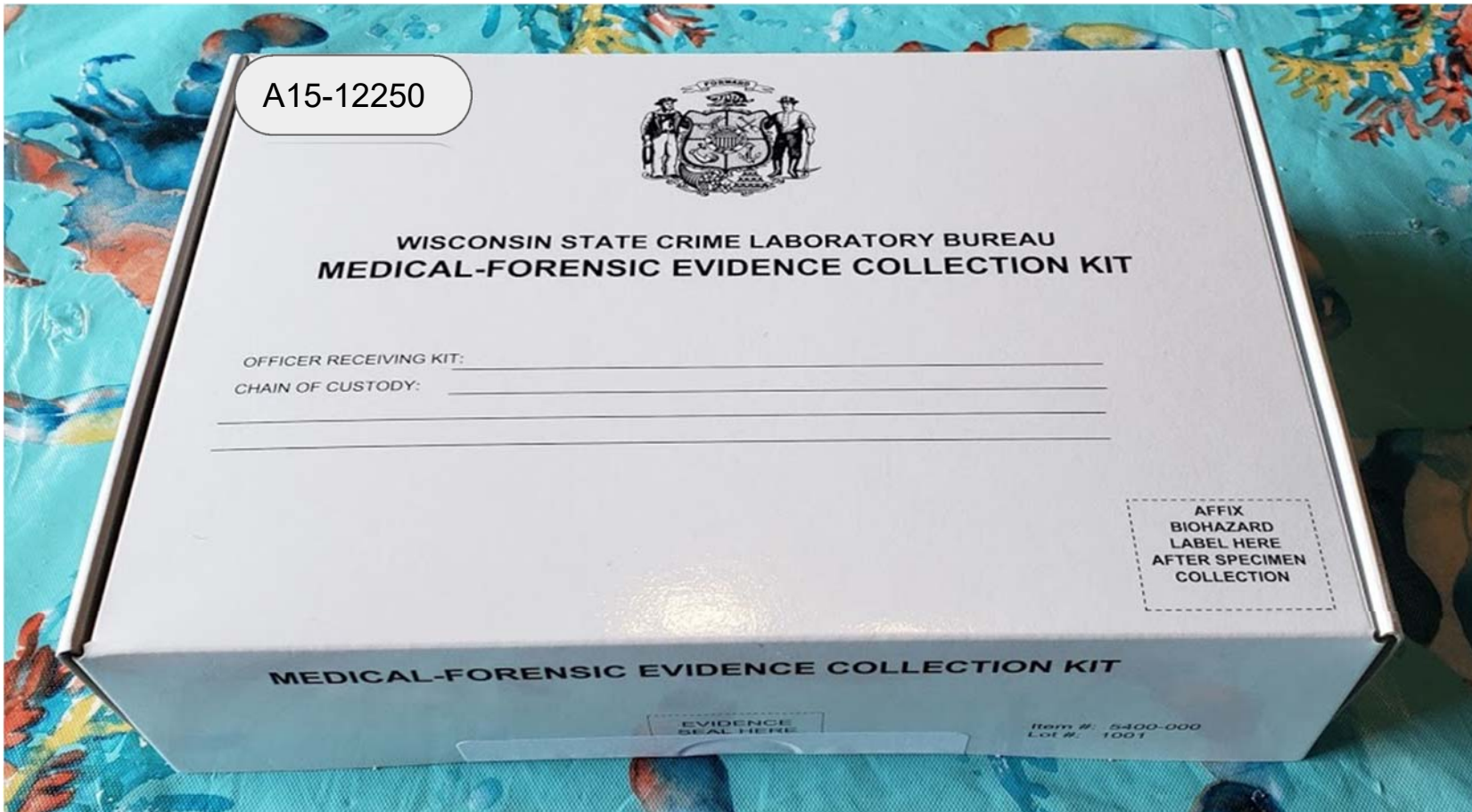


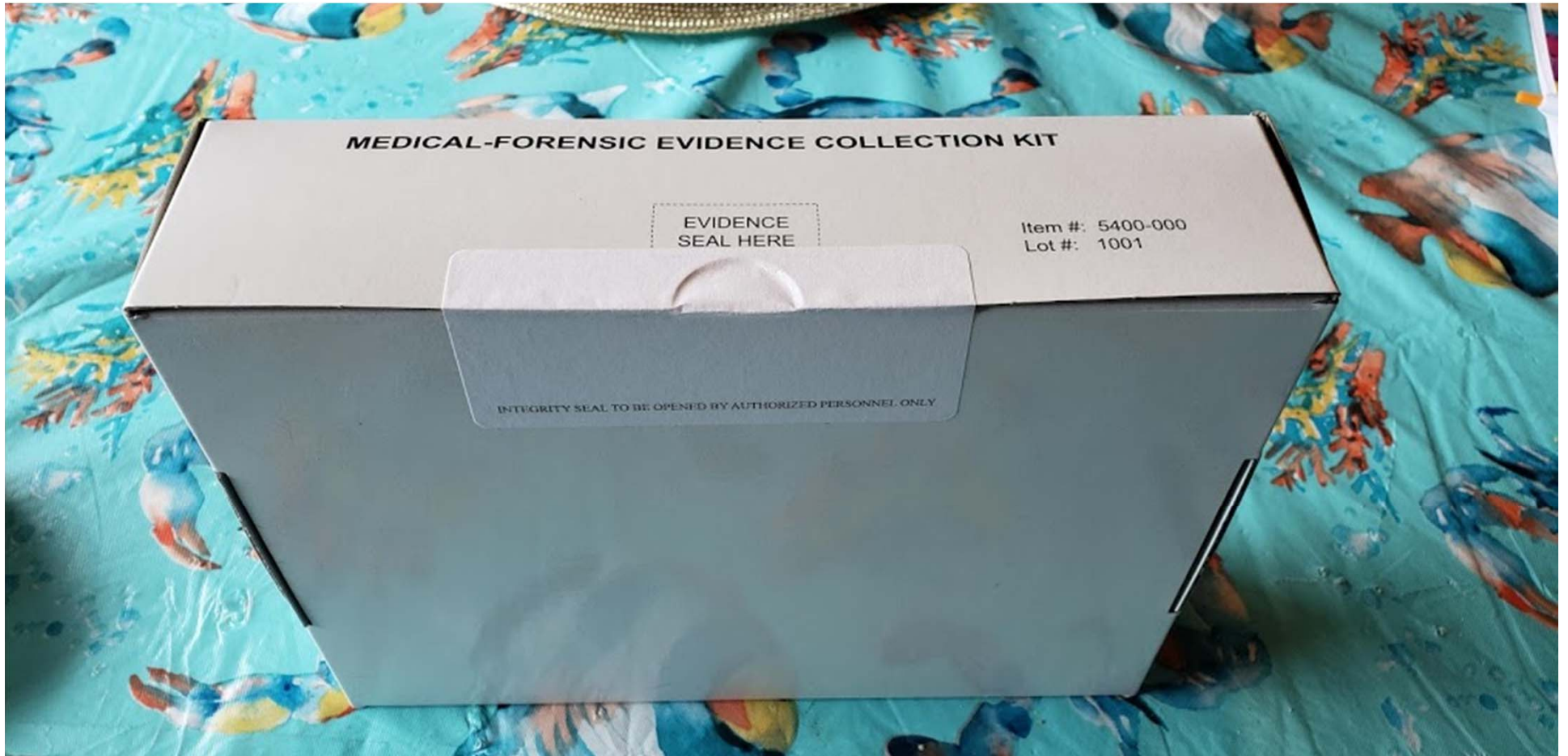
# WI Medical-Forensic Evidence Collection Kit

New in 2019

Every kit has a unique number on the front, upper left corner of box. You will reference this throughout the exam. This box is A15-12250



Like food, do not use box if seal has been broken.



