducted to compare the various aspects of the laboratory's performance with a standard for that performance. An audit is an inspection that is designed to find facts the conclusions of which are based on objective evidence of compliance or non-compliance to the accreditation standards.

**Audit Checklist**  
A list of areas to be addressed in an audit. Examples of areas include the clauses in the National QA Standards for DNA analysis, and the Criteria in the ASCLD/LAB program.

**CAR**  
Corrective action request. A CAR is used to manage the discovery and correction of the root cause of a non-conformance discovered during an audit.

Close Window

**Preparing for Accreditation**

**Objectives**

At the end of this module you should:

1. Be familiar with the important issues involved in preparing your laboratory for accreditation
2. Know the definition of accreditation
3. Be familiar with the basic terminology you will encounter during the accreditation process
4. Understand the need and benefits of accreditation
5. Know the general background of the ASCLD/LAB and ISO accreditation programs
6. Know the fundamental steps of the accreditation process

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Users can select content-related terms via hyper-linked text embedded directly in the module. An interactive glossary linked to the text is also available from the main menu to support course topics.