

SAKI Evidence Tracking: Recommendations for Minimum Data Elements

Case Management Information

Investigation Incident Number	Sourced from agency records management system
Case Number Count by Calendar Year	Automated case count to track number of cases per year
Current Case Status	Minimum selection includes the following: <ul style="list-style-type: none"> ◆ Open ◆ Closed ◆ Cleared by arrest ◆ Exceptional clearance
Prosecution Status	Minimum selection includes the following: <ul style="list-style-type: none"> ◆ Not applicable ◆ Submitted for prosecutorial review ◆ Offender charged ◆ Case dismissed ◆ Plea bargain ◆ Conviction ◆ Acquittal ◆ Mistrial
Suspect/Victim Relationship	Minimum selection includes the following: <ul style="list-style-type: none"> ◆ Domestic ◆ Known ◆ Stranger ◆ Unknown acquaintance
Form and Components of Encounter	Suggested selection(s) include (select all that apply): <ul style="list-style-type: none"> ◆ Alcohol ◆ Assault ◆ Drugs ◆ Party ◆ Robbery ◆ Social media ◆ Street ◆ Weapon

Victim and Suspect Information

	Victim	Suspect
Race	<ul style="list-style-type: none"> ◆ American Indian or Alaska Native ◆ Asian ◆ Black or African American ◆ Native Hawaiian ◆ Other ◆ Unknown ◆ White 	<ul style="list-style-type: none"> ◆ American Indian or Alaska Native ◆ Asian ◆ Black or African American ◆ Native Hawaiian ◆ Other ◆ Unknown ◆ White
Ethnicity	<ul style="list-style-type: none"> ◆ Hispanic ◆ Non-Hispanic 	<ul style="list-style-type: none"> ◆ Hispanic ◆ Non-Hispanic
Age at time of assault (or enter <i>unknown</i>)		
Military Status (if applicable to local jurisdiction)		

Combined DNA Index System (CODIS) Information

DNA Profile Received?	<ul style="list-style-type: none"> ◆ Yes ◆ No
Uploaded to CODIS?	<ul style="list-style-type: none"> ◆ Yes ◆ No
CODIS Hit Returned?	<ul style="list-style-type: none"> ◆ Yes <ul style="list-style-type: none"> Hit type: <ul style="list-style-type: none"> ▪ Forensic hit ▪ Offender hit ◆ No

Sexual Assault Kit Information

Kit Identification Number	<i>Enter Kit ID</i>
Date of Assault	<i>Date assault occurred</i>
Collection Date	<i>Date SAK was collected</i>
Received From	<i>Identify facility that collected SAK</i>
Date Received	<i>Date SAK received by agency</i>
Kit Tested?	<ul style="list-style-type: none"> ◆ Yes <ul style="list-style-type: none"> Testing location: <i>Enter testing location</i> Date: <i>Enter date sent for testing</i> ◆ No <ul style="list-style-type: none"> Reason(s) for kit not being tested: <ul style="list-style-type: none"> ▪ Beyond statute of limitations ▪ Evidence would not impact investigation ▪ Laboratory policy ▪ Not able to retrieve evidence ▪ Prosecutorial decision ▪ Other

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