# MEDICAL-FORENSIC EVIDENCE COLLECTION KIT

EVIDENCE  
SEAL HERE

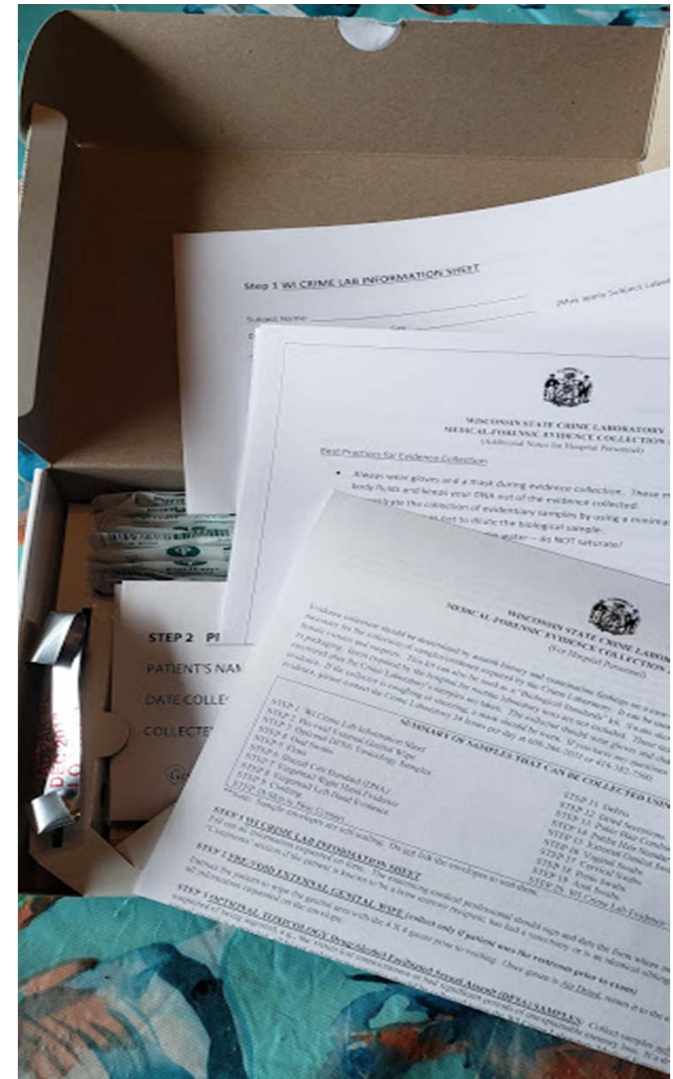
Item #: 5400-000  
Lot #: 1001

**STEP 2 PRE-VOID EXTERNAL GENITAL WIPES** (collect only if patient uses the restroom prior to exam)  
Instruct the patient to wipe the genital area with the 4-X 4 gauze prior to voiding. Once done in All-Dry, return it to the envelope. Seal and fill out all information requested on the envelope.

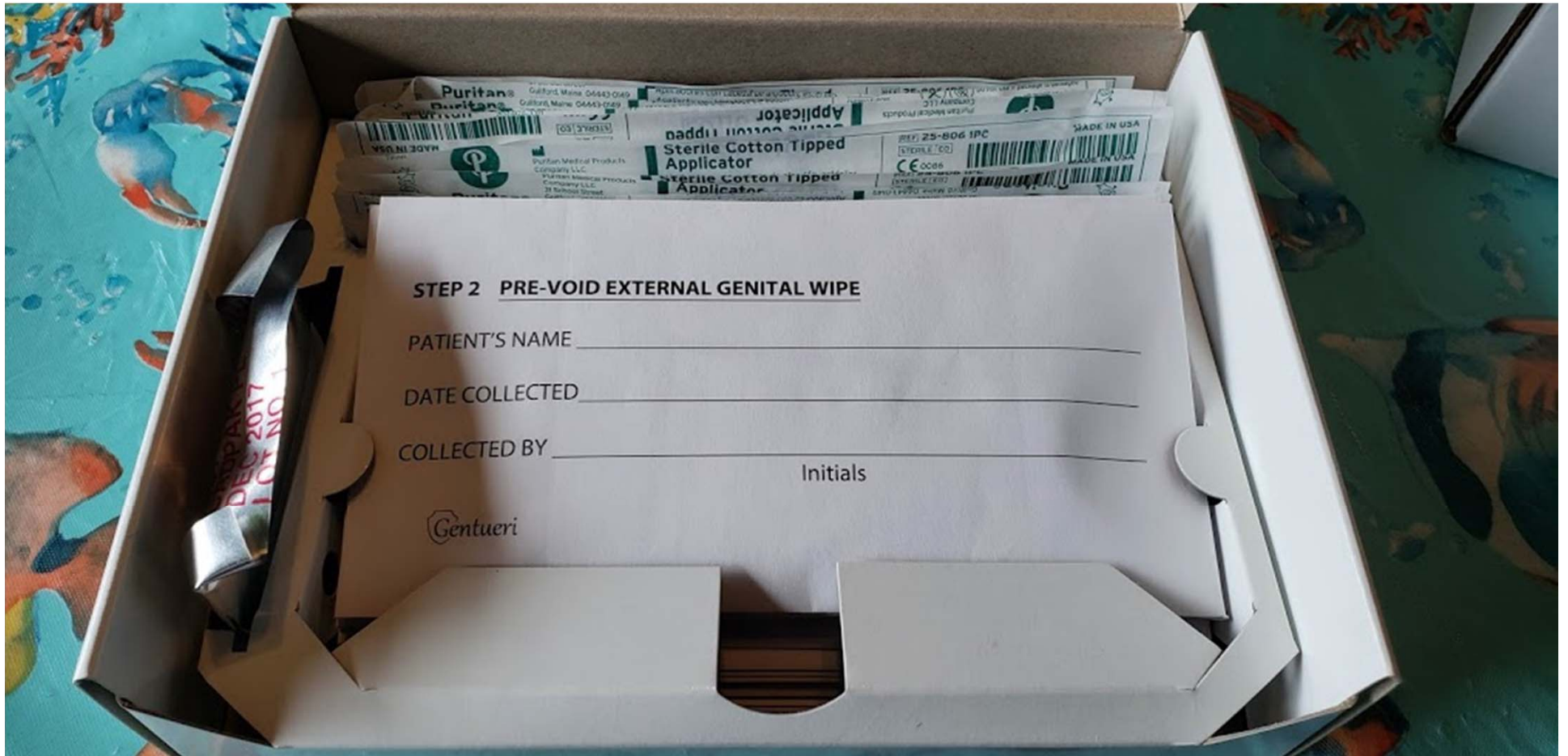
**STEP 3 OPTIONAL TOXICOLOGY DRUG/ALCOHOL FACILITATED SEXUAL ASSAULT (DFSA) SAMPLES:** Collect samples only if drugs/alcohol are suspected of being ingested, e.g., the victim lost consciousness or had significant periods of unexplainable memory loss. If a drug/alcohol facilitated sexual assault is suspected, all blood and/or urine samples should be collected using the W/4000-1 Laboratory Medical Forensic - DFA Kit for digital penetration.

