

# DNA Sample Collection Procedure

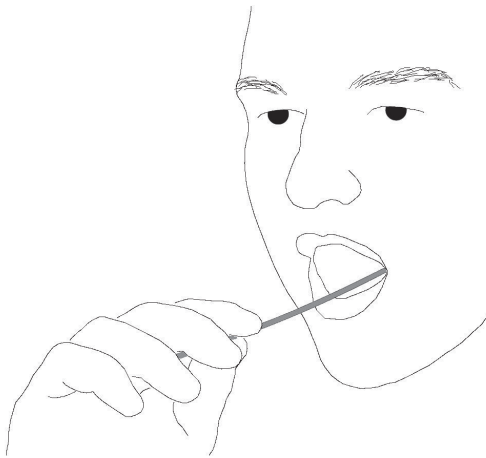
*Please read through first, then follow instructions carefully*



## Step 1: Label Swab Envelope

Remove one envelope of buccal swabs from the collection kit. Be sure to use the “Alleged Father” envelope for the tested father and the “Child” envelope for the tested child. If applicable, label the “Additional Tested Party” envelope appropriately.

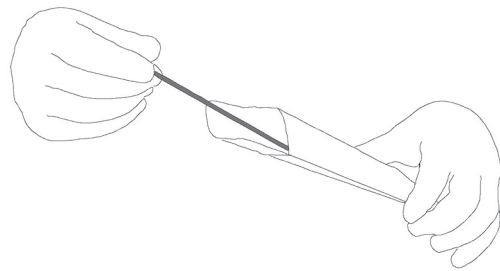
Complete the requested information on the swab envelope. Be sure to provide race information, as it is necessary for statistical calculations.



## Step 2: Swab Collection

Cut open the plastic wrapper at the end opposite from the cotton tip. Remove one swab from the package, **taking care not to touch the end with the cotton tip.**

Open mouth wide. Insert swab into the mouth and rub it firmly back and forth and up and down on the inside of the cheek. It is important to collect enough cheek cells on the entire swab, so **be sure to rotate the swab while rubbing.** *Insufficient specimen may require recollection and will delay test results.*



## Step 3: Place Used Swab in Envelope

Remove the swab from the mouth and place it directly into the PAPER envelope labeled for that person.

**CAUTION: Do NOT place the swabs back into the plastic wrapper.**

Repeat the collection process with the remaining swabs. Use 2 swabs on the right cheek and 2 swabs on the left cheek for each tested person. After all 4 swabs have been used, discard the plastic wrapper and seal the paper envelope labeled for that person.

## Step 4: Repeat Steps 1 Through 3 for Each Tested Party

Repeat the entire collection process for each person to be tested. Remember to label each specimen correctly and use all 4 swabs provided.

## Step 5: Package Samples in Envelope Provided

After samples from all tested parties have been collected, please place the individual swab envelopes in the pre-addressed return envelope provided. Seal the envelope securely and send the package to us.