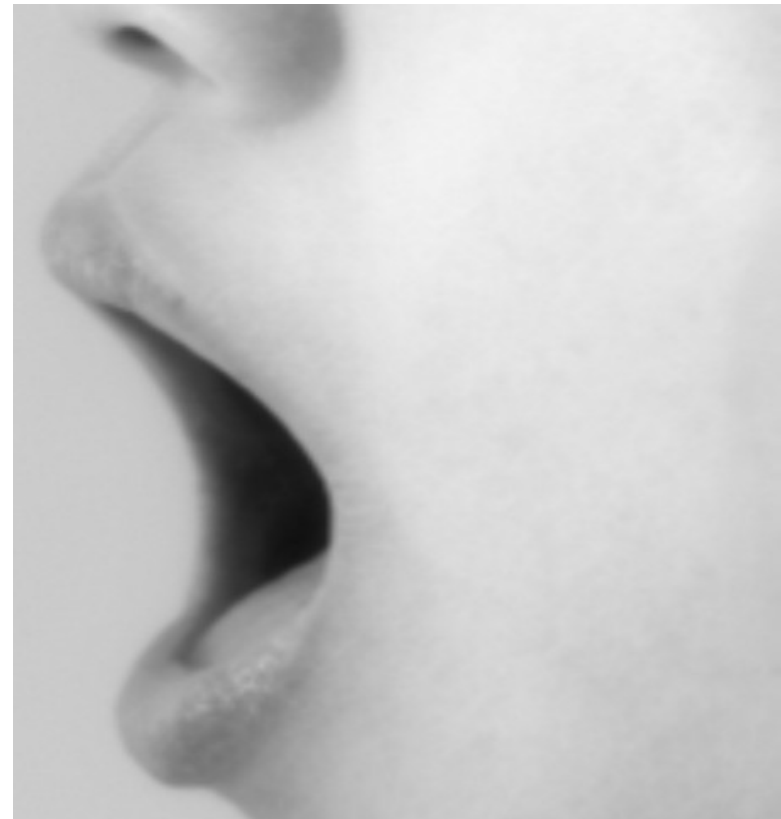


# Wisconsin DNA Databank DNA Specimen Collection

Always Verify Identification



- 1 Open kit
- 2 Verify clear
- 3 Complete form
- 4 Fingerprint
- 5 Add barcodes



WISCONSIN DNA DATABANK  
BUCCAL SWAB COLLECTION KIT  
SUBMISSION FORM

Before collecting a sample, query the WI Computerized Criminal History (CCH) record

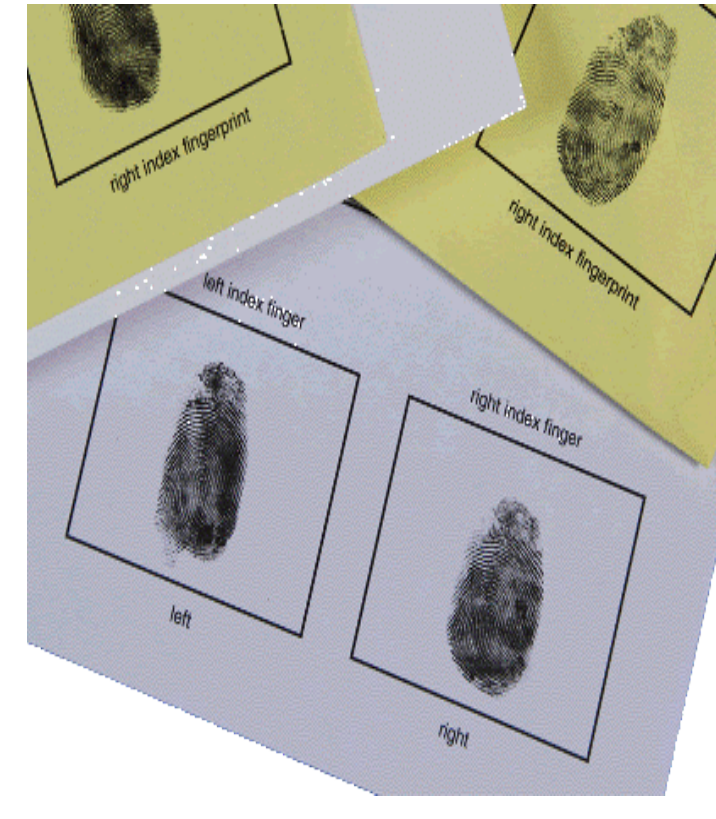
- When the CCH shows a DNA sample on file it is not necessary to collect another sample
- When the CCH of an obligated offender does not show a DNA sample on file, collect a specimen using this kit
- When the CCH indicates DNA is needed, collect a DNA sample using this kit and obtain a full ten fingerprint record following the instructions on the reverse.
- When you cannot locate a CCH for an obligated offender, collect a DNA sample using this kit and obtain a full ten fingerprint record following the instructions on the reverse.