Three pieces of paper in each box.

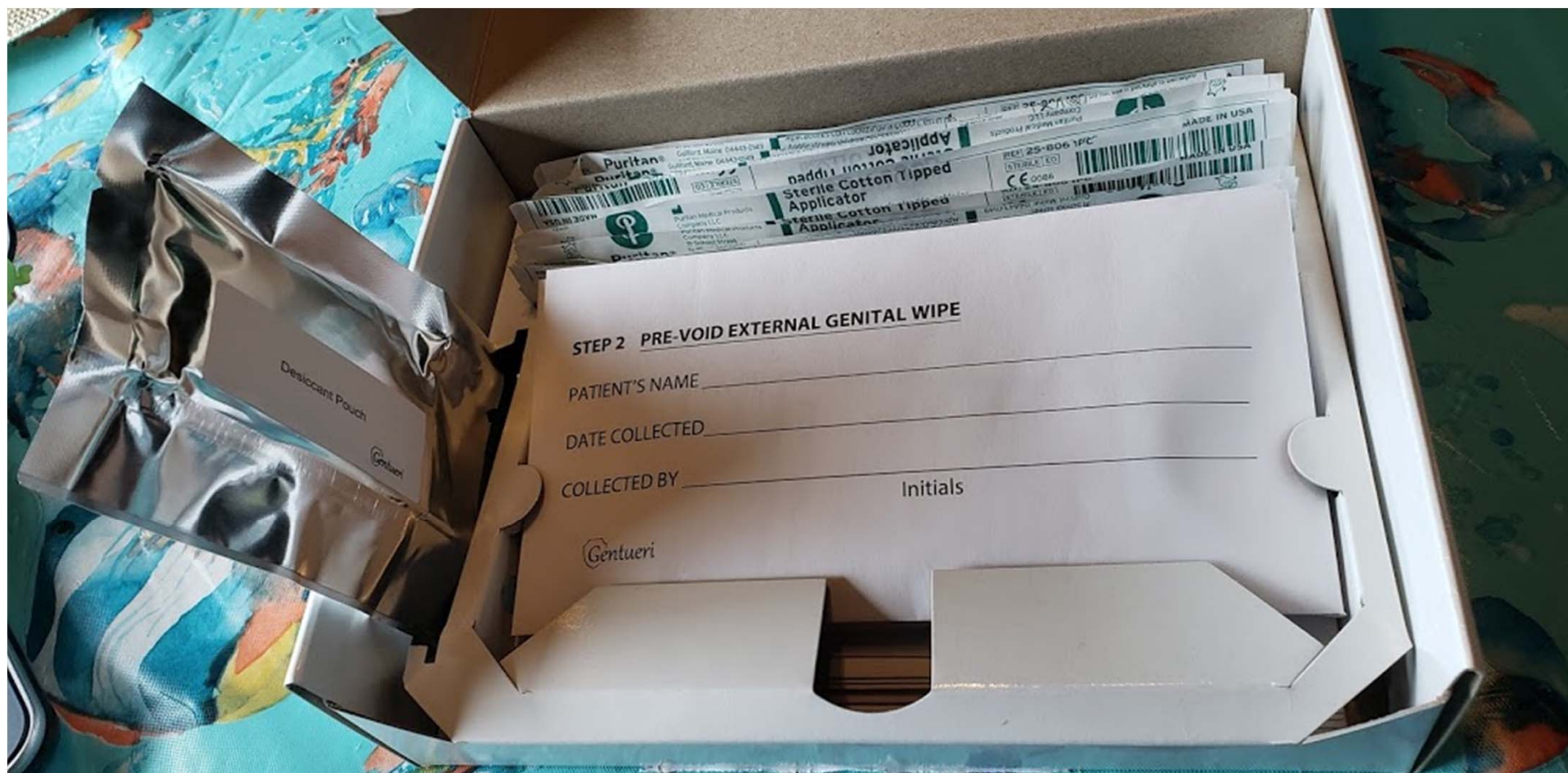
- 1) Kit Instructions
  - a) Use then discard
- 2) Additional Notes for Hospital Personnel
  - a) Review then discard
- 3) WI Crime Lab Information Sheet
  - a) Fill this out in detail, do not leave any fields blank!
  - b) Photocopy and maintain copy for PAVSA SANE Program records. Leave copy in SANE cart.
  - c) Return original with kit.



