

Victim Paperwork

THIS KIT IS DESIGNED FOR THE COLLECTION OF FORENSIC EVIDENCE (*WITHIN 7 DAYS OF A REPORTED SEXUAL ASSAULT*) FOR ANALYSIS BY THE ALASKA STATE CRIME LABORATORY.

USE ONLY ONE KIT PER PERSON

IF THIS KIT IS BEING COLLECTED FOR A FEMALE SUSPECT, INTIMATE SAMPLES MUST BE COLLECTED BY A MEDICAL PROFESSIONAL.

CONSENT/INFORMATION FORMS *REQUIRED for victim kits only*

Consent Form – Victim Reported Case

Information Form – Anonymous Victim Case

Review the appropriate form with the victim and have them initial/sign where indicated.

If the suspect has exercised the right to remain silent, follow normal agency/departments procedures. For suspects who have invoked their right to silence, utilize the notes section of the step 1a forensic history form for documentation purposes.

Step 1A **FORENSIC HISTORY FORM**

Step 1B **VICTIM ONLY**

MEDICAL HISTORY FORM AND DIAGRAMS

Step 1C **SUSPECT ONLY**

ANATOMICAL DIAGRAMS

Step 1D **EVIDENCE COLLECTION LOG**

*Fill out the information requested and initial where indicated.
No other forms will be accepted.*

**A copy of the completed forms must be returned within the kit
AND
provided to law enforcement [except for in anonymous victim cases].**

The kit instructions and forms are available under Forms on the Crime Lab webpage at:
<https://dps.alaska.gov/comm/crimelab/home>

Wear gloves and mask during evidence collection.

Change gloves often.

Maintain other universal precautions as needed.

Once a sample has been collected, the swab(s) should be placed back in the swab package immediately. The swab package is then placed into the appropriate envelope.

Swabs SHOULD NOT be left out in the open to dry.

If more swabs are needed than are provided in the kit, use hospital or agency supplied swabs to collect samples.

The *plastic sleeves* containing the paperwork are for organizational purposes only. They may be discarded upon opening.

PHOTO DOCUMENTATION GUIDELINES

1. If collecting a victim kit, explain the purpose of the exam photographs (to document exam findings) and obtain consent.
2. Take an identification photo at the beginning and end of the series; this may consist of a photo of an Identification Card, hospital face sheet or other label that clearly identifies the date, photographer, agency, and victim/suspect (name, case number, or medical record number).
3. For overall photos:
 - Photograph the subject overall, including front and back, and right and left sides with clothing.
 - Photograph for facial identification (frontal, R/L sides).
 - Note all injuries, skin disruptions, and scars on the anatomical diagrams provided. Indicate if from assault or other event (per subject).
4. Photo document each injury noted (separately). Use the "Rule of Threes":
 - Orientation photo to identify location of injury or finding (Overall of area).
 - Close up of injury or finding.
 - Close up of injury or finding using a scale. Be careful not to cover any part of the injury.
5. For colposcopic photos, be systematic:
 - Photograph overall area, top to bottom, side to side.
 - External genital structures to more internal structures.
 - Lowest magnification to highest.
 - Note all injuries on the anatomical diagrams provided.
6. Download photos to digital storage media or print per agency policy, maintaining copy for medical record. Ensure successful transmission to digital storage media before deleting from camera.
7. Label photos or digital storage media.
8. Place any photos and/or digital storage media in a separate envelope. **Encryption is not permitted.** Label and seal the envelope. Initial and date the seal.

FOR REPORTED CASES

DO NOT place the Photo Documentation media inside the evidence box. These photos should be given to law enforcement and/or the case officer.

FOR ANONYMOUS VICTIM CASES

Place the sealed evidence sample envelopes, the sealed Photo Documentation, and a copy of the completed Information form and Step 1 forms in the evidence box.

The Photo Documentation media will be removed and returned to law enforcement by the laboratory should the case become reported at a later date.

FOREIGN MATERIAL SHEET

Under some circumstances, for example when the suspect is a complete stranger to the victim, you may want to consider trace evidence collection.

1. Place a clean hospital bed sheet on the floor.
2. Obtain a white paper drape and place it on top of the clean bed sheet.
3. Instruct the person to stand in the center of the white paper drape and have them carefully remove all clothing and undergarments, with assistance if necessary, to collect any foreign material that may fall off the clothing.
4. Instruct the person to carefully step off the white paper drape.
5. Fold the white paper drape to securely retain any trace evidence recovered.

Place the white paper drape in a clean paper bag. Seal the bag with tape. Initial and date the seal. Fill out all information on the front of the bag and submit the item to law enforcement along with other clothing items. **DO NOT place this item in the kit. It should be packaged separately and given to law enforcement.**

The hospital bed sheet should not be collected as evidence.

CLOTHING

1. Collect each clothing item as it is removed.
 - Wet or damp clothing should be air dried before packaging (when possible).
 - Do not cut through any existing holes, rips or stains on the clothing.
 - Do not shake out the clothing (trace evidence is easily lost).
 - Remove all items from the pockets. Consult with law enforcement to determine if items from pockets need to be collected as evidence.
2. **Place each item of clothing into a clean brown paper bag. DO NOT place more than one item in each bag.**
3. If additional clothing/underwear are carried into the exam (items worn during assault, etc.), place the clothing into brown paper bags and label accordingly.
4. Label the bag(s) with the relevant case information (agency number, subject's name, contents, etc.)

It is not necessary to document the date and time collected, and the name of the individual collecting the sample, on each sample envelope unless there was a significant delay during collection or the samples were collected by someone other than the examiner named on the outside of the kit.

Step 2 UNDERWEAR / BRIEFS

Place the underwear/briefs (**worn at the time of the exam**) into the bag labeled "Underwear". Seal the bag with tape. Initial and date the seal. Fill out the information on the front of the bag.

If underwear is carried into the exam, place in a brown paper bag and submit item to law enforcement along with other clothing items. **Underwear carried into the exam are not to be placed in the kit.**

Before collection of a sample from the body, inspect the area for injury and document findings on the diagrams provided in Step 1B.

Step 3 DEBRIS COLLECTION

Remove the paper bindle(s) from the envelope. Unfold and place on a flat, clean surface. Collect any foreign debris (dirt, fibers, hairs, leaves, etc.) found on the head or body and place it in the center of the paper. Carefully refold the bindle. Note the location the sample was collected from on the bindle. Collect debris from different areas/body parts in separate bindles.

Do not seal the bindle(s). Place the bindle(s) back in the sample envelope. Seal the envelope with tape. Initial and date the seal. Fill out the information on the front of the envelope.

Immediately after collection, swabs are to be returned to the swab sleeve, cotton tip down. The swab sleeve is then placed in the appropriate white Step envelope.
DO NOT use a swab dryer or leave swabs out to dry.

Step 4 ORAL SWABS

Collect a sample within 24 hours of an oral assault for the detection of semen. If time of the assault has not been determined, use your discretion, based on the physical exam, in deciding whether or not to collect.

Simultaneously using both swabs provided (**do not moisten the swabs**), carefully swab the oral cavity. Include the gum line, teeth, roof of the mouth, surface of the tongue, and beneath the tongue.

Place the swabs back in the swab sleeve, cotton tips down, and place the sleeve in the sample envelope. Seal the envelope with tape. Initial and date the seal. Fill out the information on the front of the envelope.

Use the Step 9 Miscellaneous Swabs envelope for collection of fluids from the face in an oral assault.

Step 5 REFERENCE BUCCAL [CHEEK] SWABS *REQUIRED*

Have the subject rinse their mouth with water several times prior to collection of known sample.

The crime lab will NOT proceed with any case-related DNA analysis without a known sample.

Simultaneously using both swabs provided (**do not moisten the swabs**), swab the inside of the subject's left and right cheeks (at least six times).

Place the swabs back in the swab sleeve, cotton tips down, and place the sleeve in the sample envelope.

Seal the envelope with tape. Initial and date the seal. Fill out the information on the front of the envelope.

Step 6 FINGERNAIL SCRAPINGS

Used for the collection of foreign DNA in cases involving scratching or digital penetration.

Remove the contents of the envelope labeled "FINGERNAIL SCRAPINGS-LEFT HAND". Unfold the paper bindle and place it on a clean, flat surface. Hold the subject's left hand over the paper and using the thin-pointed swab provided; carefully scrape under all five fingernails allowing any loose debris present to fall onto the paper. Place the swab in the center of the bindle and refold the paper (**you will need to refold the bindle to accommodate the swab**) and place the bindle back in the sample envelope.

Repeat this procedure for the right hand. Place the thin-pointed swab in the center of the bindle and refold the paper (**refold the bindle to accommodate the swab**) and place the bindle back in the sample envelope.

Seal the envelopes with tape. Initial and date the seals. Fill out the information on the front of the envelopes.

Step 7 FINGER SWABS

Used for the collection of foreign DNA in cases involving forceful contact, scratching and/or digital penetration.

Moisten the swab provided with sterile/distilled water and thoroughly swab each of the subject's five fingers on the left hand using the one swab provided, including the area around the cuticles.

Place the swabs back in the swab sleeve, cotton tip down, and place the sleeve in the sample envelope labeled "FINGER SWABS-LEFT".

Repeat this procedure for the right hand using the swab provided. Place the swabs back in the swab sleeve, cotton tip down, and place the sleeve in the sample envelope labeled "FINGER SWABS-RIGHT".

Seal the envelopes with tape. Initial and date the seals. Fill out the information on the front of the envelopes.

Step 8 PUBIC HAIR COMBINGS

Used for the collection of foreign hairs.

Do not allow the subject to comb their own pubic hairs.

Remove the paper bindle and comb from the envelope. Unfold and place the paper partially under the subject's buttocks. Using the comb provided, comb the pubic hair in a downward stroke so that any loose hairs and/or debris will fall onto the paper sheet. **Do not comb more than twice.** Refold the bindle and place the comb and any hairs collected into the sample envelope. Seal the envelope with tape. Initial and date the seal. Fill out the information on the front of the envelope.

Use of an alternate light source (ALS) at a wavelength of 450 nm may aid in locating possible saliva, semen, or other biological fluids for collection.

Step 9 MISCELLANEOUS SWABS

Used for the collection of suspected SEMEN stains on the body (non-genital).

Used for the collection of suspected SALIVA from bite marks and licked/sucked areas (non-genital).

Used for the collection of foreign BLOOD stains on the body.

Used for the collection of OTHER suspected contact sources of DNA (strangulation, forceful grasping, etc.)

DO NOT swab bleeding wounds, cuts or abrasions.

If you are collecting Facial Swabs, DO NOT swab the lips.

Moisten the swab provided with sterile/distilled water and thoroughly, but gently swab the area of interest, *using a separate swab for each collection.*

Place each swab back in a swab sleeve, cotton tip down, and then place the sleeve in one of the sample envelopes provided. Note the location of the area swabbed on the envelope.

Seal the envelopes with tape. Initial and date the seals. Fill out the information on the front of the envelopes.

IF THIS KIT IS BEING COLLECTED FOR A FEMALE SUSPECT, THE FOLLOWING SAMPLES MUST BE COLLECTED BY A MEDICAL PROFESSIONAL.

Step 10 EXTERNAL GENITALIA / ANAL SWABS

Used for the detection of foreign DNA in cases of oral contact or extensive skin to skin (including penile or digital) contact.

Using the single swabs provided, lightly moisten the swabs with sterile/distilled water and carefully swab the relevant external genitalia *in separate collections, as follows:*

- a. **Female** - Mons and outer aspect of labia majora
- b. **Female** - Remainder of vulva (inner aspect of labia majora, labia minora, etc.)
- c. **Male** - Penis (glans and shaft) - If the victim is uncircumcised, retract the foreskin when swabbing
- d. Perineum and Anus (external only)

Place each of the swabs back in a separate swab sleeve, cotton tip down, and then place the sleeves in the respective labeled sample envelopes provided.

Seal the envelope(s) with tape. Initial and date the seal(s). Fill out the information on the front of the envelopes.

Assemble provided swab boxes. Immediately after collection, vaginal, cervical and rectal swabs are to be placed in the provided swab boxes, cotton tip down. The swab boxes are then placed in the appropriate white Step envelopes.

Step 11 VAGINAL SWABS

Used for the detection of foreign DNA in case of penile/digital vaginal penetration.

Simultaneously using both swabs provided (do not moisten the swabs), carefully swab the vaginal vault.

Place the swabs together in a swab box, cotton tips down, and then place the box in the sample envelope labeled "VAGINAL SWABS".

Seal the envelope with tape. Initial and date the seal. Fill out the information on the front of the envelope.

Step 12 CERVICAL SWABS

Used for the detection of semen in case of penile/vaginal penetration.

Simultaneously using both swabs provided (do not moisten the swabs), carefully swab the Cervical Os.

Place the swabs together in a swab box, cotton tips down, and then place the box in the sample envelope labeled "CERVICAL SWABS".

Seal the envelope with tape. Initial and date the seal. Fill out the information on the front of the envelope.

Step 13 RECTAL SWABS (INTERNAL)

Used for the detection of foreign DNA in case of penile/digital rectal penetration.

Simultaneously using both swabs provided, carefully swab the rectum (the swabs may be moistened to assist with insertion if an anoscope is not being used).

Place the swabs together in a swab box, cotton tips down, and then place the box in the sample envelope labeled "RECTAL SWABS".

Seal the envelope with tape. Initial and date the seal. Fill out the information on the front of the envelope.

