

# Website

[HTTPS://SAK.CJI.IN.GOV](https://SAK.CJI.IN.GOV)

[HTTPS://VCC.CJI.IN.GOV](https://VCC.CJI.IN.GOV)

This tracking system was built on the Victim Compensation Division case management platform.



## INDIANA STATEWIDE SEXUAL ASSAULT KIT TRACKING SYSTEM

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CONTACT US

### Indiana Statewide Sexual Assault Kit Tracking System

The Indiana Criminal Justice Institute (ICJI), in coordination with the Indiana State Police and the Indiana Prosecuting Attorney's Council (IPAC) is implementing the sexual assault kit (SAK) tracking system. Under IN. Code § 16-21-8-1.8(b), (ICJI) implements this system to track standard medical forensic examination kits for victims of a sex crime. The medical-forensic exam and sexual assault evidence collection refers to standardizing sexual assault kits and the process used to perform the exam and collect samples. Transparency and accountability of law enforcement for these kits lays out the expectation for the tracking, transportation, processing, storage, and inventory of each kit, including the best practice of medical service providers, law enforcement, and laboratories using Indiana Statewide Sexual Assault Kit Tracking System.

This website offers victims of sexual assault a secure, confidential space where they can obtain information regarding the status of their sexual assault evidence collection kits and additional assistance. Medical professionals and law enforcement can also use this site to update the status of those sexual assault kits for which they are responsible.

Authorized health care professionals  
and law enforcement personnel may login [Here](#)

Survivors of sexual assault can view the history  
and the current status of their sexual assault evidence collection kit by  
entering their kit number and their personal identification number (PIN) [Here](#)

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Click Here

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# Sexual Assault Kit Barcode

- Each kit has a barcode
- Each barcode has the following scheme....
  - IN-yyXXXXXX
    - Where yy is the 2-digit year
    - And the X's represent a unique, incrementing value for each kit
- When the kit is registered into the system, a 4-digit pin number is generated and associated to the kit.



Located on side of kit



# INDIANA STATEWIDE SEXUAL ASSAULT KIT TRACKING SYSTEM

Welcome,  
michelle.resendez@franciscanalliance.org  
Logout

## My Profile

michelle.resendez@franciscanalliance.org  
Franciscan Health Crown Point (SAK)

Home Users



## Indiana Sexual Assault Tracking

### Update Kit Info / Lookup

Kit Number

SAK Pin

Submit Saki Information

### Register Kit Tracking Info

Remain Anonymous ☐

\*Kit Number  
IN19\*\*\*\*\*

\*First Name

\*Last Name

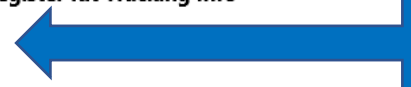
Service Provider:  
Franciscan Health Crown Point (SAK)

Law Enforcement Agency Given To

Date Collected  
4/8/2020 10:00:34 AM

Date of Crime if known

Indicate Yes- if anonymous  
No – if Reporting





# INDIANA STATEWIDE SEXUAL ASSAULT KIT TRACKING SYSTEM

## Reporting to Law Enforcement

Welcome,  
michelle.resendez@franciscanalliance.org  
Logout

### My Profile

michelle.resendez@franciscanalliance.org

Franciscan Health Crown Point (SAK)

Home

Users



## Indiana Sexual Assault Tracking

### Update Kit Info / Lookup

Kit Number

SAK Pin

Submit Saki Information

### Register Kit Tracking Info

Remain Anonymous ☐

\*Kit Number

IN19\*\*\*\*\*

\*First Name

\*Last Name

Service Provider:

Franciscan Health Crown Point (SAK)

Law Enforcement Agency Given To

Date Collected

4/8/2020 10:00:34 AM

Date of Crime if known

Enter barcode from side of kit:  
Caps: IN19#####  
Do NOT enter dash

### Reporting:

- Enter pt First Name
- Enter Pt Last Name
- Enter Law Enforcement agency reporting to
- Click submit

