



Massachusetts Department of Public Health
Bureau of Infectious Disease and Laboratory Sciences

Chain of Custody & Evidence Handling: Best Practices for LRN Laboratory Personnel

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Course

- We decided to use the Chain of Custody course that Cheryl was already offering at the MA SPHL.
- Annual Chain of Custody training is required under the PHEP grant so this is needed by all LRN labs.
- The material was vetted by the FBI, APHL, CDC, CT LRN laboratory and the MA State Laboratory Director.

Development Team

➤ MA:

- Cheryl Gauthier – course SME
- Shoolah Escott – training logistics

➤ CT:

- Diane Noel – SME – materials reviewer
- Bobbie Macierowski – point person for CT
- TRAIN Administrator
- Captivate Consultant

Decisions

- Collaborated with CT to use their TRAIN system.
- A TNA wasn't needed since the course is required by the PHEP grant.
- Due to the tight timeline we decided to:
 - Hire a consultant to convert the PPT to an online format (Captivate)
 - Not to offer CEUs

Consultant

- We talked with our eLMS administrator and found out that DPH had a relationship with a consultant that had already done online courses for them.
- He is a Captivate developer and very responsive.
- We had a call with him and he said he could turn around our PPT within 2 -3 weeks.

Consultant cont.

- Then it moved along very quickly.
- 1st step was for him to script out the course.
- 2nd step was to add in the actual course material (slides/photos).
- 3rd step was to get it SCORM compliant and loaded on TRAIN
- 4th step was Beta testing and revisions

Challenges

➤ Consultant:

- Approval to use him
- Logistics of paying him

➤ CT TRAIN Administrator:

- Using CT's TRAIN system - Not under our control
- Not always responsive
- Not available – no back-up
- Took many emails back and forth

Challenges cont.

➤ Beta Testing:

- Needed both experienced and inexperienced testers from LRN-B and LRN-C labs
- We had 17 beta testers
 - Received feedback and made changes
- Didn't give us back full info/no forms
- Took much longer to complete

➤ Marketing:

- Brochure approvals
- APHL and CDC to send out