FINAL PACKAGING INSTRUCTIONS

1. Verify that the Underwear bag and any of the sample envelopes used are properly labeled and sealed.
2. Place the Underwear bag (underwear worn to exam only) and sample envelopes inside the evidence kit box.
3. **Place a copy of the completed consent/information form and Step 1 forms inside the evidence kit box.** Please do not staple or paper clip the pages.

A second copy of the paperwork should be given to law enforcement and/or the case officer (except in anonymous victim cases).

4. Fill out all information on the front of the evidence kit box.
5. Seal the evidence kit box with the tape provided. Initial and date the seal(s).

It is NOT necessary to completely seal around all edges of the kit. A seal is sufficient if the contents cannot be accessed without breaking the seal.



6. Place any photos and/or digital storage media in a separate envelope. **Encryption is not permitted.** Seal the envelope. Initial and date the seal.

Photos and/or digital media storage should only be sealed inside the evidence kit box in anonymous victim cases. In all other cases, the envelope containing these items should be given to law enforcement and/or the case officer.

7. Verify that all additional clothing collected (including underwear carried to exam) is properly packaged, labeled and sealed (in individual brown paper bags). Clothing is submitted to the crime lab (as needed) as separate items of evidence.
8. Check the appropriate box on the outside of the kit if **ONLY** the known/reference buccal swab (Step 5) was collected.

Unused kit components may be disposed of or recycled for agency use as needed.

A copy of this form must be placed in the evidence box and one must be provided to the victim.

Initials

I understand that I am consenting to a medical-forensic examination in which evidence of sexual assault will be collected by a forensic nurse or other health care provider. I may stop the interview and/or withdraw consent for any portion of the examination at any time.	
I understand that once an item of evidence has been collected, I may not withdraw my consent to the collection of that item.	
I understand that, if my assault is reported to law enforcement, the agencies responding to my report of sexual assault will exchange information in order to facilitate services that best meet my medical-forensic needs.	
I understand that the documentation and collection of evidence may include photographing injuries, including injuries to the genital area, and a forensic evidence collection kit will be used to gather evidence such as biological fluids for DNA testing, my clothing, and any other items.	
I understand that the health care provider will release a copy of the medical-forensic examination report and all forensic evidence, including photographic evidence, to law enforcement for their use. I understand that once this evidence is disclosed it may be re-disclosed as required to facilitate criminal prosecution.	
I understand that health care providers are mandated reporters in regards to children, vulnerable adults, and certain types of injuries. A mandated reporter is required to report to the designated agency whenever medical care is sought for such injuries and is required to report any other information that falls under the mandated reporting statutes.	
I understand that a victim of sexual assault who is over the age of 16 years may not be required to pay, directly or indirectly, for the costs of the forensic portion of the examination. The forensic portion includes all steps necessary to collect evidence for a forensic examination kit as per AS1868.040. I understand that any treatment beyond the forensic examination, such as emergency room care, laboratory, testing, medications, etc., is at my own expense.	

Note: A. Signature of parent or guardian if victim is an unemancipated minor or mentally incompetent. *
B. If minor child is presenting, and parent or guardian is not present, a police officer may take immediate action to protect the well-being of the child, who may require immediate medical attention. The police officer shall, at the earliest opportunity, notify the Department of Health and Social Services, Office of Children's Services.

Victim's Signature

Victim's Name (Print)

Guardian's Signature (if applicable)

Guardian's Name (Print)

Date

Time

am pm

** AS 25.20.025 provides that minor children may give consent for their own health care under certain circumstances.*

_____ Law Enforcement Signature	_____ Advocate	_____ Examiner's Signature
_____ Law Enforcement Name (Print)	_____ Advocate Agency	_____ Examiner's Name (Print)
_____ Agency ID#		_____ Agency
_____ Law Enforcement Case Number		

A copy of this form must be placed in the evidence box and one must be provided to the victim.

NOTE: This form is to be used only when a patient reports directly to the health care provider, law enforcement has not been previously contacted, and the patient declines to report to law enforcement at this time. In addition to completing this form, the patient should also complete the "Consent for Medical-Forensic Examination - Reported Assault" form. That consent form must be sealed within the evidence box, so that the authorization to release information will not become effective unless the patient later reports the assault.

I _____ am requesting Sexual Assault Evidence Collection and I do not want to be interviewed at this time by law enforcement.

I have read and understand the following:

- A. I will not be billed for the forensic portion of the examination.
- B. The benefits of reporting to law enforcement may include:
 - 1. Law enforcement will have an opportunity to collect evidence from you, from the suspect, and from other possible crime scenes.
 - 2. Witnesses may be interviewed in a timely fashion.
 - 3. You may be eligible for Violent Crimes Compensation funds to pay for counseling and other services.
- C. If you choose not to report to law enforcement at this time:
 - 1. Other evidence that would normally be collected by law enforcement will not be collected at this time and may be permanently lost.
 - 2. Suspects and witnesses will not be interviewed unless you decide to report to law enforcement and they may not be available or cooperative later.
 - 3. Alaska law provides that an application for Violent Crimes Compensation may not be considered unless the crime is reported to police.
- D. By delaying an interview with law enforcement, it may be more difficult, if not impossible, for a prosecutor to file charges against the suspect, if you later decide to report.
- E. The evidence that is collected from you today (including the photos) will be preserved in a sealed container which will be identified by number only. The health care provider will not reveal your identity to law enforcement. This kit will be held at the crime laboratory and other collected evidence will be held by law enforcement. The evidence will remain sealed and untested unless and until you report the sexual assault. The evidence will be held in accordance with the evidence retention schedule of the agency that stores it.
- F. Your Authorization to Release Information will be sealed within the unidentified evidence container, and will become effective only if you decide to report the crime to law enforcement.
- G. If you decide you want to report to law enforcement at a later date, you can do so by contacting us (the examining agency) at:

Name/Agency

Phone Number

Victim's Signature

Date

Examiner's Initials: _____

FOR REPORTED ASSAULTS, forensic history to be completed based on law enforcement interview. ANONYMOUS VICTIM CASE

Agency Case Number: _____

Time Interview started: _____ am pm

Date: _____

Time Interview ended: _____ am pm

“The information and evidence that is being collected from you is critical to the success of the investigation of your assault. Some of the questions you will be asked may be very personal, but we ask them to help us provide you with medical treatment and also to make decisions about testing the evidence in this kit.”

VICTIM INFORMATION:

Name: _____ DOB: _____ Age: _____

Biological sex at birth: Female Male Gender identity: _____

Race/Ethnicity: Alaska Native Caucasian/White African American/Black Asian Native American/Indian
 Hispanic/Latino Other: _____ Stated Observed

Interpreter Used Yes No

Language Used _____

Language Line: Ref # _____

Name of interpreter _____

Relationship _____

Telephone _____

Date of assault (most recent if multiple assaults): _____	
Time/Time frame: _____ <input type="checkbox"/> am <input type="checkbox"/> pm	
Multiple incidents over time <input type="checkbox"/>	
LOCATION OF ASSAULT	DESCRIPTION OF LOCATION:
(Check all that apply) <input type="checkbox"/> Unknown	
<input type="checkbox"/> Outdoors	
<input type="checkbox"/> Vehicle	
<input type="checkbox"/> Residence/Home	
<input type="checkbox"/> Place of business	
<input type="checkbox"/> Place of employment	
<input type="checkbox"/> Other:	
VICTIM'S DESCRIPTION OF INCIDENT:	

Officer's Initials: _____

Examiner's Initials: _____

“Now I’m going to go ask some very specific questions. I know you may have already answered some of these when you explained what happened. I apologize if I make you repeat yourself, but I want to make sure that we don’t miss any important information. These questions may also help you remember other details.”

ACTS DESCRIBED BY VICTIM (note method/manner)					
Did the victim: <ul style="list-style-type: none"> • Scratch the assailant(s) • Bite the assailant(s) • Hit the assailant(s) • Kick the assailant(s) 	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> Attempted	<input type="checkbox"/> Unsure	Describe::
Any injuries to assailant(s) resulting in bleeding?	<input type="checkbox"/> No	<input type="checkbox"/> Yes		<input type="checkbox"/> Unsure	Location:
Did the assailant(s): <ul style="list-style-type: none"> • Scratch the victim • Bite the victim • Hit or kick the victim • Kiss and/or lick the victim 	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> Attempted	<input type="checkbox"/> Unsure	Describe:
Any injuries to victim resulting in bleeding?	<input type="checkbox"/> No	<input type="checkbox"/> Yes		<input type="checkbox"/> Unsure	Location:
Were the victim’s hands in contact with: <ul style="list-style-type: none"> • the assailant’s breasts/chest • the assailant’s external genitalia/penis • the assailant’s anus 	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> Attempted	<input type="checkbox"/> Unsure	Describe nature of contact:
Were the assailant(s) hands in contact with: <ul style="list-style-type: none"> • the victim’s breasts/chest • the victim’s external genitalia/penis • the victim’s anus 	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> Attempted	<input type="checkbox"/> Unsure	Describe nature of contact:
Did the assailant(s): <ul style="list-style-type: none"> • Force victim to masturbate? • Masturbate on the victim? • Masturbate near the victim? 	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> Attempted	<input type="checkbox"/> Unsure	Describe:
Was there oral contact of the victim’s genitalia by the assailant(s)?	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> Attempted	<input type="checkbox"/> Unsure	Describe:
Was there oral contact of the assailant’s genitalia by the victim?	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> Attempted	<input type="checkbox"/> Unsure	Describe:
Was there penetration of victim’s genital opening by the assailant(s)?	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> Attempted	<input type="checkbox"/> Unsure	<input type="checkbox"/> Penis <input type="checkbox"/> Finger <input type="checkbox"/> Foreign object / other _____
Was there penetration of victim’s anal opening by the assailant(s)?	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> Attempted	<input type="checkbox"/> Unsure	<input type="checkbox"/> Penis <input type="checkbox"/> Finger <input type="checkbox"/> Foreign object / other _____
Was a lubricant used?	<input type="checkbox"/> No	<input type="checkbox"/> Yes		<input type="checkbox"/> Unsure	Type:
Was a condom used?	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> Attempted	<input type="checkbox"/> Unsure	
Was the condom discarded?	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> N/A	<input type="checkbox"/> Unsure	Location:
Did ejaculation occur?	<input type="checkbox"/> No	<input type="checkbox"/> Yes		<input type="checkbox"/> Unsure	Location: <input type="checkbox"/> Mouth <input type="checkbox"/> Vagina <input type="checkbox"/> Anus/Rectum <input type="checkbox"/> Body surface <input type="checkbox"/> Clothing <input type="checkbox"/> Bedding <input type="checkbox"/> Other _____

Officer's Initials: _____

Examiner's Initials: _____

Position(s) during assault: Supine Standing Prone Sitting Lying on side (right/left) Unknown
 Other: _____

Did the victim have:				
Loss of Memory?	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> Unsure	Describe:
Lapse of consciousness?	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> Unsure	Describe:

METHODS EMPLOYED BY ASSAILANT(S)					
Threats or fear/intimidation?	<input type="checkbox"/> No	<input type="checkbox"/> Yes		<input type="checkbox"/> Unsure	Describe:
Grabbing, grasping, or holding?	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> Attempted	<input type="checkbox"/> Unsure	Location:
Physical blows?	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> Attempted	<input type="checkbox"/> Unsure	Location:
Was a weapon or other object used?	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> Attempted	<input type="checkbox"/> Unsure	Type:
Were physical restraints used?	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> Attempted	<input type="checkbox"/> Unsure	Type:
Burns (chemical or thermal)?	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> Attempted	<input type="checkbox"/> Unsure	Location:

If yes to any of the following, see Strangulation Assessment					
Strangulation?	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> Attempted	<input type="checkbox"/> Unsure	Describe:
Choking?	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> Attempted	<input type="checkbox"/> Unsure	Describe:
Suffocation?	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> Attempted	<input type="checkbox"/> Unsure	Describe:

Were pictures / video taken?	<input type="checkbox"/> No	<input type="checkbox"/> Yes		<input type="checkbox"/> Unsure	Describe:
If yes to the above:	<input type="checkbox"/> Before		<input type="checkbox"/> During		<input type="checkbox"/> After

Other Methods Employed?	Describe:
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Officer's Initials: _____

Examiner's Initials: _____

“We need to ask you some questions about any drug use or alcohol use around the time of the assault. The use of drugs and alcohol is not the main focus of the investigation, but this information is very important in your medical care and the investigation of the sexual assault.”

ALCOHOL AND DRUG INFORMATION:

Was alcohol used by the assailant in the time surrounding the assault? Unknown No Yes

Was alcohol used by the victim in the time surrounding the assault? Unknown No Yes

Ingestion Voluntary Involuntary

If yes, describe. How was alcohol obtained?: _____

What was consumed (by victim and by suspect(s))? _____

How much (by victim and by suspect(s))? _____

Approximate time of first and last drink? _____

Were drugs (including prescriptions) used by the assailant in the time surrounding the assault? Unknown No Yes

Were drugs (including prescriptions) used by the victim in the time surrounding the assault? Unknown No Yes

Ingestion Voluntary Involuntary

If yes, describe. How was the drug obtained?: _____

What was consumed (by victim and by suspect(s))? _____

How much (by victim and by suspect(s))? _____

Approximate time of first and last use? _____

MEDICAL HISTORY:

Has the victim had a bone marrow transplant? No Yes unknown

Has the victim received a blood transfusion? (note: this does not include donating blood) No Yes unknown

If yes, approximately how long ago? _____

If female victim:

Was victim menstruating at the time of the assault? No Yes N/A

Has the victim started her menses since the assault? No Yes N/A

If yes, how many hours/days after: _____

If male victim:

Has the victim had a vasectomy? No Yes N/A

If yes, has the victim had a vasectomy reversal? No Yes

Officer's Initials: _____

Examiner's Initials: _____

HYGIENE/ACTIVITY (since the assault and prior to the exam)			VICTIM'S DESCRIPTION
If <24 hours since the assault, has the victim:			
Ate/Drank	<input type="checkbox"/> No	<input type="checkbox"/> Yes	
Brushed teeth/Gargled/Rinsed Mouth	<input type="checkbox"/> No	<input type="checkbox"/> Yes	
Urinated	<input type="checkbox"/> No	<input type="checkbox"/> Yes	
Wiped genitals (not while using bathroom)	<input type="checkbox"/> No	<input type="checkbox"/> Yes	If yes, with what and where is it?

