

Evidence Collection – Quick Reference

Timing

- Collect ASAP, up to 5 days post-assault
- Collection is always guided by patient history

General Collection Principles

- Cavities: 4 swabs
- All other sites: 2 damp swabs (1-2 drops sterile water)
- Use 2 swabs simultaneously, slight separation
- Apply light pressure with a twirling motion
- Do NOT scrub (prevent DNA dilution)

PPE & Handling

- Mask, long sleeves
- Change gloves between sites
- Open one envelope at a time
- Label and color-code swabs and envelopes

Collection

Site	# of Swabs	Notes/Technique
Peri-oral	2	1-2" around mouth (per history)
Oral (inside)	4	<ul style="list-style-type: none">• Trace gumline (all surfaces)• Under tongue• Hard palate
Neck	2	<ul style="list-style-type: none">• Damp sabs:<ul style="list-style-type: none">○ Chin → clavicle○ Ear → ear• Include posterior neck if strangulation is reported
Breasts	2	<ul style="list-style-type: none">• Swab entire surface of both breasts (same swabs)
Pubic Hair *Skip if shaved/no hair	Comb	<ul style="list-style-type: none">• Place towel under buttock• Comb public hair downward to towel• Wrap comb in towel• Fold carefully• Place in envelope
Female Genitalia		
External	2	<ul style="list-style-type: none">• Mons, clitoral hood• Labia (majora and minora)• Perineum
Vaginal	4	<ul style="list-style-type: none">• 2 swabs simultaneously – repeat same area• Swab<ul style="list-style-type: none">○ Vaginal walls○ Posterior fornix○ Cervix• Cervical os

		<ul style="list-style-type: none"> ○ Gentle, no twirling. ○ Hold for 5-10 seconds
Male Genitalia		
Penile	2	<ul style="list-style-type: none"> ● Glans and shaft ● Do NOT swab inside urethra
Scrotal	2	<ul style="list-style-type: none"> ● Scrotum and perineum
Anal		
External (peri-anal)	2	<ul style="list-style-type: none"> ● Folds and sphincter opening ● Do NOT insert ● Collect even if penetration/contact denied
Internal	4	<ul style="list-style-type: none"> ● Insert no more than 1 inch to line of dentate ● Use dry swabs
Other sites <ul style="list-style-type: none"> ● Swab areas with: <ul style="list-style-type: none"> ○ Semen, saliva, blood ○ Bite marks, strangulation, restraint, marks ○ Contact 	2	<ul style="list-style-type: none"> ● Do NOT combine multiple sites ● Label with site and suspected fluid/contact
Additional Evidence		
Piercings	<ul style="list-style-type: none"> ● Remove if needed/desired ● Label with site and suspected fluid ● Air dry ● Place in envelope ● Okay to include in SAECK 	
Pads/Tampons <ul style="list-style-type: none"> ● Refrigerate ● Notify law enforcement of wet evidence ● Place in paper evidence bags 	Tampons <ul style="list-style-type: none"> ● Air dry ● Package as wet ● Place in specimen cup with holes in lid 	Pads <ul style="list-style-type: none"> ● Air dry ● Package as wet ● Lay sticky side on paper to dry and package. Do not fold
Condoms	<ul style="list-style-type: none"> ● Place in urine cup ● Label as wet ● Freeze if possible ● Notify LE of wet evidence & frozen 	
Known Blood Sample	<ul style="list-style-type: none"> ● Fill blood card ½ full per circle 	