

# **TENNESSEE BUREAU OF INVESTIGATION**

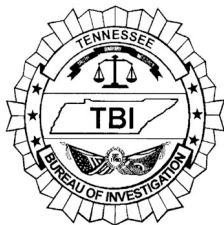
## *Forensic Services Division*

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### Toxicology Quality Assurance and Procedures Manual

#### 4.0 Abbreviations

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#### **4.0 ABBREVIATIONS**

**4.1** The approved abbreviation list for the Toxicology Unit can be found in the Appendix section of this manual. Generally accepted abbreviations and chemical formulae shall not be included.

**4.2** Chemical shorthand (e.g., MDMA for 3,4-methylenedioxy-methamphetamine) may be used. For these, an analyst should refer to the certificate of analysis for the accepted abbreviation. For infrequently encountered compounds in this category, the full chemical name or formula should be listed at least once in the case file to avoid confusion.

**4.3** Should an analyst use an abbreviation not listed in the abbreviation list, then a reference should be included in the case file as to what the abbreviation means.

**4.4** Should an analyst want to add an abbreviation to the list, he/she should forward their request to the Toxicology Technical Leader. Once the abbreviation is added, the analyst no longer needs to reference the meaning in the case file.