If <72 hours since the assault, has the victim:			
Had a bowel movement	<input type="checkbox"/> No	<input type="checkbox"/> Yes	
Used a douche/enema	<input type="checkbox"/> No	<input type="checkbox"/> Yes	
Showered/Bathed/Steamed/Washed Genitals	<input type="checkbox"/> No	<input type="checkbox"/> Yes	Number of times:
Vomited	<input type="checkbox"/> No	<input type="checkbox"/> Yes	

Since the assault, has the victim:		
Inserted a <input type="checkbox"/> feminine hygiene product <input type="checkbox"/> birth control device	What?	Is victim still wearing it? <input type="checkbox"/> No (where is the item now? _____) <input type="checkbox"/> Yes (Tampons worn to the exam should be collected and submitted in a Drypak evidence bag within the kit.)
Used a <input type="checkbox"/> pad or <input type="checkbox"/> panty liner		Is victim still wearing it? <input type="checkbox"/> No (where is the item now? _____) <input type="checkbox"/> Yes (Pads/pantyliners worn to the exam should be collected and submitted in a Drypak evidence bag within the kit.)
Other:		

Officer's Initials: _____

Examiner's Initials: _____

CLOTHING WORN AT TIME OF EXAM

Condition/Appearance: <input type="checkbox"/> Clean <input type="checkbox"/> Intact <input type="checkbox"/> Dirty <input type="checkbox"/> Wet <input type="checkbox"/> Torn <input type="checkbox"/> Apparent blood	Clothing worn at time of exam: (List) <input type="checkbox"/> Shirt/T-shirt Describe: _____ <input type="checkbox"/> Jeans/Pants Describe: _____ <input type="checkbox"/> Coat/Jacket Describe: _____ <input type="checkbox"/> Underwear Describe: _____ <input type="checkbox"/> Bra Describe: _____ <input type="checkbox"/> Socks/Shoes Describe: _____ <input type="checkbox"/> Other Describe: _____
--	---

Has the victim changed **any** clothing since the assault? No (skip to sexual history)
 Yes (continue with remainder of section)

CLOTHING WORN AT TIME OF ASSAULT (if different from clothing worn to exam)

Clothing worn at time of assault: (List)
 Shirt/T-shirt Describe: _____
 Jeans/Pants Describe: _____
 Coat/Jacket Describe: _____
 Underwear Describe: _____
 Bra Describe: _____
 Socks/Shoes Describe: _____
 Other Describe: _____

If the victim has changed clothing since the assault, where is the clothing now?
 Unsure At scene With victim Given to law enforcement Other _____

Were any items laundered? No Yes
If yes, please describe: _____

Officer's Initials: _____

Examiner's Initials: _____

“As part of the investigation, it is likely that the samples collected from your body will be tested for DNA. If you have had recent sexual activity with anyone, law enforcement will try to obtain a DNA sample (by taking a swab from the inside of their cheek) so we can determine if the DNA from your kit is from your sexual partner or the person who assaulted you. We understand that these questions may be very personal—we are asking them only to be able to identify any DNA we might find. The sample from your sexual partner will not be used for any other purpose.”

RECENT SEXUAL HISTORY:

Prior to the assault, did the victim have sexual activity within the specified time frames? No Yes

If yes,

- Within the last 7 days,
 - Penile / Vaginal penetration No Yes OR Digital / Vaginal penetration No Yes
 - If yes, Date/time: _____ Name(s): _____
 - Did ejaculation occur? Unknown No Yes N/A
 - Was a barrier used? Unknown No Yes Type: _____
- Within the last 3 days,
 - Penile / Anal penetration No Yes OR Digital / Anal penetration No Yes
 - If yes, Date/time: _____ Name(s): _____
 - Did ejaculation occur? Unknown No Yes N/A
 - Was a barrier used? Unknown No Yes Type: _____
- Within the last 24 hours,
 - Oral / genital contact received No Yes
 - If yes, Date/time: _____ Name(s): _____
 - Did ejaculation occur? Unknown No Yes N/A
 - Was a barrier used? Unknown No Yes Type: _____
 - Oral / genital contact given No Yes
 - If yes, Date/time: _____ Name(s): _____
 - Did ejaculation occur? Unknown No Yes N/A
 - Was a barrier used? Unknown No Yes Type: _____

Since the assault, has the victim had sexual activity? No Yes

If yes,

- Penile / Vaginal penetration No Yes OR Digital / Vaginal penetration No Yes
 - If yes, Date/time: _____ Name(s): _____
 - Did ejaculation occur? Unknown No Yes N/A
 - Was a barrier used? Unknown No Yes Type: _____
- Penile / Anal penetration No Yes OR Digital / Anal penetration No Yes
 - If yes, Date/time: _____ Name(s): _____
 - Did ejaculation occur? Unknown No Yes N/A
 - Was a barrier used? Unknown No Yes Type: _____
- Oral / genital contact received No Yes
 - If yes, Date/time: _____ Name(s): _____
 - Did ejaculation occur? Unknown No Yes N/A
 - Was a barrier used? Unknown No Yes Type: _____
- Oral / genital contact given No Yes
 - If yes, Date/time: _____ Name(s): _____
 - Did ejaculation occur? Unknown No Yes N/A
 - Was a barrier used? Unknown No Yes Type: _____

Officer's Initials: _____

Examiner's Initials: _____

SUSPECT INFORMATION: Number of assailants: 1 2 3 4 >4, add supplemental pages, as necessary

1. Name: _____ Age: _____ Race/Ethnicity: _____

Biological Sex: Male Female

RELATIONSHIP TO VICTIM: (Check/circle all that apply)

Unknown Known Stranger Spouse (current/former) Partner (current/former) Relative Friend Other: _____

PHYSICAL CHARACTERISTICS:

Hair color: Blonde Brown Black Red Other _____ Length: Short Medium Long Shaved/Bald

Facial hair: No Yes If yes, type: _____

2. Name: _____ Age: _____ Race/Ethnicity: _____

Biological Sex: Male Female

RELATIONSHIP TO VICTIM: (Check/circle all that apply)

Unknown Known Stranger Spouse (current/former) Partner (current/former) Relative Friend Other: _____

PHYSICAL CHARACTERISTICS:

Hair color: Blonde Brown Black Red Other _____ Length: Short Medium Long Shaved/Bald

Facial hair: No Yes If yes, type: _____

3. Name: _____ Age: _____ Race/Ethnicity: _____

Biological Sex: Male Female

RELATIONSHIP TO VICTIM: (Check/circle all that apply)

Unknown Known Stranger Spouse (current/former) Partner (current/former) Relative Friend Other: _____

PHYSICAL CHARACTERISTICS:

Hair color: Blonde Brown Black Red Other _____ Length: Short Medium Long Shaved/Bald

Facial hair: No Yes If yes, type: _____

4. Name: _____ Age: _____ Race/Ethnicity: _____

Biological Sex: Male Female

RELATIONSHIP TO VICTIM: (Check/circle all that apply)

Unknown Known Stranger Spouse (current/former) Partner (current/former) Relative Friend Other: _____

PHYSICAL CHARACTERISTICS:

Hair color: Blonde Brown Black Red Other _____ Length: Short Medium Long Shaved/Bald

Facial hair: No Yes If yes, type: _____

Officer's Initials: _____

Examiner's Initials: _____

TO BE COMPLETED BY THE MEDICAL PROVIDER

Time assessment started: _____ am pm Time assessment ended: _____ am pm

MEDICAL HISTORY:

Drug allergies: No known allergies Yes If yes, list: _____

Latex allergy: No Yes

Other allergies: No Yes If yes, list: _____

Vaccine History:

Tetanus: Up to date (last 5 – 10 years) Not current Unsure

Hepatitis A: No Yes Partial series Unsure

Hepatitis B: No Yes Partial series Unsure

Gardasil: No Yes Partial series Unsure

Current medications (prescriptions, contraceptives, over-the-counter, herbal or home remedies):

None Yes

If yes, list (include dosage and time last taken for each, if known) _____

Is the victim at risk of having withdrawal/DT's during the exam? No Yes

If yes, is there a seizure history associated with withdrawal? No Yes

Does the victim have any observed disabilities?

No Yes If yes, describe _____

Does the victim have a safe living environment to return to? No Yes

Any recent medical procedures/treatments (30 days) that may affect the interpretation of any physical or forensic findings?

No Yes If yes, describe _____

Did the victim seek medical care between the assault and this examination that may affect the interpretation of any physical findings or potential forensic evidence? No Yes If yes, describe _____

Was a pelvic exam done? No Yes N/A

GYNECOLOGICAL HISTORY:

LMP: _____ Was LMP normal (per victim): Yes No If no, describe _____

G _____ P _____ Delivery in the last 8 weeks: No Yes If yes: Vaginal C-section

Does victim think she could be pregnant? No Yes If yes, how many weeks: _____

Has victim been treated for an STI in the last 6 weeks? No Yes

If yes: Date: _____ For: _____ Treated with: _____

REVIEW OF CURRENT SYSTEMS ROS not assessed

Constitutional: Current health concerns Fever or chills Pain: if yes, scale ____/10 Other: _____
Describe: _____

DERM: Current skin lesions Scars Easy bleeding/bruising Other: _____
Describe: _____

HEENT: Problems with: speech Hearing Vision Swallowing
 Ever a time pressure was applied to the neck (assess for strangulation) Other: _____
Describe: _____

Cardiovascular: Known heart murmur Other heart problems Current chest pain Current palpitations
 Other: _____
Describe: _____

Pulmonary: Shortness of breath Cough Coughing up blood Other breathing problems _____
Describe: _____

GI: Nausea Vomiting Diarrhea Abdominal pain Bowel incontinence Rectal Bleeding
 Rectal Itching Rectal discharge Other: _____
Describe: _____

GU: Pelvic pain Genital itching Genital discharge Genital pain Genital bleeding Urinary Incontinence
 Painful urination Blood in urine Other: _____
Describe: _____

Neurologic: Loss of consciousness Seizures Syncope Current headache Other: _____
Describe: _____

Musculoskeletal: Muscle or joint pain Fractures Other: _____
Describe: _____

Mental health: Self-harm (cutting, etc.) Suicidal thoughts, gestures, attempts Depression Anxiety
PTSD: _____
Describe: _____

Other: _____

ROS negative except as noted above

PHYSICAL ASSESSMENT:

Victim accompanied in exam by: Forensic examiner Advocate Other: _____

GENERAL PHYSICAL EXAMINATION

Temperature _____ PO Ax Pulse _____ Respiration _____ Blood Pressure _____

Height _____ Weight _____ Hair color _____ Eye Color _____

General physical appearance, demeanor, level of alertness, condition of clothing:

Additional information:

Area	WNL	ABN	Not Examined	See Diagram	Describe significant findings
Skin	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Head	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Scalp/hair	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Eyes	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Nose and Ears	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Mouth/Lips/Pharynx	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Teeth	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Neck/nodes	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Lungs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Chest	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Heart	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Abdomen	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Back	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Buttocks	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Extremities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Neurological	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Examiner's Initials: _____

FEMALE/MALE - HEAD/NECK

LEGEND (Type of findings)	
AB	Abrasion
BM	Bite mark
BR	Bruise
BU	Burn
DE	Debris, Foreign body
F/H	Fiber/Hair
IW	Incised wound
LA	Laceration
OF	Other finding (describe)
I	Other injury (describe)
PE	Petechiae
SC	Scar
TE	Tenderness
V/S	Vegetation/soil
ALS+	Alternate light source <input type="checkbox"/> Fluorescence found <input type="checkbox"/> Samples swabbed