SUBJECT IDENTIFIERS

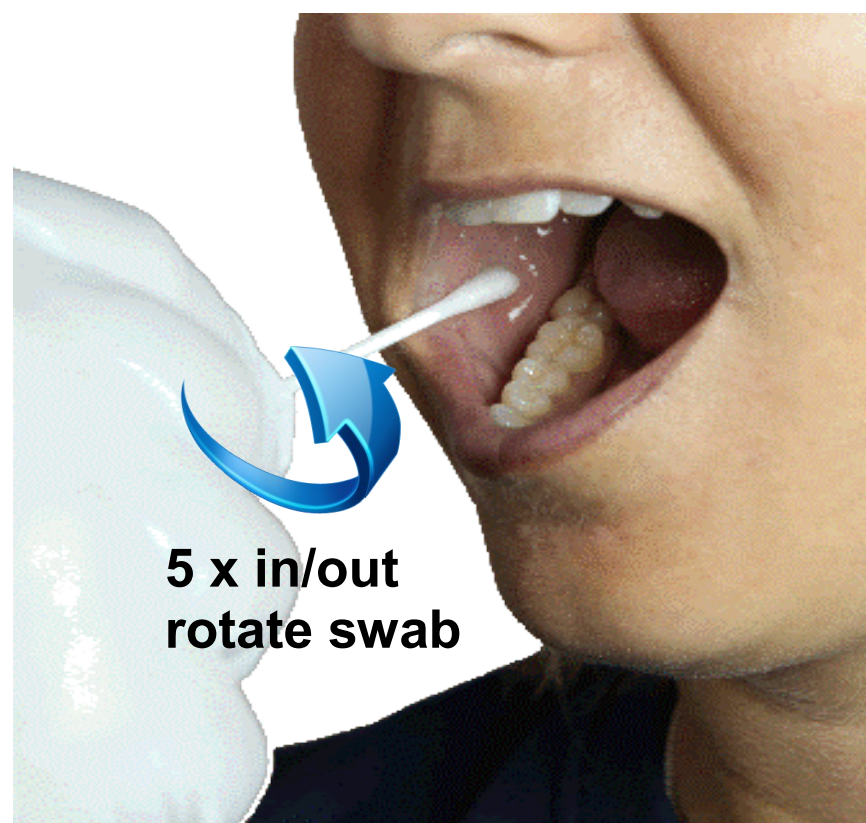
LAST NAME: DOE	FIRST NAME: JOHN	FULL MIDDLE NAME: ALAN
SEX: <input checked="" type="checkbox"/> Male <input type="checkbox"/> Female	RACE: <input checked="" type="checkbox"/> Caucasian <input type="checkbox"/> Hispanic/Latino <input type="checkbox"/> African American	
DATE OF BIRTH (mm/dd/yyyy): 09/22/1982	<input type="checkbox"/> Asian <input type="checkbox"/> Native American <input type="checkbox"/> Other:	
STATE IDENTIFICATION NUMBER (SID): WI- 1234567	ORIGINATING AGENCY CASE NUMBER (OCAL AND/OR DOC CLIENT NUMBER): 654321	

COLLECTION

AGENCY NAME: (Identify the Sheriff's Office, Correctional Institution, Probation) DATE OF COLLECTION (mm/dd/yyyy):



- 6 Put on gloves
- 7 Open swab
- 8 Swab inner cheek
- 9 Dry swab
- 10 Swab 2nd time



- 11 Barcode swabs
- 12 Swabs in envelopes
- 13 Prepare mailing
- 14 Mail ASAP



If no CCH, complete a ten print card



Agency Contact Person:

Agency Contact Phone Number:

**DNA Collection Promotes Public Safety**