# INDIANA STATEWIDE SEXUAL ASSAULT KIT TRACKING SYSTEM

## Anonymous Reporting

Welcome,  
michelle.resendez@franciscanalliance.org  
Logout

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Franciscan Health Crown Point (SAK)

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## Indiana Sexual Assault Tracking

### Update Kit Info / Lookup

Kit Number

SAK Pin

Submit Saki Information

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Remain Anonymous ☐

\*Kit Number

IN19\*\*\*\*\*

\*First Name

\*Last Name

Service Provider:

Franciscan Health Crown Point (SAK)

Law Enforcement Agency Given To

Date Collected

4/8/2020 10:00:34 AM

Date of Crime if known

Enter barcode from side of kit:  
Caps: IN19#####  
Do NOT enter dash

### Anonymous Reporting:

- Enter in "Anonymous" for pt First Name
- Enter Pt MRN # for Last Name
- Enter Law Enforcement agency reporting to
- Click submit

# SA Kit Tracking System:

- After Kit information and demographic information entered
  - A PIN # will be generated
  - Pin # to be provided to patient for tracking purposes
    - Recommend registering kit once consent for services obtained
    - **Write Pin # on top right of Sex Crimes Application where indicated.**
      - **Give to Patient at time of Discharge with discharge paper work**
  - **WRITE PIN # on SA Kit above barcode – Request per crime lab**
- **Do NOT document pt pin # in patient chart/record**



## INDIANA STATEWIDE SEXUAL ASSAULT KIT TRACKING SYSTEM

# Transferring Chain of Custody

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**My Profile**

 christopher.brown@bcforward.com

BCForward Clinic

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## Indiana Statewide Sexual Assault Kit Tracking System

### Update Kit Info / Lookup

Kit Number:

IN2000005

SAK Pin:

••••

 Enter Saki Information

Select update  
kit info for  
transfer  
chain of  
custody

### Register Kit Tracking Info

\*Kit Number:

IN20\*\*\*

\*First Name:

FirstName

\*Last Name:

LastName

Service Provider:

BCForward Clinic

Law Enforcement Agency Given To

Date Collected

1/16/2020 10:25:15 AM

Date of Crime if known

mm/dd/yyyy

\*Remain Anonymous

☐ ☐

### Update Kit Infor/Look Up:

- Enter in Pt Kit Number
- Enter in SA Kit Pin #

SAKI

INDIANA STATEWIDE

SEXUAL ASSAULT KIT TRACKING SYSTEM

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Indiana Statewide Sexual Assault Kit Tracking System

Victim Name:Wilma Flintstone

IN2000006

Evidence Collected at Medical Facility

- Select -

Update Kit Information

INDIANA CRIMINAL JUSTICE INSTITUTE

101 WEST WASHINGTON STREET SUITE 1170, EAST TOWER

INDIANAPOLIS, IN 46204

PHONE 317-232-9157 or 800-353-1494 FAX 317-233-3912

in.gov/cji

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- Click option to transfer to Law Enforcement Agency
- Click Update Kit Information

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## Indiana Statewide Sexual Assault Kit Tracking System

Victim Name: Wilma Flintstone

IN2000006

Evidence Collected at Medical Facility

IN2000006

Evidence Given to Law Enforcement

Log into system, select  
update when transferring  
Chain of Custody to Law  
Enforcement

You have Successfully Updated Kit Tracking

Administrative screen- add/remove users.