Notes: <input type="checkbox"/> No injuries noted

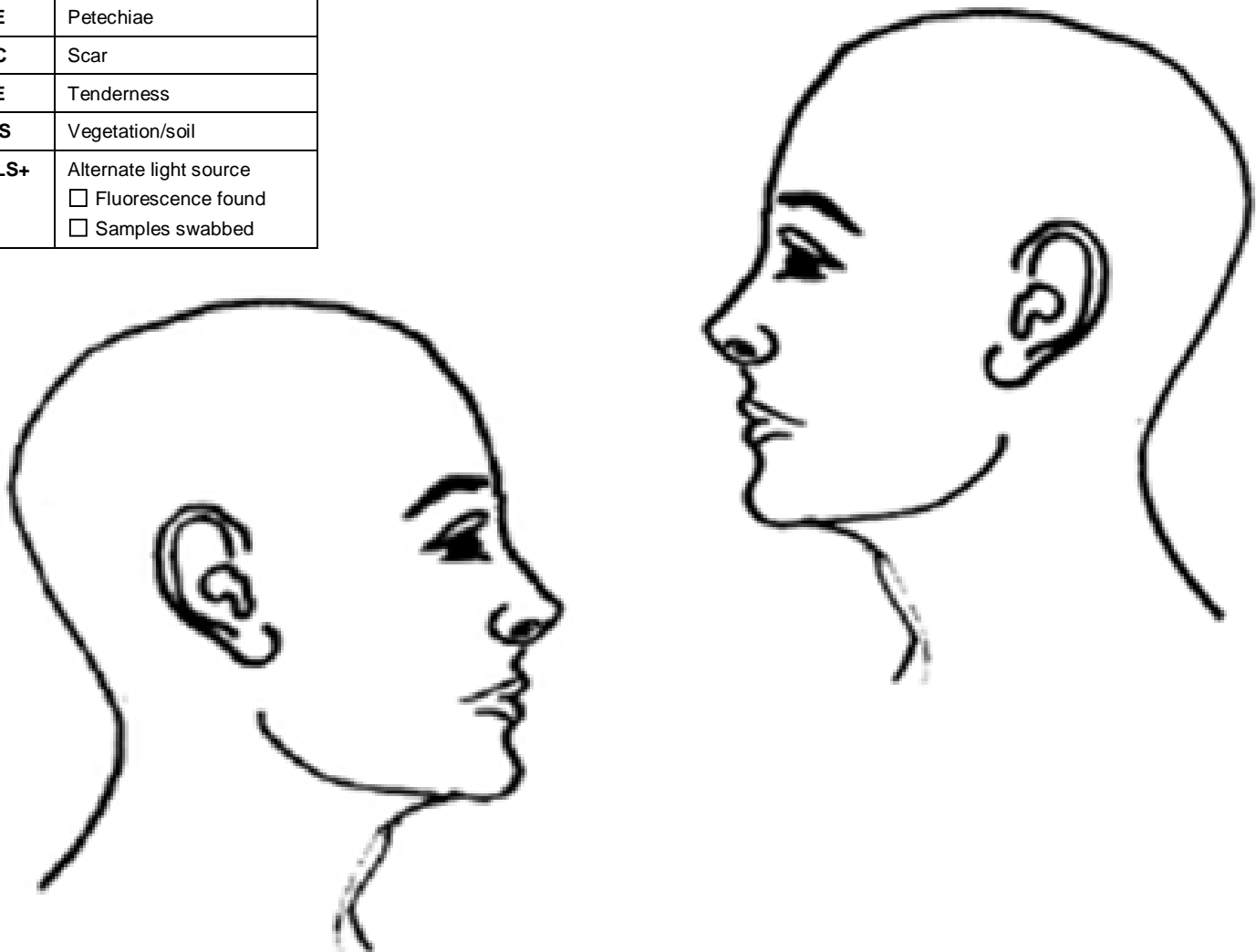


Examiner's Initials: _____

FEMALE/MALE - HEAD/NECK

LEGEND (Type of findings)	
AB	Abrasion
BM	Bite mark
BR	Bruise
BU	Burn
DE	Debris, Foreign body
F/H	Fiber/Hair
IW	Incised wound
LA	Laceration
OF	Other finding (describe)
I	Other injury (describe)
PE	Petechiae
SC	Scar
TE	Tenderness
V/S	Vegetation/soil
ALS+	Alternate light source <input type="checkbox"/> Fluorescence found <input type="checkbox"/> Samples swabbed

Notes: <input type="checkbox"/> No injuries noted

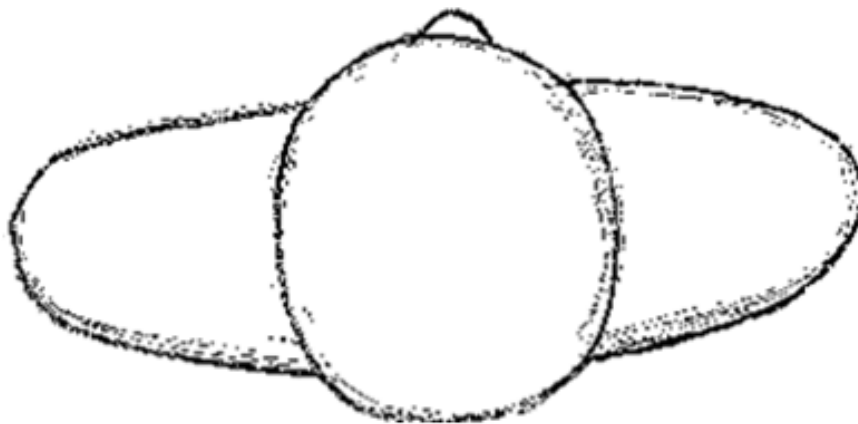


Examiner's Initials: _____

FEMALE/MALE - HEAD/NECK

LEGEND (Type of findings)	
AB	Abrasion
BM	Bite mark
BR	Bruise
BU	Burn
DE	Debris, Foreign body
F/H	Fiber/Hair
IW	Incised wound
LA	Laceration
OF	Other finding (describe)
I	Other injury (describe)
PE	Petechiae
SC	Scar
TE	Tenderness
V/S	Vegetation/soil
ALS+	Alternate light source <input type="checkbox"/> Fluorescence found <input type="checkbox"/> Samples swabbed

Notes: <input type="checkbox"/> No injuries noted



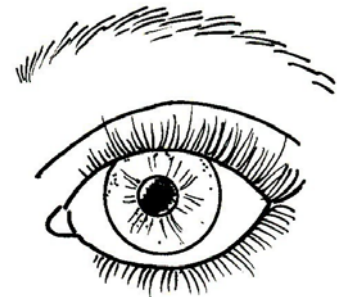
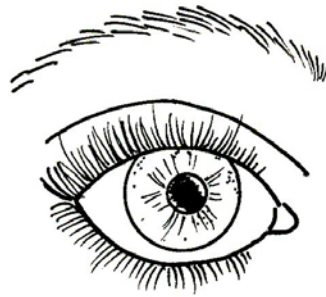
Examiner's Initials: _____

FEMALE/MALE – LEFT EYE

RIGHT SUBCONJUNCTIVA

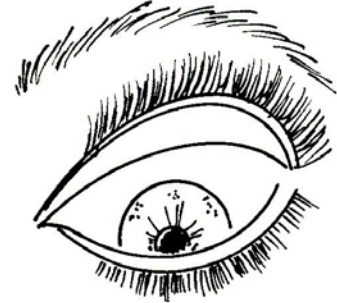
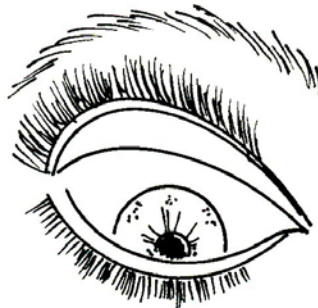
LEFT SUBCONJUNCTIVA

LEGEND (Type of findings)	
AB	Abrasion
BM	Bite mark
BR	Bruise
BU	Burn
DE	Debris, Foreign body
F/H	Fiber/Hair
IW	Incised wound
LA	Laceration
OF	Other finding (describe)
OI	Other injury (describe)
PE	Petechiae
SC	Scar
TE	Tenderness
V/S	Vegetation/soil
ALS+	Alternate light source <input type="checkbox"/> Fluorescence found <input type="checkbox"/> Samples swabbed



RIGHT INNER EYELID

LEFT INNER EYELID



RIGHT EYELID

LEFT EYELID

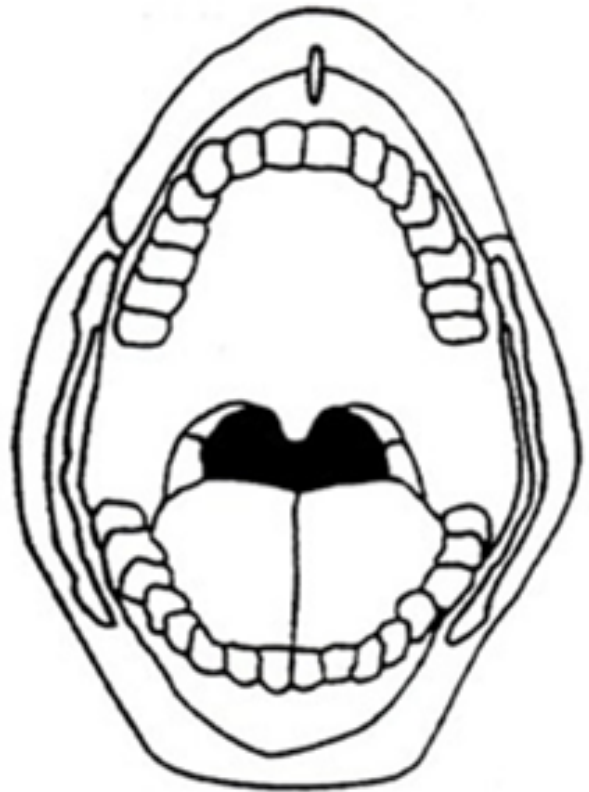
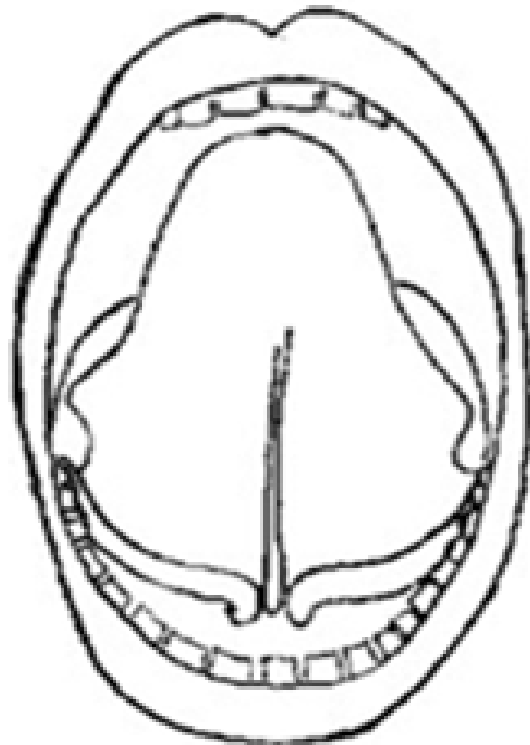


Notes: No injuries noted

FEMALE/MALE – MOUTH

LEGEND (Type of findings)	
AB	Abrasion
BM	Bite mark
BR	Bruise
BU	Burn
DE	Debris, Foreign body
F/H	Fiber/Hair
IW	Incised wound
LA	Laceration
OF	Other finding (describe)
OI	Other injury (describe)
PE	Petechiae
SC	Scar
TE	Tenderness
V/S	Vegetation/soil
ALS+	Alternate light source <input type="checkbox"/> Fluorescence found <input type="checkbox"/> Samples swabbed

Notes: <input type="checkbox"/> No injuries noted

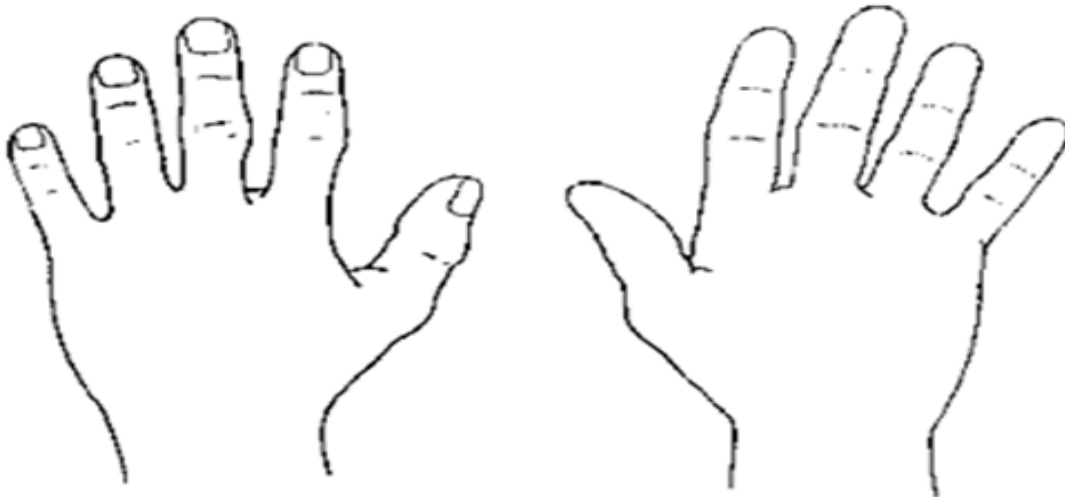
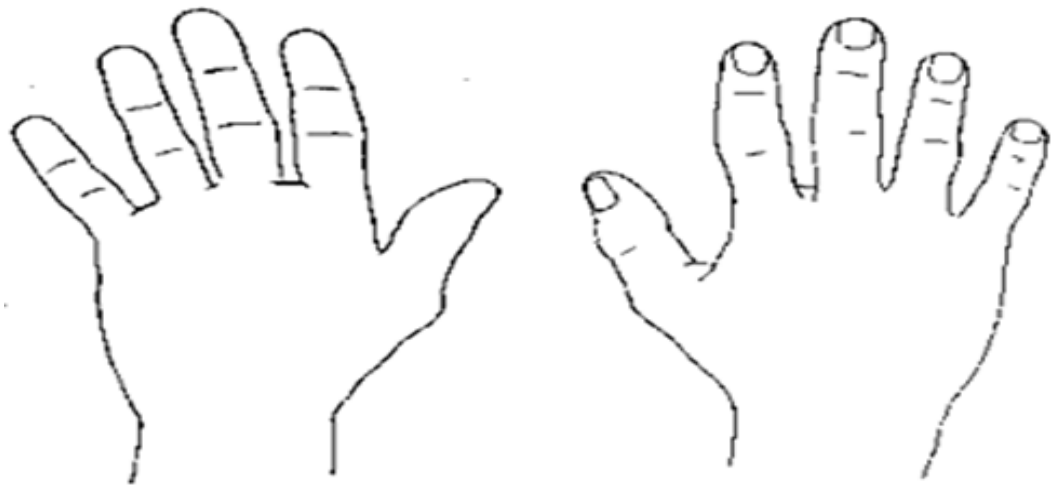