Kit contents: Silver pouch dessicant pack. Stack of envelopes. 22 packages of swabs.



Silver desiccant pouch unfolded (on left)



Front





Back

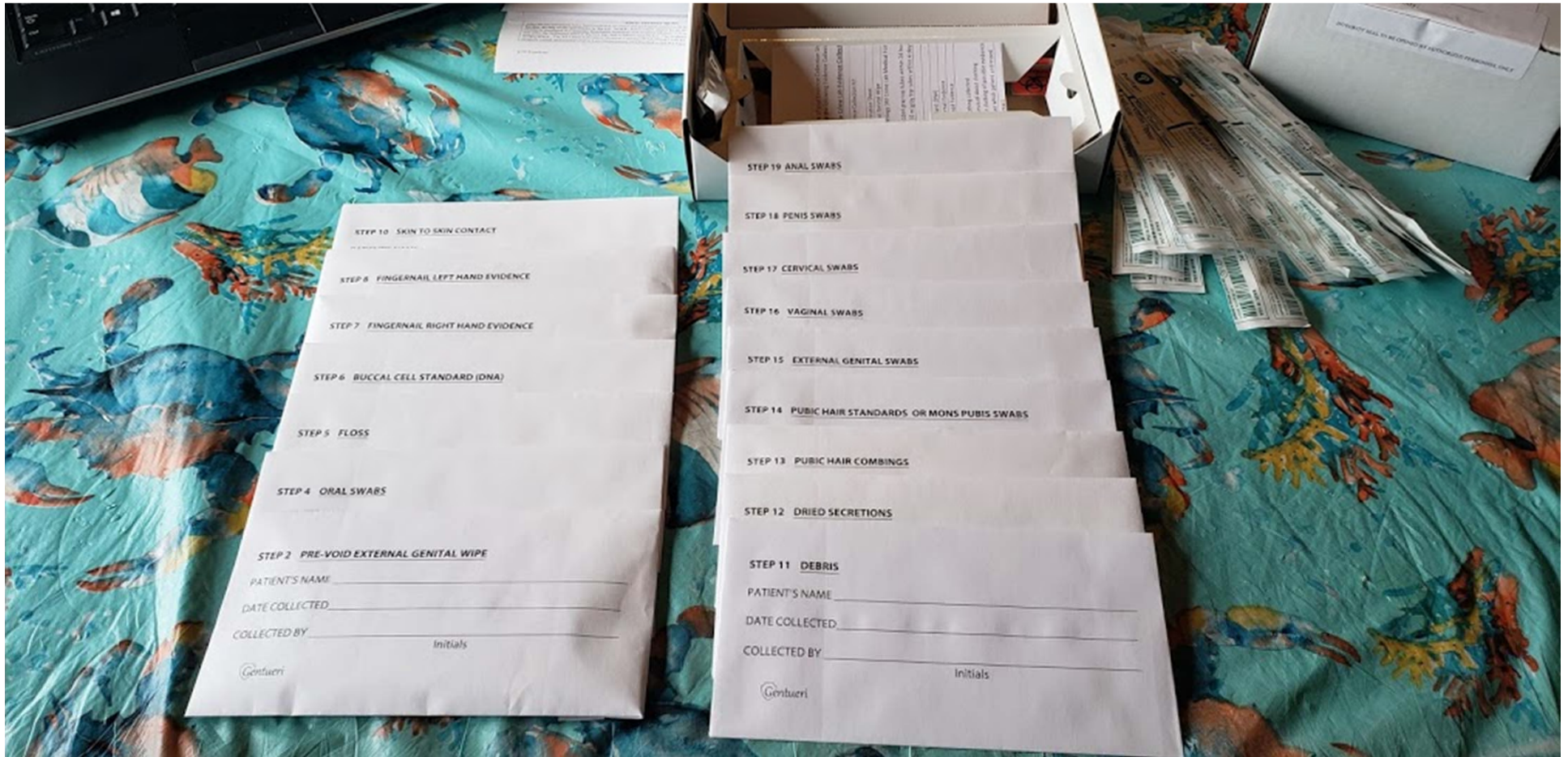


MIL-PRF-131K  
CLASS 1  
CADILLAC PRODUCTS  
PACKAGING COMPANY  
CADPAK PL  
DEC 2017  
LOT NO. 1

Just another picture with swabs propped up



All of the included envelopes. Please see "[Medical Forensic Collection and DFSA kit revision highlights 3-2019](#)" document for changes to kit (next 3 slides)



The following bullet points are highlights of revisions made to the **Medical-Forensic Evidence Collection Kit**, and the newly offered **Medical-Forensic DFSA (Drug Facilitated Sexual Assault) Kit**. Both kits will be available at no charge to health care.

Kits are ordered through the WI Dept. of Administration, Document Sales and Distribution Center Website: <https://docsales.wi.gov>. The Doc Sales part/stock numbers for both kits are as follows:

- Medical-Forensic Evidence Collection Kit-**1205-15D**
- Medical-Forensic DFSA Blood/Urine Kit-**1207D**

Revision changes to the Medical Forensic Evidence Collection Kit:

- **Outer box of kit is smaller.** [It still will accommodate a pair of underwear for an adult non-reporting patient after swabs and unused envelopes are removed.]
- **Smears will no longer be prepared during the exam.** [The kits will no longer include glass slides used for smear prep due to workflow and process changes at the Crime Lab.]
- **Most of the DNA-free swabs are provided within the kit in bulk--not within each envelope.** [This allows for easier production of the kits by the manufacturer as they won't have to add/package all swabs inside of the envelopes. Note: the tapered-swabs used for the fingernail evidence will still be pre-loaded within the envelopes, as will the dental floss, pre-void wipe, and pubic hair comb and paper for the pubic comings sample.]
