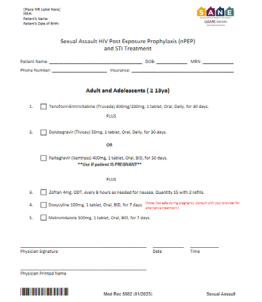
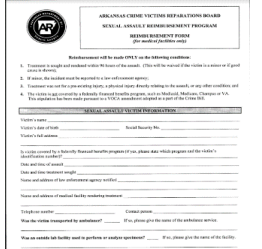


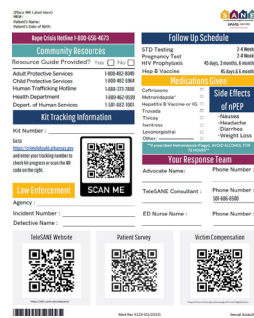
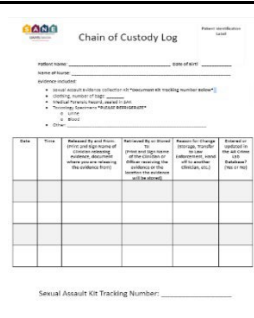
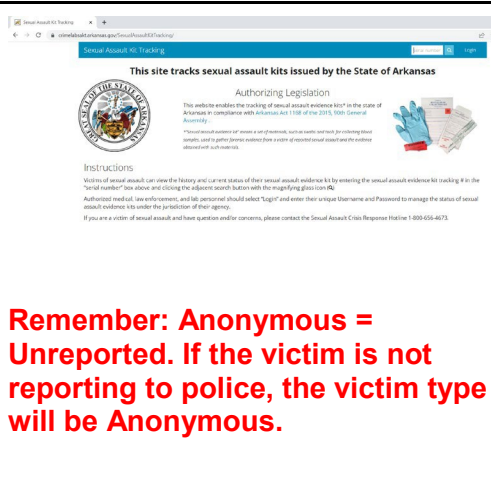
SANE CHART TIPS

Please Fax entire completed chart with each SANE case to: **501-320-7589**

✓	FORMS	IMAGE of the FORM	What to do with the Form?
	Consent for Sexual Assault Form		Original stays with hospital chart Fax Completed Chart to: 501-320-7589
	Sexual Assault Medical Forensic Record		Make a copy and place the copy inside Sexual Assault kit The Original stays with the hospital medical record Fax Completed Chart to: 501-320-7589
	Sexual Assault Order Set		Original stays with Hospital chart Fax Completed Chart to: 501-320-7589
	Prescription Template Options: nPEP Anti nausea Doxycycline Metronidazole		Original goes with the patient (if prescribed) If prescribed, Copy of Prescription goes with hospital chart. Fax Completed Chart to: 501-320-7589
	Crime Victims Reparation Hospital Reimbursement Form		Original Goes with medical Chart. Fax Completed Chart to: 501-320-7589

SANE CHART TIPS

Please Fax entire completed chart with each SANE case to: **501-320-7589**

☐	Discharge Form		Copy for the Chart Give Original to the patient Fax Completed Chart to: 501-320-7589
☐	Chain of custody log		Original stays with SAK kit (Place in log book or attach to outside of kit, Do not place inside of kit). Once kit has been picked up and chain of custody log has been completed, send to Medical Records. Fax Completed Chart to: 501-320-7589
☐	Sexual Assault Kit Sticker (Located on the back of the Sexual Assault Kit)		Complete the SAK sticker for every sexual assault kit. Remember: Anonymous = Unreported. If the victim is not reporting to police, the kit type will be Anonymous.
☐	Kit Tracking The kit number is on the sexual assault kit	 Remember: Anonymous = Unreported. If the victim is not reporting to police, the victim type will be Anonymous.	Go to Arkansas State Crime lab and track your SAK kit https://crimelabsakt.arkansas.gov/SexualAssaultKitTracking/ 

Fax Completed Chart to: 501-320-7589