Examiner's Initials: _____

FEMALE/MALE – HANDS

LEGEND (Type of findings)	
AB	Abrasion
BM	Bite mark
BR	Bruise
BU	Burn
DE	Debris, Foreign body
F/H	Fiber/Hair
IW	Incised wound
LA	Laceration
OF	Other finding (describe)
OI	Other injury (describe)
PE	Petechiae
SC	Scar
TE	Tenderness
V/S	Vegetation/soil
ALS+	Alternate light source <input type="checkbox"/> Fluorescence found <input type="checkbox"/> Samples swabbed

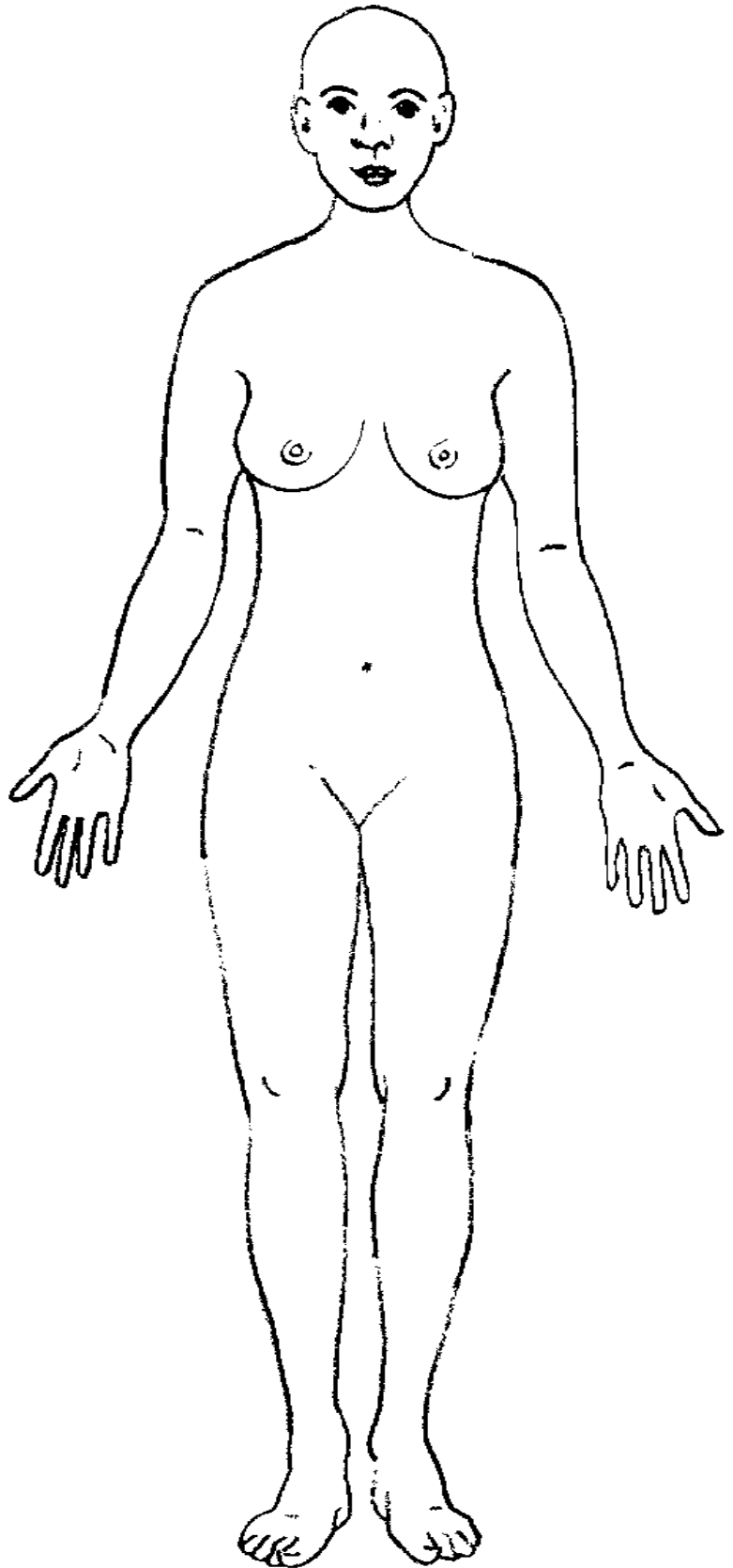
Notes: <input type="checkbox"/> No injuries noted



Examiner's Initials: _____

FEMALE - ANTERIOR VIEW

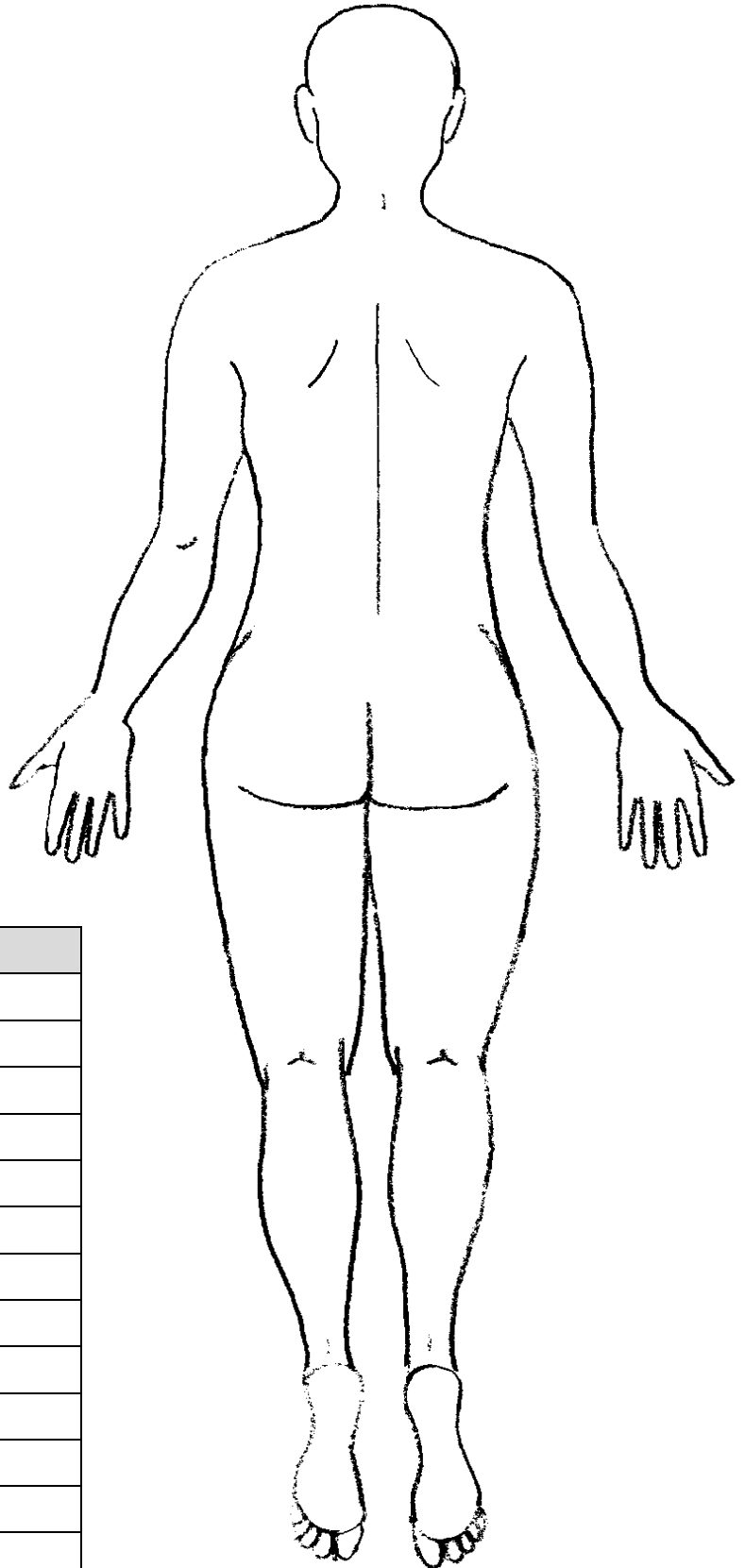
LEGEND (Type of findings)	
AB	Abrasion
BM	Bite mark
BR	Bruise
BU	Burn
DE	Debris, Foreign body
F/H	Fiber/Hair
IW	Incised wound
LA	Laceration
OF	Other finding (describe)
OI	Other injury (describe)
PE	Petechiae
SC	Scar
TE	Tenderness
V/S	Vegetation/soil
ALS+	Alternate light source <input type="checkbox"/> Fluorescence found <input type="checkbox"/> Samples swabbed



Notes:	<input type="checkbox"/> No injuries noted

FEMALE - POSTERIOR VIEW

LEGEND (Type of findings)	
AB	Abrasion
BM	Bite mark
BR	Bruise
BU	Burn
DE	Debris, Foreign body
F/H	Fiber/Hair
IW	Incised wound
LA	Laceration
OF	Other finding (describe)
OI	Other injury (describe)
PE	Petechiae
SC	Scar
TE	Tenderness
V/S	Vegetation/soil
ALS+	Alternate light source
	<input type="checkbox"/> Fluorescence found
	<input type="checkbox"/> Samples swabbed

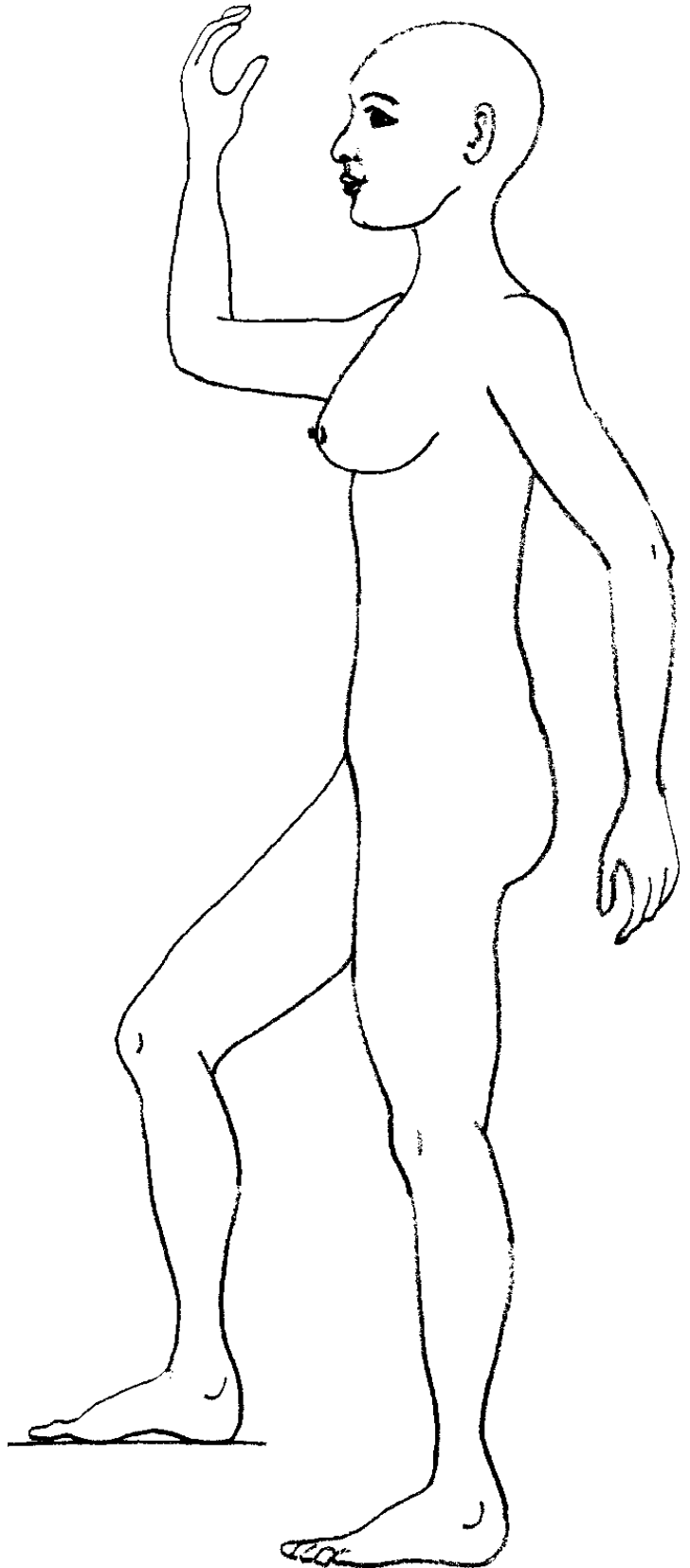


Notes: <input type="checkbox"/> No injuries noted

Examiner's Initials: _____

FEMALE - LATERAL VIEW (LEFT)