You MUST have email address of staff entered to generate profile for them to access. They will receive an email and will be able to register kits for tracking purposes

**Recommended 2  
Administrators for  
each facility**

BCForward Clinic

First Name	Last Name	Email Address	Verified Email	Administrator	
Tiger	Hsu	kymiehsu123@gmail.com	True	True	<a href="#">Remove User</a> <a href="#">Edit User</a>
Ricki	Wannop	rwannop0@fema.gov	False	True	<a href="#">Remove User</a> <a href="#">Edit User</a>
Silva	Lemasney	slemasney2@addtoany.com	True	False	<a href="#">Remove User</a> <a href="#">Edit User</a>
Joanie	Conkling	jconkling3@biglobe.ne.jp	False	True	<a href="#">Remove User</a> <a href="#">Edit User</a>
Jasmie	Fittis	jfittis4@hud.gov	True	False	<a href="#">Remove User</a> <a href="#">Edit User</a>
Chris	Brown	christopher.brown@bcforward.com	True	True	<a href="#">Remove User</a> <a href="#">Edit User</a>
Nurse	Jane	ICJI.smtp@gmail.com	True	False	<a href="#">Remove User</a> <a href="#">Edit User</a>
Tiger	Hsu	ICJI.smtp.Nurse@gmail.com	True	False	<a href="#">Remove User</a> <a href="#">Edit User</a>
Tiger	Hsu	kymiehsu123@gmail.comm	False	False	<a href="#">Remove User</a> <a href="#">Edit User</a>

Reco

sakqa.cji.in.gov

State of Indiana [US]

https://sakqa.cji.in.gov/Member/SakUsersAdm

Home

Users

Create User

List of Users for

This is where the administrators will add their SANEs/Trained ED staff/Charge Nurses who will be entering and transferring chain of custody

First Name

Last Name

Email Address

Tiger	Hsu	kymiehsu123@gmail.com	True	True	Remove User	Edit User
Rickii	Wannop	rwannop0@fema.gov	False	True	Remove User	Edit User
Silva	Lemasney	slemasney2@addtoany.com	True	False	Remove User	Edit User
Joanie	Conkling	jconkling3@biglobe.ne.jp	False	True	Remove User	Edit User
Jasmie	Fittis	jfittis4@hud.gov	True	False	Remove User	Edit User
Chris	Brown	christopher.brown@bcforward.com	True	True	Remove User	Edit User
Nurse	Jane	ICJI.smtp@gmail.com	True	False	Remove User	Edit User
Tiger	Hsu	ICJI.smtp.Nurse@gmail.com	True	False	Remove User	Edit User
Tiger	Hsu	kymiehsu123@gmail.com	False	False	Remove User	Edit User

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# Patient Screens

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[Violent Crime Victim Compensation Program](#)

[Sexual Assault Reimbursement Program](#)

Saki Log in  
Sexual Assault Kit Tracking Tool



View Kit Status



This is where  
you view the  
status

[Link to Victim Compensation Claims System \(VCC\)](#)

