



Office of Forensic Sciences - Rapid DNA Case Submission Checklist

Department Case Number: _____ CSI Case Number: _____

This section to be completed and signed by CSI, then turned over to local agency upon return of the "A" swabs.

Only the following samples suspected of yielding a single source DNA profile are eligible for Rapid analysis per the Rapid DNA Program O.I. 22-27:

- Blood
- Saliva (sputum or phlegm)
- Seminal fluid (not swabs from the victim's body or the suspect's clothing/residence/vehicle)
- Cigarette Butt
- DNA Reference

Are the samples one of the following Rapid eligible item types listed above: Yes No

****If your sample is not one of the above, it is not suitable for Rapid DNA testing. Submit it to the lab for traditional DNA testing.****

Did you collect two swabs (A and B) from each evidentiary item to be tested with Rapid? Yes No

The "A" swab (sterile cotton tipped swab collected first) must be submitted to the laboratory.

The "B" swab (ANDE swab collected second) may be used for Rapid analysis.

Do you have a cigarette butt? Yes No

If yes, did you cut and remove no more than ~1/2 inch X ~1/4 inch of the filter paper lengthwise for Rapid DNA analysis, leaving the remainder for submission to the laboratory? Yes No

Did you enter the case in LIMS using the Department (local PD or agency) Case Number (**NOT** the CSI case #)? Yes No

Did you check the Rapid DNA box in the pre-log? Yes No

(Signature of CSI Analyst) (Date)

The section below to be completed and signed by the submitting agency. This form must be scanned and submitted with the Evidence Submission Review form for review prior to submission at the laboratory.

Did you pre-log the case in LIMSweb using your Department (local PD or agency) Case Number (**NOT** the CSI case #)? Yes No

Did you add a note in the Case History noting that Rapid was used on items in the case? Yes No

Did you check the Rapid DNA box in the pre-log or is it already checked? Yes No

Are the "A" swabs collected by NJSP CSI on the submission and clearly described as such? Yes No

(Signature) (Date)

Email this completed form along with the Evidence Submission Review Form to OFSForensicBiology@njsp.gov for review/approval. Once approved, contact Central Laboratory in Hamilton at 609-584-5054 x5707 to make an appointment for evidence submission.