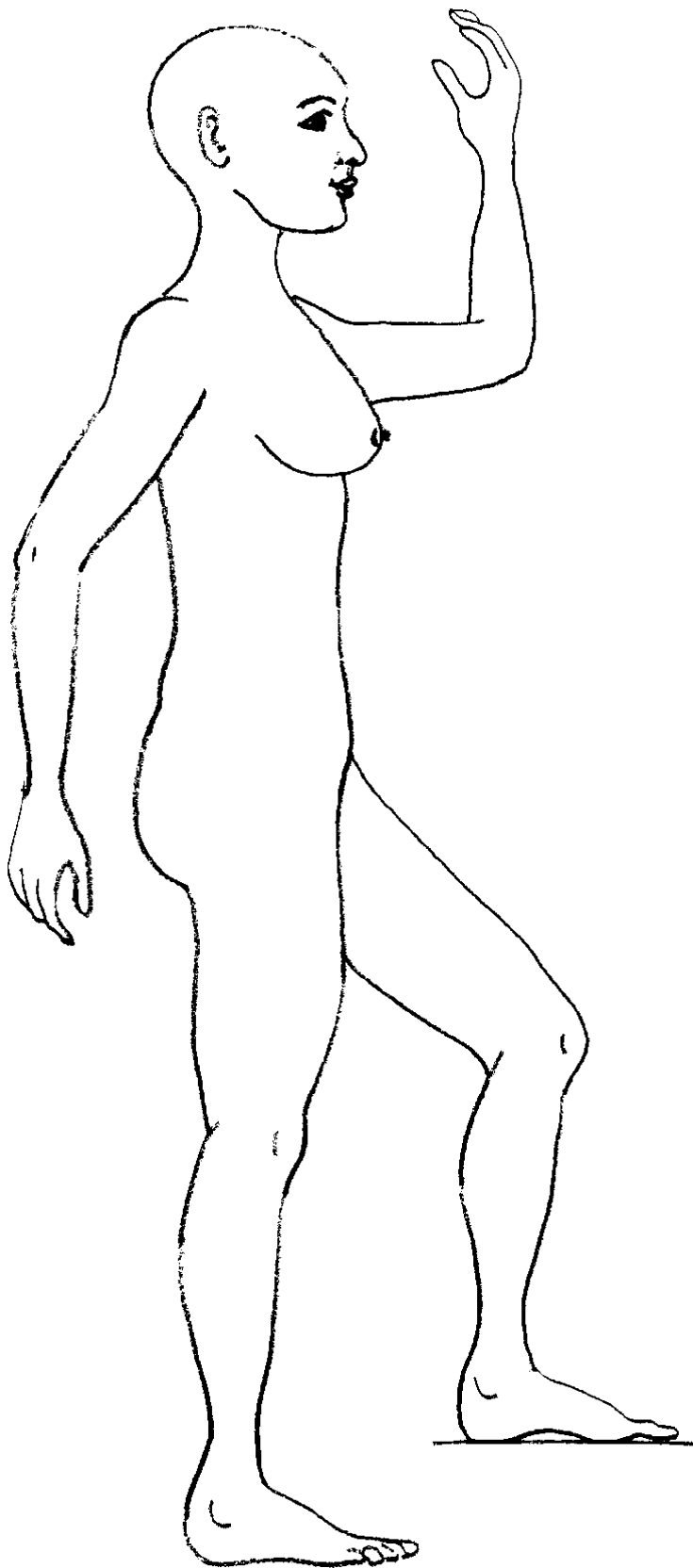
LEGEND (Type of findings)	
AB	Abrasion
BM	Bite mark
BR	Bruise
BU	Burn
DE	Debris, Foreign body
F/H	Fiber/Hair
IW	Incised wound
LA	Laceration
OF	Other finding (describe)
OI	Other injury (describe)
PE	Petechiae
SC	Scar
TE	Tenderness
V/S	Vegetation/soil
ALS+	Alternate light source
	<input type="checkbox"/> Fluorescence found
	<input type="checkbox"/> Samples swabbed



Notes:
<input type="checkbox"/> No injuries noted

FEMALE - LATERAL VIEW (RIGHT)

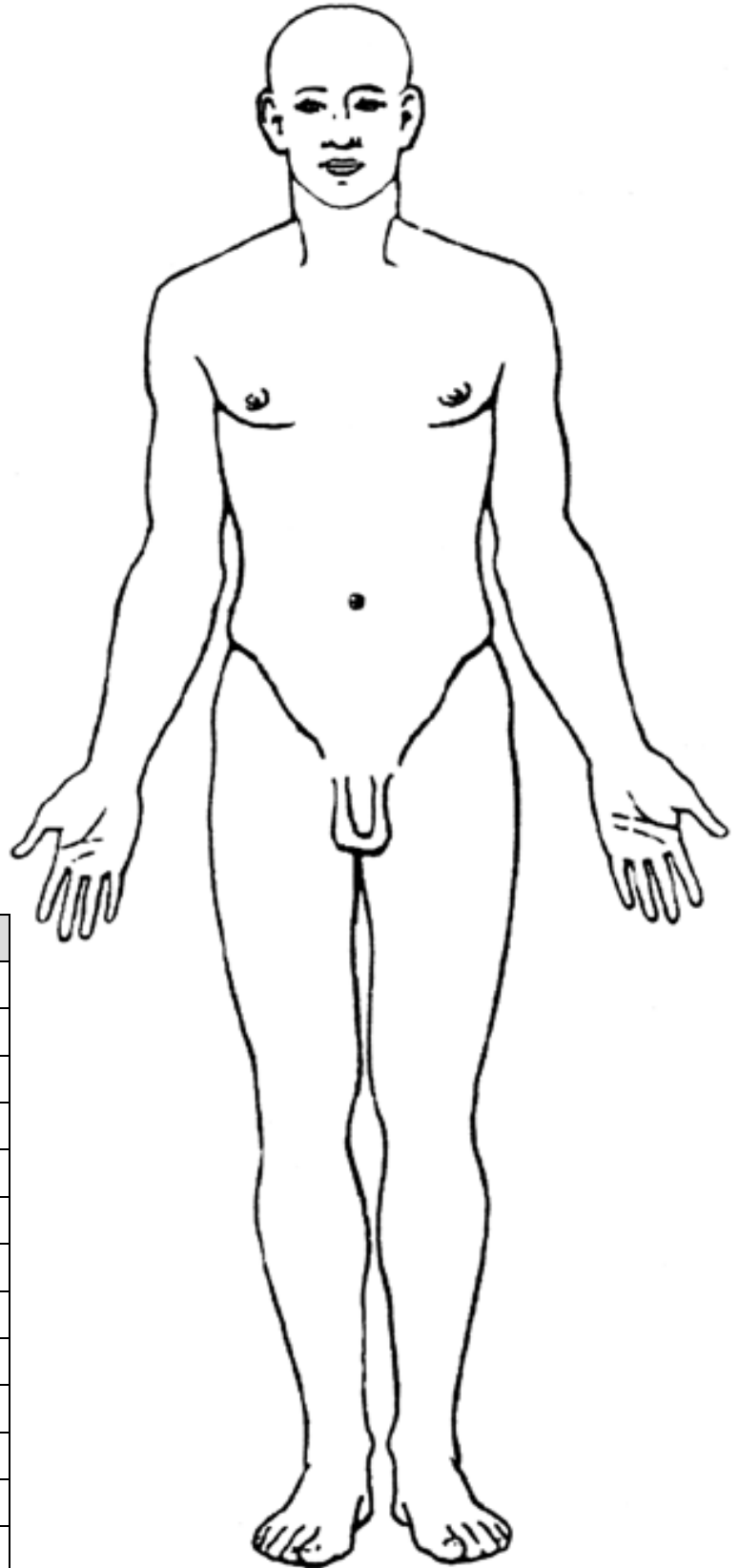
LEGEND (Type of findings)	
AB	Abrasion
BM	Bite mark
BR	Bruise
BU	Burn
DE	Debris, Foreign body
F/H	Fiber/Hair
IW	Incised wound
LA	Laceration
OF	Other finding (describe)
OI	Other injury (describe)
PE	Petechiae
SC	Scar
TE	Tenderness
V/S	Vegetation/soil
ALS+	Alternate light source <input type="checkbox"/> Fluorescence found <input type="checkbox"/> Samples swabbed



Notes: <input type="checkbox"/> No injuries noted

MALE - ANTERIOR VIEW

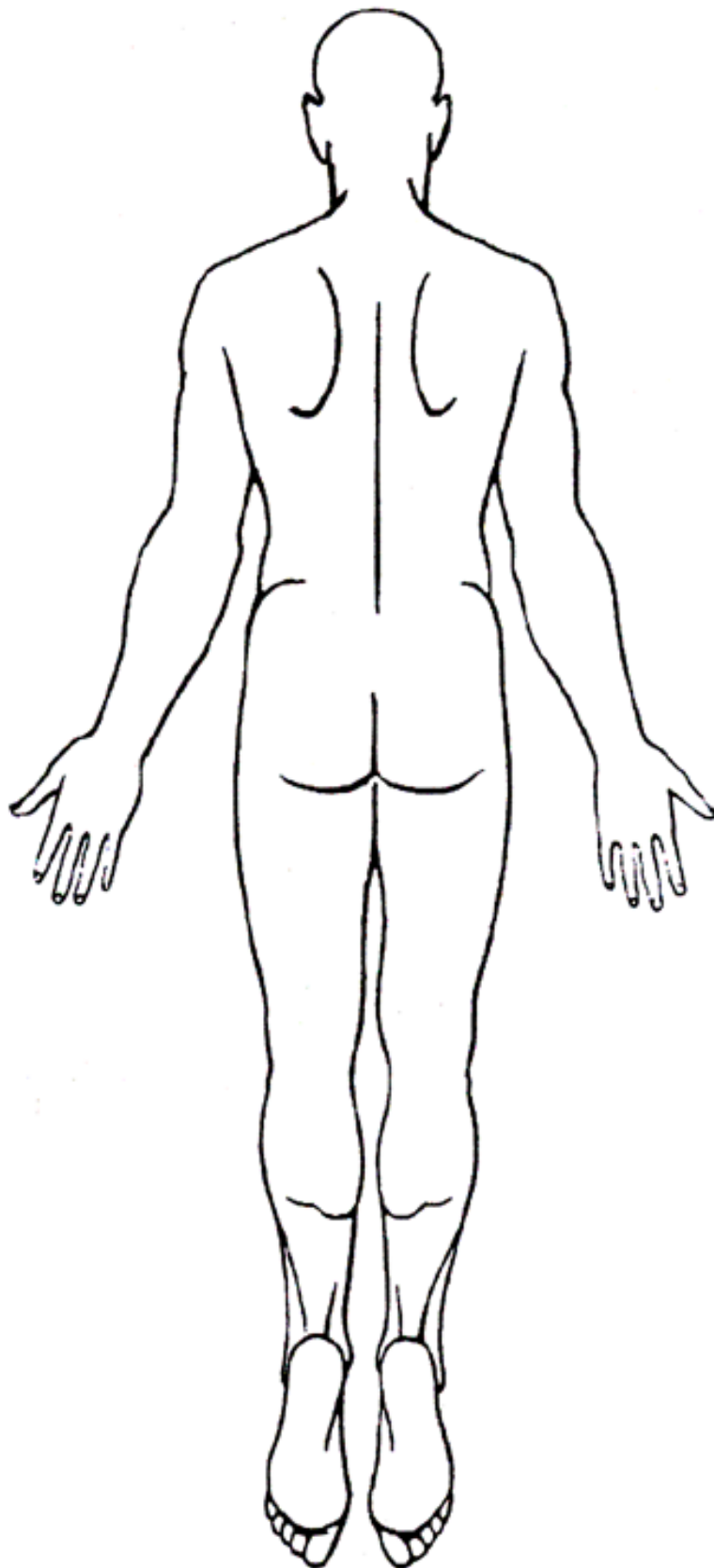
LEGEND (Type of findings)	
AB	Abrasion
BM	Bite mark
BR	Bruise
BU	Burn
DE	Debris, Foreign body
F/H	Fiber/Hair
IW	Incised wound
LA	Laceration
OF	Other finding (describe)
OI	Other injury (describe)
PE	Petechiae
SC	Scar
TE	Tenderness
V/S	Vegetation/soil
ALS+	Alternate light source <input type="checkbox"/> Fluorescence found <input type="checkbox"/> Samples swabbed



Notes: <input type="checkbox"/> No injuries noted

MALE -POSTERIOR VIEW

LEGEND (Type of findings)	
AB	Abrasion
BM	Bite mark
BR	Bruise
BU	Burn
DE	Debris, Foreign body
F/H	Fiber/Hair
IW	Incised wound
LA	Laceration
OF	Other finding (describe)
OI	Other injury (describe)
PE	Petechiae
SC	Scar
TE	Tenderness
V/S	Vegetation/soil
ALS+	Alternate light source <input type="checkbox"/> Fluorescence found <input type="checkbox"/> Samples swabbed



Notes: <input type="checkbox"/> No injuries noted

MALE - LATERAL VIEW (LEFT)