- **Swab boxes are no longer present in the kit.** [This change was made as many SANEs and DNA analysts felt the boxes were not user-friendly. The instructions will continue to advocate the best practice: to air dry the swabs. After drying, return the swabs to the original swab package and then into the kit envelopes. Swabs that are packaged wet can cause molding and DNA



- instructions have been edited for the use of the new medical forensic DFSA kit vs. the WI State Lab of Hygiene OWI kit for blood/urine Toxicology specimen collection.
- **Edited distilled water to sterile water for use in moistening swabs** (as approved by the DNA Technical Unit Leader)
- **Edited to collection with “two moistened swabs”** (where appropriate vs. one moistened followed by one dry swab recovery, as approved by the DNA Technical Unit Leader)
- **A note was added at the Final Instructions Section-to separately package those items (i.e. tampon) that cannot be dried in a separate breathable container and properly labeled**
- **Note specific collection instruction changes to the cervical swab collection**
- **Added blanks on form to note if patient is bleeding due to menstruation or injury.**

**\*\*Note:** The revised Medical Forensic Evidence Collection Kit will be replacing the current kit **once its stock has been depleted.**

The new Medical-Forensic DFSA Kit:

- Medical Forensic Crime Lab DFSA kit was designed to be more applicable for the use in sexual assault evidence collection vs. the OWI kit used in past practice.
- **4 gray top 10 ml tubes are provided (2 for blood/2 for urine) in each kit.**
- The instruction form in the DFSA kit will contain the collection information blanks pertaining to these samples. The collection information on this form is critical to document for the Toxicology Unit of the Crime Lab.

