# Virginia Department of Forensic Science DNA Data Bank Sample Tracking System (DBSATS)

## User Instructions VACORIS # Addendum



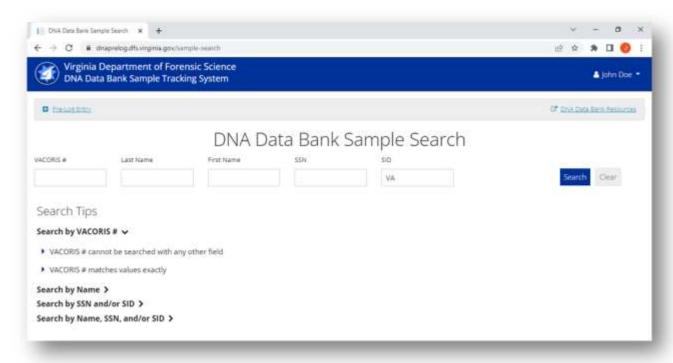
Issued: July 1, 2022

This User Instruction manual serves as an addendum to the *DBSATS User Instructions for Authorized Personnel*. This manual ONLY covers the two additional features in DBSATS available to authorized VACORIS users—all other user instructions are covered in the *DBSATS User Instructions for Authorized Personnel*.

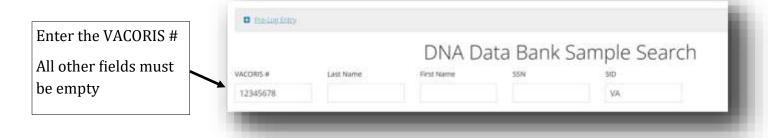
NOTE: Your agency must have access to the Virginia Department of Corrections VACORIS database to be able to view and/or use these features

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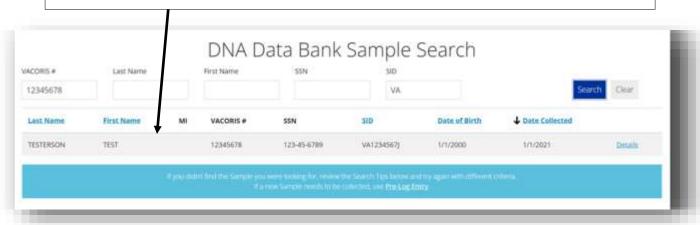
#### Sample Search—VACORIS #



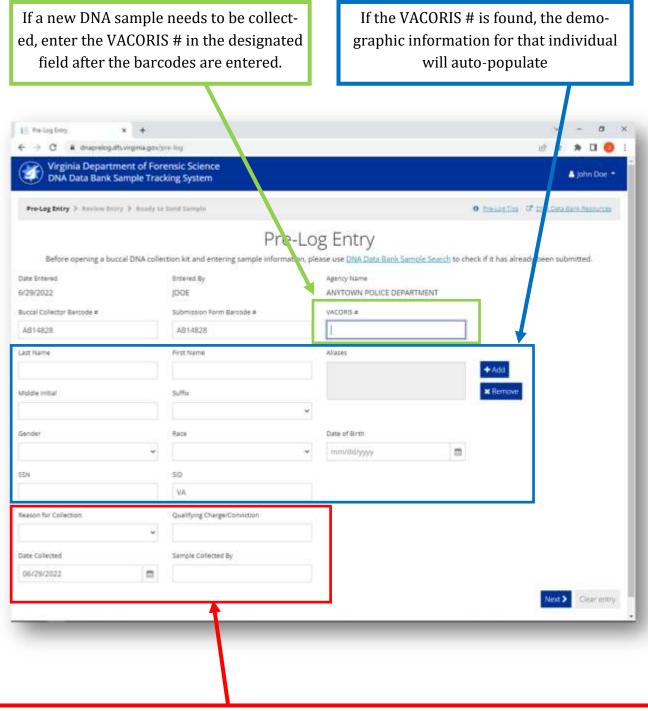
- VACORIS # cannot be searched with any other field and values must match exactly.
- Not all historical entries in the DNA Data Bank will contain a VACORIS #.



- All sample entries with that VACORIS # will appear below the Search Fields.
- If the person you are searching is not found by VACORIS #, search again using the Name, SSN and/or SID.



#### Pre-Log Entry—VACORIS #



Reason for Collection, Qualifying Charge/Conviction, Date Collected and Sample Collected By MUST still be entered by the user for each sample.

### For System Support or Additional Information

#### Contact the DNA Data Bank:

#### Email: DNADatabank@dfs.virginia.gov

Phone: (804) 786-3789

Fax: (804) 786-9985