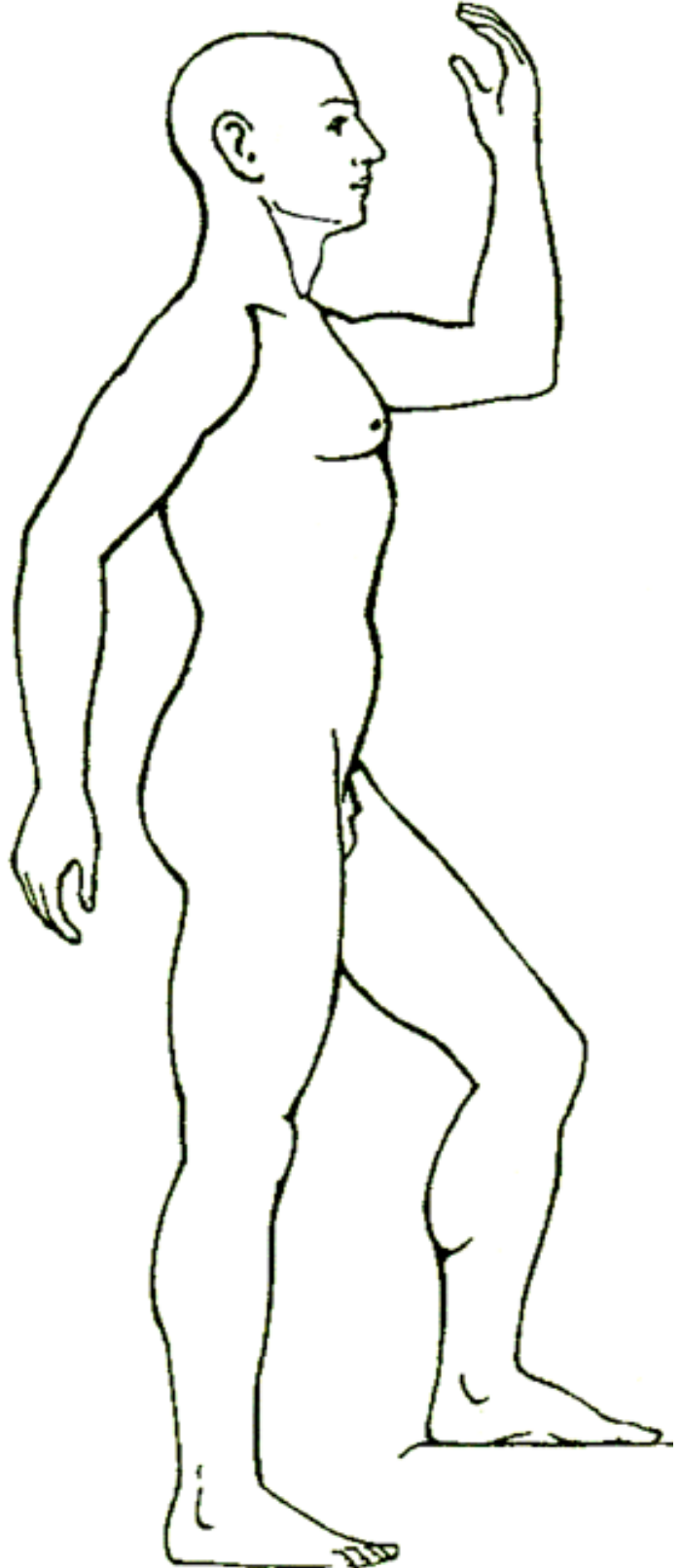
LEGEND (Type of findings)	
AB	Abrasion
BM	Bite mark
BR	Bruise
BU	Burn
DE	Debris, Foreign body
F/H	Fiber/Hair
IW	Incised wound
LA	Laceration
OF	Other finding (describe)
OI	Other injury (describe)
PE	Petechiae
SC	Scar
TE	Tenderness
V/S	Vegetation/soil
ALS+	Alternate light source
	<input type="checkbox"/> Fluorescence found
	<input type="checkbox"/> Samples swabbed

Notes: <input type="checkbox"/> No injuries noted	



MALE - LATERAL VIEW (RIGHT)

LEGEND (Type of findings)	
AB	Abrasion
BM	Bite mark
BR	Bruise
BU	Burn
DE	Debris, Foreign body
F/H	Fiber/Hair
IW	Incised wound
LA	Laceration
OF	Other finding (describe)
OI	Other injury (describe)
PE	Petechiae
SC	Scar
TE	Tenderness
V/S	Vegetation/soil
ALS+	Alternate light source
	<input type="checkbox"/> Fluorescence found
	<input type="checkbox"/> Samples swabbed



Notes:
<input type="checkbox"/> No injuries noted

Examiner's Initials: _____

ANOGENITAL FINDINGS - FEMALE			
Exam Method	<input type="checkbox"/> Direct Visualization	<input type="checkbox"/> Colposcope	<input type="checkbox"/> Other Magnification _____
Exam Positions/Methods	Separation	Traction	
Lithotomy	<input type="checkbox"/>	<input type="checkbox"/>	
Knee Chest	<input type="checkbox"/>	<input type="checkbox"/>	
Lateral Recumbant	<input type="checkbox"/>	<input type="checkbox"/>	
Was TBD used? <input type="checkbox"/> No <input type="checkbox"/> Yes If yes, was there positive uptake? <input type="checkbox"/> No <input type="checkbox"/> Yes Was speculum exam completed? <input type="checkbox"/> Not indicated <input type="checkbox"/> Yes <input type="checkbox"/> No If no, explain: _____ Was a colposcope used? <input type="checkbox"/> Not indicated <input type="checkbox"/> Yes <input type="checkbox"/> No If no, explain: _____ Was an anoscope exam completed? <input type="checkbox"/> Not indicated <input type="checkbox"/> Yes <input type="checkbox"/> No If no, explain: _____ Lubricant used: <input type="checkbox"/> Surgilube <input type="checkbox"/> 2% Lidocaine Jelly <input type="checkbox"/> Triad <input type="checkbox"/> Other: _____ Were photographs taken? <input type="checkbox"/> Yes <input type="checkbox"/> No If no, explain: _____ Did the victim complain of pain or experience pain during the exam? <input type="checkbox"/> No <input type="checkbox"/> Yes If yes, describe _____			

ANATOMICAL SITE:	WNL	ABN	Not Examined	See Diagram	DESCRIBE:
Inner thighs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Inguinal adenopathy	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Mons Pubis	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Labia Majora	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Labia Majora/Minora Junction	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Labia Minora	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Clitoral Hood	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Clitoris	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Perihymenal tissues (urethra/vestibule)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Hymen	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Fossa Navicularis	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Posterior Forchette	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Perineum	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Vagina (if visualized)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Cervix (if visualized)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Anus	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Rectum (if visualized)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Discharge noted	<input type="checkbox"/>	<input type="checkbox"/>	If abnormal, indicate location <input type="checkbox"/> Vaginal <input type="checkbox"/> Cervical <input type="checkbox"/> Rectal		

Examiner's Initials: _____

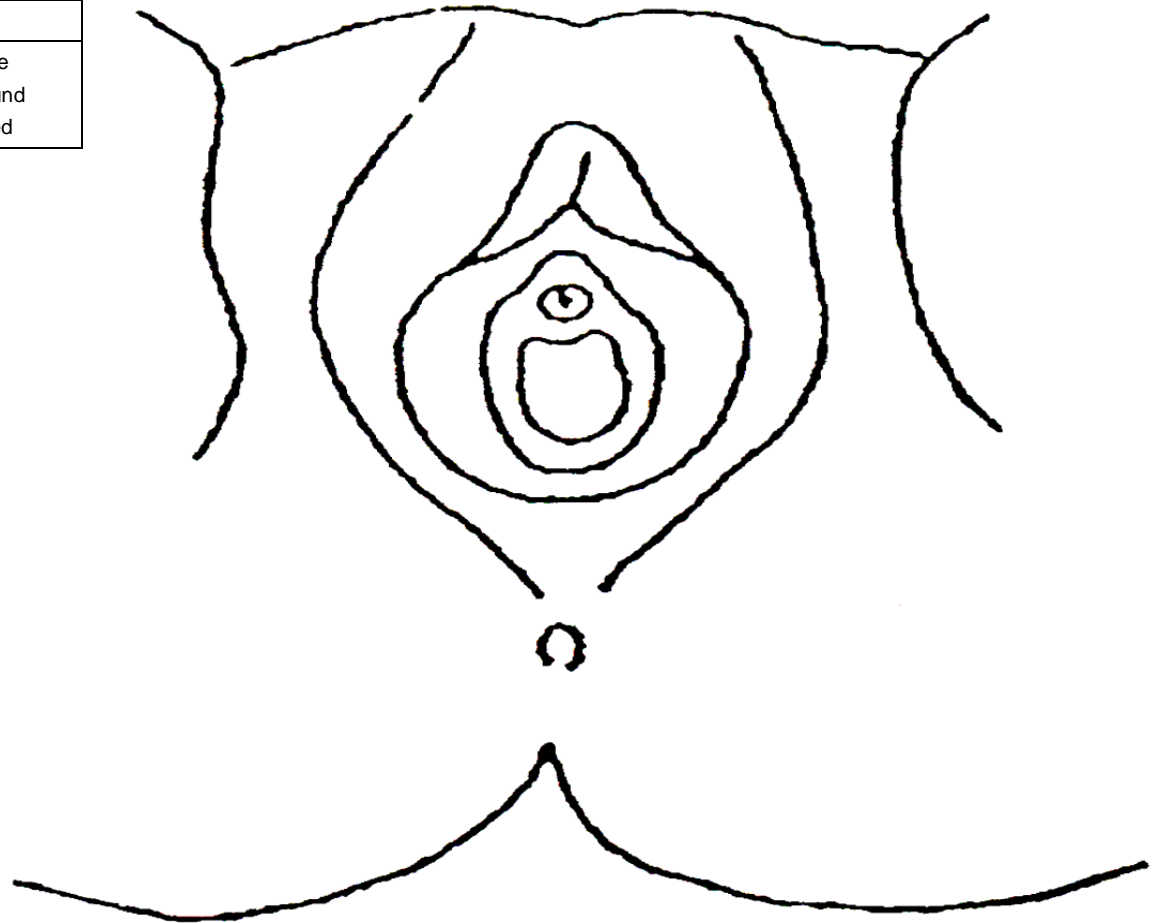
ANOGENITAL FINDINGS - MALE		
Exam Method	<input type="checkbox"/> Direct Visualization	<input type="checkbox"/> Colposcope
<input type="checkbox"/> Other Magnification _____		
Exam Positions/Methods	Separation	Traction
Supine	<input type="checkbox"/>	<input type="checkbox"/>
Knee Chest	<input type="checkbox"/>	<input type="checkbox"/>
Lateral	<input type="checkbox"/>	<input type="checkbox"/>
Was TBD used? <input type="checkbox"/> No <input type="checkbox"/> Yes If yes, was there positive uptake? <input type="checkbox"/> No <input type="checkbox"/> Yes Was a colposcope used? <input type="checkbox"/> Not indicated <input type="checkbox"/> Yes <input type="checkbox"/> No If no, explain: _____ Was an anoscope exam completed? <input type="checkbox"/> Not indicated <input type="checkbox"/> Yes <input type="checkbox"/> No If no, explain: _____ Lubricant used: <input type="checkbox"/> Surgilube <input type="checkbox"/> 2% Lidocaine Jelly <input type="checkbox"/> Triad <input type="checkbox"/> Other: _____ Were photographs taken? <input type="checkbox"/> Yes <input type="checkbox"/> No If no, explain: _____ Did the victim complain of pain or experience pain during the exam? <input type="checkbox"/> No <input type="checkbox"/> Yes If yes, describe _____		

ANATOMICAL SITE:	WNL	ABN	Not Examined	See Diagram	DESCRIBE:
Inner thighs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Inguinal adenopathy	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Mons Pubis	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Shaft of Penis	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Head of Penis	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Scrotum	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Perineum	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Anus	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Rectum (if visualized)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Discharge noted	<input type="checkbox"/>	<input type="checkbox"/>	If abnormal, indicate location <input type="checkbox"/> Rectal <input type="checkbox"/> Penile		

FEMALE GENITALIA (EXTERNAL)

LEGEND (Type of findings)	
AB	Abrasion
BM	Bite mark
BR	Bruise
BU	Burn
DE	Debris, Foreign body
F/H	Fiber/Hair
IW	Incised wound
LA	Laceration
OF	Other finding (describe)
OI	Other injury (describe)
PE	Petechiae
SC	Scar
TB+	Toluidine Blue uptake
TE	Tenderness
V/S	Vegetation/soil
ALS+	Alternate light source <input type="checkbox"/> Fluorescence found <input type="checkbox"/> Samples swabbed

Notes: <input type="checkbox"/> No remarkable findings

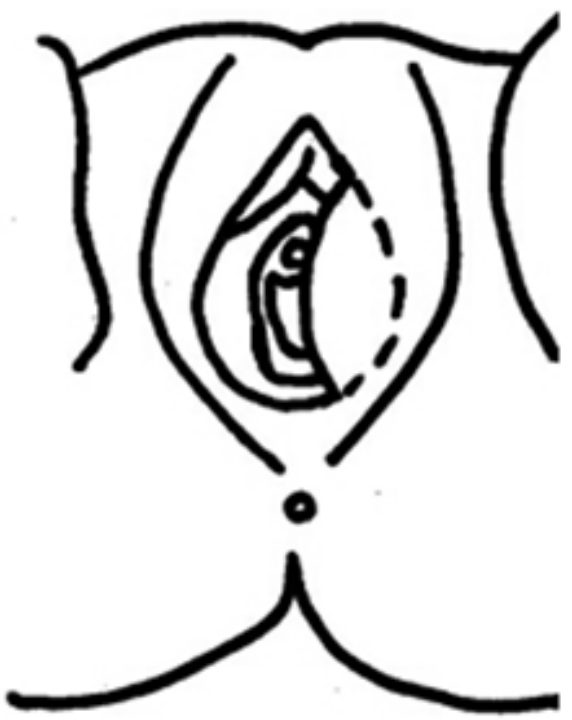


Examiner's Initials: _____

FEMALE GENITALIA (EXTERNAL)

