

## **Ohio Department of Health Sexual Assault Evidence Collection Kit Specifications**

### **A. Container**

The evidence collection container should be a cardboard box, at least 5" X 8" X 2" and should be of substantial strength and not coated. The box should be sealed with a security seal.

The use of boxes rather than envelopes provides better protection and security for the contents as well as easier handling. A box will be able to stand up to rough handling both before and after use, including transport via the mail. It is much easier to store and takes up less room, both in the hospital/facility setting and in forensic laboratory and police evidence vaults. Paper envelopes are subject to tears and are not suitable for stacking on shelves or for long-term storage. The box is large enough for the required paperwork and underwear and speculum collection.

Coatings such as shiny paper or plastic film slow the drying of any materials which are placed in the kit damp, thus promoting decay.

### **B. Required Kit Component**

1. Pre-labeled adhesive seal envelope for head hair standard collection. Collection instructions must be printed on the envelope.
2. Pre-labeled adhesive seal envelope for oral samples containing one pre-labeled swab box, one pre-label slide and slide mailer and four sterile cotton-tipped swabs. Collection instructions must be printed on the envelope.
3. Pre-labeled adhesive seal envelope for oral swab reference standard containing one pre-labeled swab box or other suitable saliva standard.
4. Pre-labeled adhesive seal envelope for fingernail scrapings or cuttings. Collection instructions must be printed on the envelope.
5. Two large and two small pre-labeled bags for clothing collection. One bag must be labeled for underwear. Collection instructions must be printed on the bags.
6. Pre-labeled adhesive seal envelope for the collection of dried stains. Each envelope must contain a pre-labeled swab box and two sterile cotton-tipped swabs. Collection instructions must be printed on the envelope.
7. Pre-labeled adhesive seal envelope for pubic hair combing collection containing a comb. Collection instructions must be printed on the envelope.
8. Pre-labeled adhesive seal envelope for pubic hair standard collection. Collection instructions must be printed on the envelope.
9. Pre-labeled adhesive seal envelope for anal/perianal samples containing one pre-labeled swab box, one pre-label slide and slide mailer and four (4) sterile cotton-tipped swabs. Collection instructions must be printed on the envelope.
10. Pre-labeled adhesive seal envelope for vaginal/penile samples containing one pre-labeled swab box, one pre-label slide and slide mailer and four sterile cotton-tipped swabs. Collection instructions must be printed on the envelope.

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Attachment 1

11. Five security seals for clothing bags and kit.
12. One bio hazard seal
13. Printed Materials
  - a. Outside kit label with blanks for patient name, hospital/facility name and city, contents of clothing bags and chain of custody information.
  - b. Procedure for sexual assault evidence collection and checklist on inside box top.
  - c. Detailed instructions for current Ohio Department of Health Protocol Sexual Assault Evidence Collection Kit.
  - d. Consent for Exam and Release of Evidence form.
  - e. Assault History form—an institutional form may be substituted provided all information requested on the Assault History form is included.
  - f. “Information You Should Know as a Sexual Assault Survivor” handout to be given to the patient prior to the exam.
  - g. “Caring for Yourself: A Note to Survivors” handout to be given to the patient after the exam.
  - h. “Helping Your Child: A Note to Parents and Caregivers” to be used as needed.
  - i. “Document of Care” handout to be given to the patient after the exam.
  - j. “After Care Information and Resources” handout to be given to the patient after the exam.