Kit Number

IN2000005

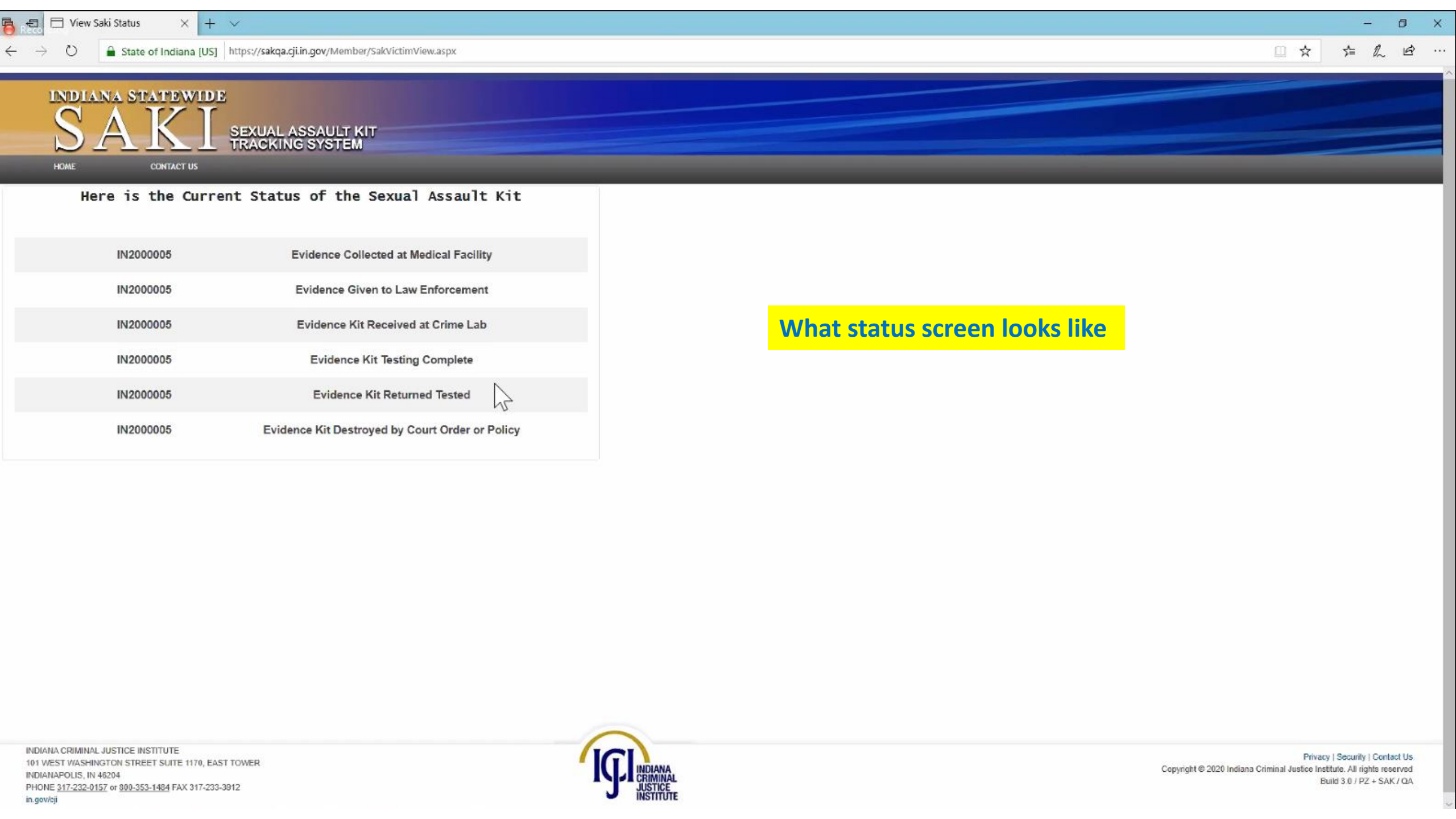
Pin Number

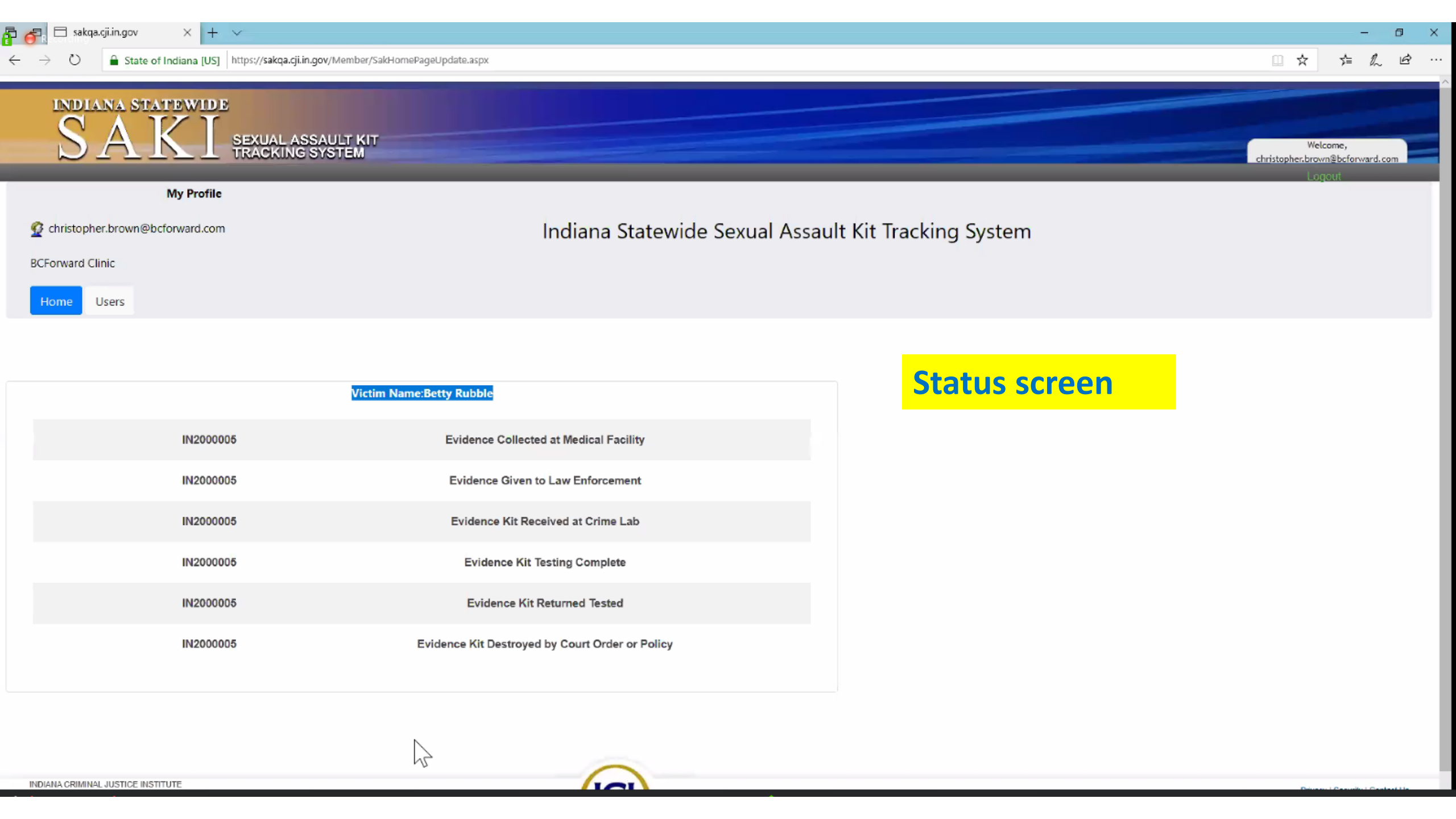
••••

[View Kit Status](#)


Viewing Status screen:

Enter in pin #





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## Indiana Statewide Sexual Assault Kit Tracking System

Victim Name: Betty Rubble

IN2000005	Evidence Collected at Medical Facility
IN2000005	Evidence Given to Law Enforcement
IN2000005	Evidence Kit Received at Crime Lab
IN2000005	Evidence Kit Testing Complete
IN2000005	Evidence Kit Returned Tested
IN2000005	Evidence Kit Destroyed by Court Order or Policy

Status screen

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## Indiana Statewide Sexual Assault Kit Tracking System

Victim Name: Jamie Smith

(Anonymous)

IN2000004

Evidence Collected at Medical Facility

IN2000004

Evidence Given to Law Enforcement

IN2000004

Evidence Kit Received at Crime Lab

IN2000004

Evidence Kit Testing Complete

**ANONYMOUS KIT INDICATED:**  
This is an option when  
entering demographic/Kit  
information – BE SURE To  
document if Anonymous and  
also indicate on SA Kit box

# Reminders:

- Make sure you request new/updated versions of Sex Crimes Victims Applications: Indiana Criminal Justice Institute: 317-232-0157
- Identify 2 Administrators to add/remove staff for tracking purposes
  - Be thinking of charge staff that are also involved in transferring chain of custody over to law enforcement- they will need access
  - Develop a process for your sites regarding this to prevent delays

Projected go live: April 1, 2020

Continue with your current evidence collection/chain of custody processes until notified