Step 20 WI Crime Lab Evidence Collection Sheet/Inventory form.  
Located in kit box under swab envelopes.

\*Do not fill this out.

\*Throw this away.

\*Instead, print a copy of your “SANE Exam Report  
Form” from FeMR and place entire report in kit.

Screenshot next slide

\*Do this for ALL kits (even restricted, non-report,  
undecided). Kit will not be opened if not reported  
To law enforcement.

STEP 2 - PRE-VOID EXTERNAL GENITAL WIPE

PATIENT'S NAME \_\_\_\_\_

Please include a copy of your Evidence Collection Sheet/Inventory with this form. If you do not have one, please complete the following Evidence Collection Sheet/Inventory.

STEP 20 - Wisconsin Crime Lab Evidence Collection Sheet/Inventory

Medical Forensic Evidence Collection # & Description	Collected	Not Collected
STEP 1. Crime Lab Information Sheet		
STEP 2. Pre-void External Genital Wipe		
STEP 3. Question Toxicology (WI Crime Lab Medical Forensic OFSAC collection)		
• Urine - Two 30ml gray top tubes within 24 hours of ingestion		
• Urine - Two 10ml gray top tubes within 4 days of ingestion		
STEP 4. Oral Swabs		
STEP 5. Feces		
STEP 6. Rectal Cell Strainings (RCS)		
STEP 7. Right Hand Fingerprint Evidence		
STEP 8. Left Hand Fingerprint Evidence		
STEP 9. Clothing		
• List pieces of clothing collected		
• Note anything unusual about clothing		
• Note location on clothing of possible evidence		
• Collect sheet over which patient undressed		
STEP 10. Swab Package Contents		
STEP 11. Debris		
STEP 12. Oral Swabs		
• Note location where swabs obtained		
STEP 13. Public Hair Combing		
STEP 14. Public Hair Swabs (Oral or Mass Pubes Swabs)		
STEP 15. External Genital Swabs		
STEP 16. Vaginal Swabs		
STEP 17. Cervical Swabs		
STEP 18. Penis Swabs		
STEP 19. Anal Swabs		
Other Evidence Collected		

Medical Professional's Name (Please Print) \_\_\_\_\_

Medical Professional's Signature: \_\_\_\_\_ Date/Time: \_\_\_\_\_

3/2019 revision

1

**Assault / Assaults**

Description of Assault    Pre-Assault History    Post-Assault History    Assault Related History    Acts Described by Patient

**WI Assault Forms**

WI SAFE Fund    WI Report/Non-Report    WI Transmittal

**Physical Exam / Diagrams**

Physical Exam Overview

**Evidence / Follow Up**

Authorization for Payment

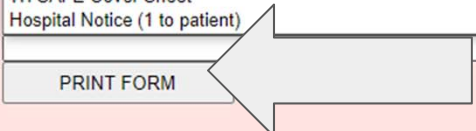
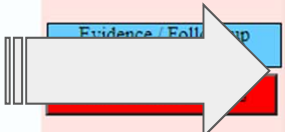
SANE Exam

PRINT

EXIT OPTIONS

FeMR HOME    SEND TO PEER    SEND TO PEER HOT

- Restricted Reporting
- Authorization for Release (1 to patient, IF standard report then 1 copy to medical records)
- Chain of Evidence (1 to stay with physical evidence)
- Consent for evaluation (2: 1 to patient, 1 to medical record)
- Emergency Contraception consent @Essentia Health (2: 1 to patient, 1 to medical records)
- Essentia Health Chain of Evidence (1 to stay with physical evidence)
- Maltreatment (Minor or Vulnerable Adult) Form
- SANE Discharge instructions (2: 1 to patient, 1 to medical record)
- SANE Exam Report Form (1 to swab kit)**
- SANE exam/auth for payment (1 to medical records)
- SANE Exam Payment
- ECP STI Handout (1 to patient)
- WI Kit Options
- WI Transmittal
- WI SAFE Cover Sheet
- Hospital Notice (1 to patient)



