



DAVE YOST
OHIO ATTORNEY GENERAL

Submitting evidence in advance

PreLog upgrade expedites process for law enforcement

What's new about PreLog?

The Bureau of Criminal Investigation has upgraded its Laboratory Information Management System application, replacing the Prelog & Inquiry and Lab Online applications with a single application called **Prelog.Net**.

What is PreLog.Net?

PreLog.Net is a web-based system exclusively for the law enforcement customers of BCI's laboratories. Through OHLEG, law enforcement agencies "prelog" evidence and other case information before delivering the evidence to a BCI lab — a timesaver during the evidence reception process.

Additionally, PreLog.Net users can track the status of existing pending assignments, view approved laboratory reports, and access historic records of submissions. In PreLog.Net, laboratory report attachments now include notarized affidavits and/or statements of qualifications.

What makes PreLog.Net better?

In addition to its user-friendly interface, PreLog offers three notable new features:

- **Service request questions** to facilitate key case information to allow for a more efficient case triage workflow. This eliminates the extra paperwork associated with drug evidence submissions in the lab and improves documentation of CODIS eligibility information.
- **Item attributes** to provide clear descriptions of critical evidence details.
- **Name associations** to connect named individuals with evidence items linked to that individual.

These improved features are available only if a case is submitted through Prelog.Net, so law enforcement agencies are strongly encouraged to use the new application.

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What else is new about the process?

Each law enforcement agency is now responsible for managing its case officer/prosecutor status in the Prelog.Net administrative settings. Here's what's important for agencies to know:

- A Prelog.Net administrator must be identified for your agency — contact the OHLEG Support Desk with this information. Upon deployment, you must populate the local case officer list in Prelog.Net — to ensure that the records reflect current staff from your agency.
- If your agency does not have access to OHLEG, have an OHLEG user from your agency log into OHLEG to complete the OHLEG Security Training. The training certificate must be provided to your OHLEG agency coordinator.
- Next, submit an “OHLEG Online Account Application” at your earliest convenience. Please allow up to two weeks for your request to be processed.
- If you have OHLEG access but do not have access to Prelog.Net, please have your agency lead — the chief, sheriff or prosecutor — email a request for access (with officer/deputy names specified) to ohlegsupport@ohioago.gov.

BCI is unable to accept evidence from your department until this process is completed.

Is there training available for Prelog.Net?

Recorded PreLog.Net training is available from the vendor to all users, and the BCI Lab will provide a written guide on OHLEG.

If you have questions or need further assistance, please contact Abby Schwaderer, Manager of Evidence Receiving and Quality Assurance in the Laboratory, at Abby.Schwaderer@OhioAGO.gov or (740) 845-2517.



Ohio Bureau of Criminal Investigation

P.O. Box 365, London, OH 43140

Hotline: **855-BCI-OHIO (855-224-6446)**

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