DNA Submission Form

Revision: 3.0

Johnson County Sheriff's Office Criminalistics Laboratory
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Whenever any evidence is submitted on a standard Submission Sheet with a Biology exam request, this form must be *fully completed*. Additionally, the standard Submission Sheet *must include* a case synopsis describing any relevant details.
Your evidence will not be accepted for analysis without fully completed forms.

Investigating Agency: _____ Agency Case #: _____

Lab Case #

1. What type of biological sample(s) are being submitted (select all that apply)?

- ☐ blood
- ☐ semen
- ☐ perspiration (examples: clothing, hats, gloves)
- ☐ saliva (gum, cigarette butts, bottles/cans)
- ☐ other bodily fluid (vaginal secretions, urine, feces, etc.)
- ☐ known DNA (if checked, please indicate: ☐ Suspect ☐ Victim ☐ Elimination)
- ☐ touch surface(s) (items or swabs from items that may have been touched or handled by perpetrator)

2. Has a known DNA sample been collected from the suspect and submitted to the JCCL? ☐ Yes ☐ No ☐ Suspect Unknown

The DNA sample collected from arrestees at the jail is used by the KBI and is not accessible by the JCCL.
An additional known DNA sample from the suspect must be collected and submitted to the JCCL
if you want it compared to evidence samples in the case.

3. Does this case meet any of the following criteria (select all that apply)?

- ☐ serial or pattern crime series
- ☐ career criminal or repeat offender
- ☐ other evidence exists (video, eyewitness) that would lead you to believe the DNA evidence submitted is probative

4. Have elimination samples from the victim(s) been collected for this case? ☐ Yes ☐ No

If any item of evidence has been submitted that could have reasonably been touched or handled by the victim in this case, it is REQUIRED that elimination known DNA samples be collected from all victim(s) and submitted.
(Ex: for a steering wheel swab, a known DNA sample from the primary driver MUST be submitted)

The only exception is if known DNA from the suspect has already been submitted to the lab.

5. Please complete the following table for each item of evidence submitted for DNA analysis:

Agency Item #	Priority of Analysis (#)	Is the evidence foreign to the scene or victim?	Describe the item including specific details about what was swabbed, as applicable.