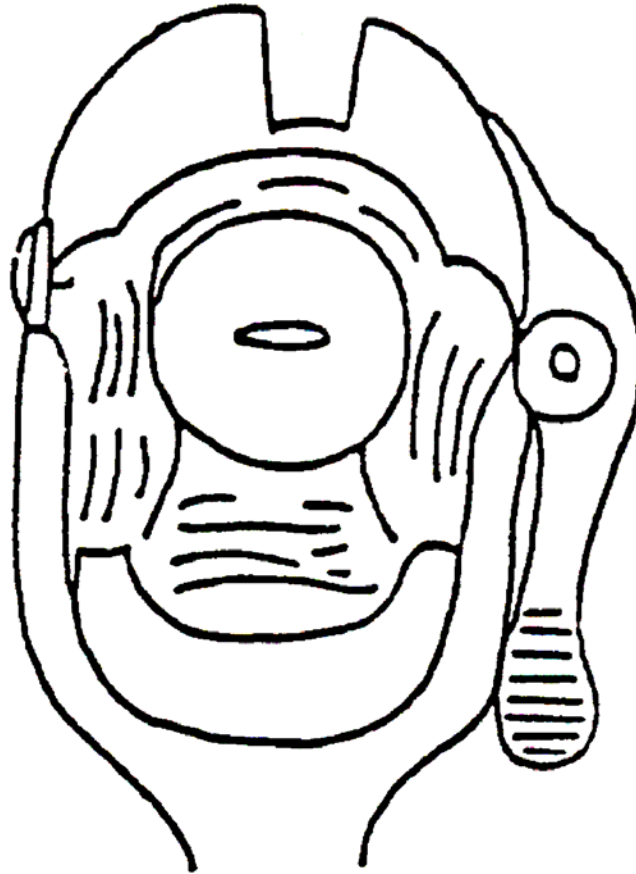
LEGEND (Type of findings)	
AB	Abrasion
BM	Bite mark
BR	Bruise
BU	Burn
DE	Debris, Foreign body
F/H	Fiber/Hair
IW	Incised wound
LA	Laceration
OF	Other finding (describe)
OI	Other injury (describe)
PE	Petechiae
SC	Scar
TB+	Toluidine Blue uptake
TE	Tenderness
V/S	Vegetation/soil
ALS+	Alternate light source <input type="checkbox"/> Fluorescence found <input type="checkbox"/> Samples swabbed

Notes: <input type="checkbox"/> No remarkable findings



FEMALE GENITALIA (INTERNAL)

LEGEND (Type of findings)	
AB	Abrasion
BM	Bite mark
BR	Bruise
BU	Burn
DE	Debris, Foreign body
F/H	Fiber/Hair
IW	Incised wound
LA	Laceration
OF	Other finding (describe)
OI	Other injury (describe)
PE	Petechiae
SC	Scar
TB+	Toluidine Blue uptake
TE	Tenderness
V/S	Vegetation/soil
ALS+	Alternate light source <input type="checkbox"/> Fluorescence found <input type="checkbox"/> Samples swabbed

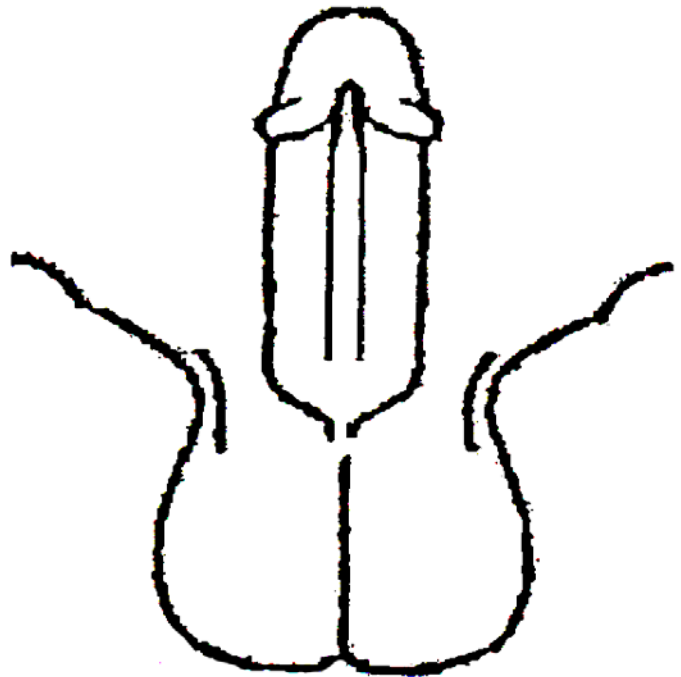
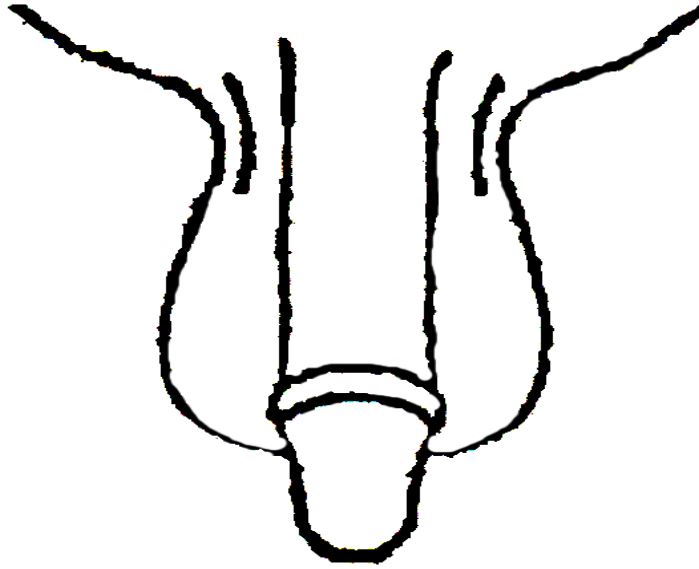


Notes: No remarkable findings

Examiner's Initials: _____

MALE GENITALIA (EXTERNAL)

LEGEND (Type of findings)	
AB	Abrasion
BM	Bite mark
BR	Bruise
BU	Burn
DE	Debris, Foreign body
F/H	Fiber/Hair
IW	Incised wound
LA	Laceration
OF	Other finding (describe)
OI	Other injury (describe)
PE	Petechiae
SC	Scar
TB+	Toluidine Blue uptake
TE	Tenderness
V/S	Vegetation/soil
ALS+	Alternate light source
	<input type="checkbox"/> Fluorescence found
	<input type="checkbox"/> Samples swabbed

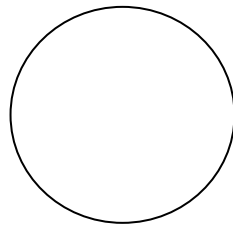


Notes:	<input type="checkbox"/> No remarkable findings
	Circumcised <input type="checkbox"/> Yes <input type="checkbox"/> No

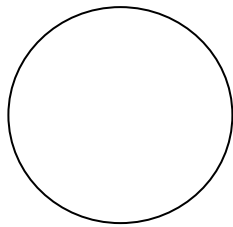
Examiner's Initials: _____

FEMALE/MALE - ANAL/RECTAL

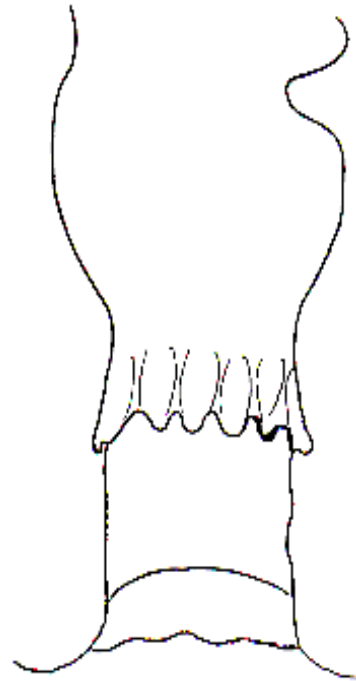
LEGEND (Type of findings)	
AB	Abrasion
BM	Bite mark
BR	Bruise
BU	Burn
DE	Debris, Foreign body
F/H	Fiber/Hair
IW	Incised wound
LA	Laceration
OF	Other finding (describe)
OI	Other injury (describe)
PE	Petechiae
SC	Scar
TB+	Toluidine Blue uptake
TE	Tenderness
V/S	Vegetation/soil
ALS+	Alternate light source
	<input type="checkbox"/> Fluorescence found
	<input type="checkbox"/> Samples swabbed



Rectum



Anal Canal



Notes: <input type="checkbox"/> No remarkable findings



Anus (external)

Examiner's Initials: _____

LABORATORY TESTING/SPECIMENS COLLECTED:

Blood sample collected? No Yes If yes, time completed _____
 ETOH Bedside Blood Glucose Hepatitis Panel HIV RPR HSV2
 Quant HCG Secondary LE sample

Urine sample collected? No Yes If yes, time completed _____
 UA HCG GC/CT Toxicology DFSA Toxicology Secondary LE sample Trichomoniasis

Swab samples collected? No Yes If yes, time completed _____

	Genital	Anal	Oral
GC	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
CT	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
HSV	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Swab samples collected No Yes
 Trichomoniasis No Yes

RESULTS OBTAINED AT TIME OF EXAM:

TEST	RESULTS		TEST	RESULTS	
ETOH		<input type="checkbox"/> NA	Bacterial Vaginosis	<input type="checkbox"/> Positive	<input type="checkbox"/> Negative
Blood Glucose		<input type="checkbox"/> NA	Trichomoniasis	<input type="checkbox"/> Positive	<input type="checkbox"/> Negative
Urine HCG	<input type="checkbox"/> Positive	<input type="checkbox"/> Negative	Yeast	<input type="checkbox"/> Positive	<input type="checkbox"/> Negative
Urinalysis	<input type="checkbox"/> Positive	<input type="checkbox"/> Negative	Gonorrhea	<input type="checkbox"/> Positive	<input type="checkbox"/> Negative
Sperm	<input type="checkbox"/> Positive (Motile/Non-motile)	<input type="checkbox"/> Negative	Chlamydia	<input type="checkbox"/> Positive	<input type="checkbox"/> Negative

Notes:

Kit Samples Collected	
Step 2 Underwear/briefs (worn at time of exam)	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Deferred
Step 3 Debris Collection	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Deferred
Step 4 Oral Swabs	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Deferred
Step 5 Reference Buccal [Cheek] Swabs	REQUIRED
Step 6 Fingernail Scrapings	
• Right Hand	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Deferred
• Left Hand	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Deferred
Step 7 Finger Swabs	
• Right Hand	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Deferred
• Left Hand	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Deferred
Step 8 Pubic Hair Combing	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Deferred
Step 9 Miscellaneous Swabs	
• Semen	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Deferred
• Saliva	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Deferred
• Blood	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Deferred
• Other	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Deferred
Step 10 External Genitalia / Anal Swabs	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Deferred
• <i>Female</i> Mons and outer aspect of labia majora	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Deferred <input type="checkbox"/> n/a
• <i>Female</i> Remainder of vulva	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Deferred <input type="checkbox"/> n/a
• <i>Male</i> Penis	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Deferred <input type="checkbox"/> n/a
• Perineum and anus	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Deferred
Step 13 Vaginal Swabs	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Deferred <input type="checkbox"/> n/a
Step 14 Cervical Swabs	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Deferred <input type="checkbox"/> n/a
Step 15 Rectal Swabs	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Deferred
ITEMS PLACED IN STORAGE:	
Date: _____ Time: <input type="checkbox"/> am <input type="checkbox"/> pm	
By: _____	Signature: _____

Additional Items Collected:

The following items are submitted to law enforcement/case officer separately and ARE NOT to be included in the kit.

Check all that apply

Shirt/T-shirt

Sweatshirt/Sweater

Pants/Jeans

Coat/Jacket

Bra

Underwear/briefs (carried into exam)

Other (describe): _____

None collected

Photos/Digital Media
(in kit only if anonymous report)

NOTES:

To Be Completed AND Retained by Law Enforcement

Law enforcement agencies are required to comply with AS 44.41.065. This law requires that they make reasonable efforts to notify you that your kit has been tested.

Specifically, this means that, if you choose, you will be notified by the law enforcement agency handling your case that your sexual assault evidence collection kit was tested by the Crime Lab. It is your right to know your kit has been tested.

I choose **not** to be notified by law enforcement that my sexual assault kit was tested _____.
Victim initials

OR

I want to be notified by law enforcement that my sexual assault kit was tested _____.
Victim initials

It is important for us to know the best way to reach you. Sometimes phone numbers change. So, we recommend notification by email. Email also may be more secure than voice mail. However, it is your choice as to how you would like to be notified.

I would like to be contacted by (please select one):

- Email: _____
- Phone: _____
It is okay to leave a voice mail on this number that my kit was tested Yes _____ No _____
- Text: _____
- Certified mail: _____

If the law enforcement agency is unable to reach me by the method I selected above, I request (authorize) them to contact the following person and notify them that my kit was tested:

- Name: _____
- Phone: _____

OR

I request (authorize), the law enforcement agency to contact the following victim service provider and notify them that my kit was tested: _____

_____ Victim Signature	_____ Guardian Signature, for minor victim	_____ Law Enforcement Signature
_____ Victim Name (Print)	_____ Guardian Name (Print)	_____ Law Enforcement Name (Print)
_____ Date	_____ Date	_____ Agency
		_____ Date