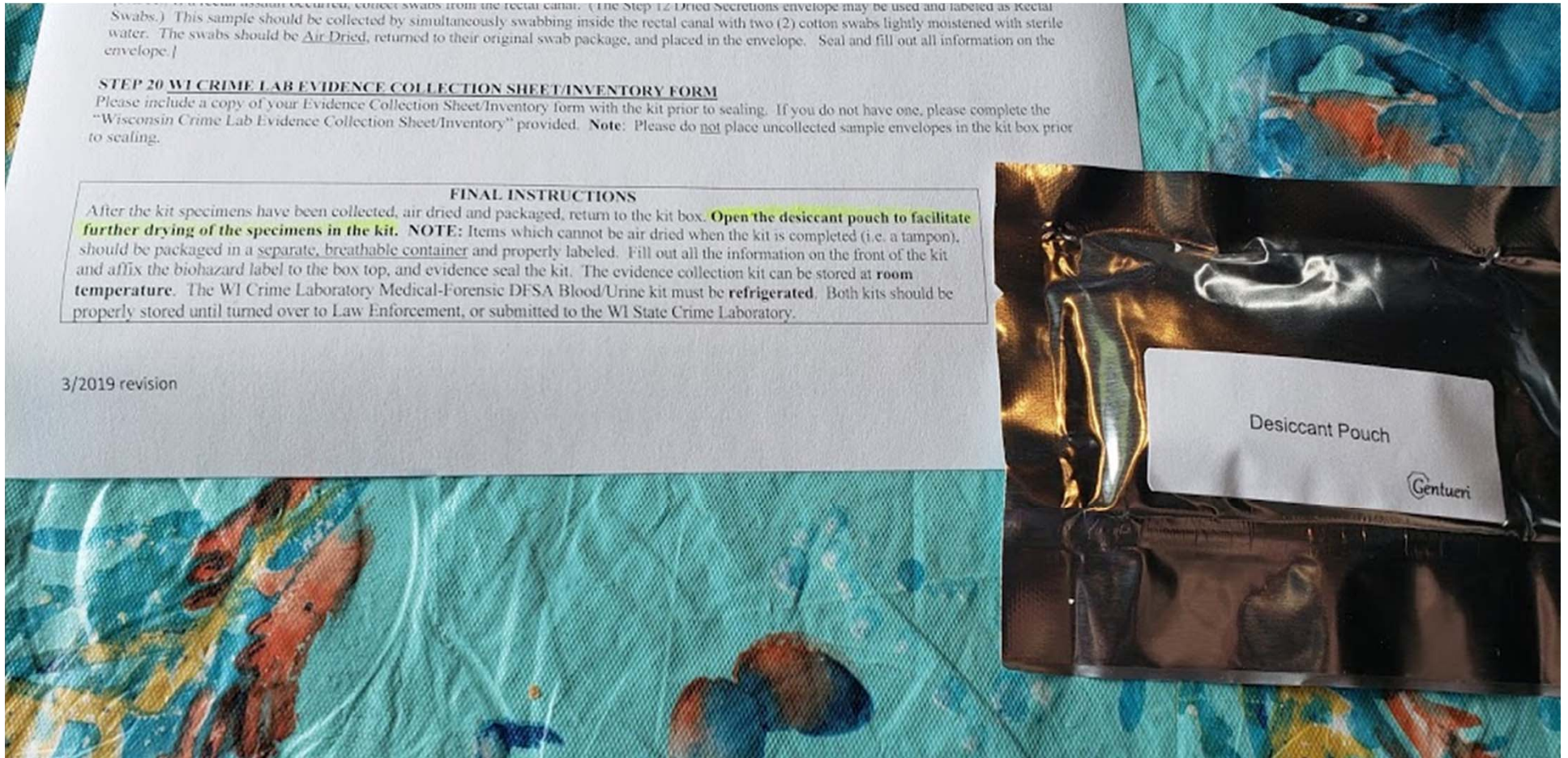
Alisha Blazevic RN



Evidence seal and biohazard sticker are in the bottom of the box.



As noted on kit instruction sheet: Open the desiccant pouch to facilitate further drying of the specimens in the kit.



# BOX SECURITY SEAL

Date: 7-6-20 Initials: AB

784

MEDICAL-FORENSIC EVIDENCE COLLECTION KIT

EVIDENCE  
SEAL HERE

Item #: 5400-000  
Lot #: 1001

**BOX SECURITY SEAL**  
Date: 7-6-20 Initials: AB  
INTEGRITY SEAL TO BE OPENED BY AUTHORIZED PERSONNEL ONLY

Ok to write ICR on front of kit. However, unique number will identify kit whether it is a standard report or an undecided report.

