FORENSIC BIOLOGY CODIS MANUAL

Maintaining Profiles In Linkage		
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9.0 MAINTAINING PROFILES IN LINKAGE

LINKAGE is closed. While it may still be searched, no further profiles are being added to it. Therefore the only editing of it should be limited, such as needed corrections to alleles or removal of profiles.

NOTE: Most users have read-only access. To have a profile edited, see a member of the CODIS staff.

9.1   To edit DNA profiles in LINKAGE:

9.1.1   Open the LINKAGE database from within the Forensic Biology Database Management System (FBDMS).

9.1.2   Find the profile to be edited.

9.1.3   In the appropriate fields, type in the corrected information

- Case number – either FB case number or NYPD project case number
- V# - "1" unless part of a pattern; otherwise "2" for the second victim/entity, etc. For a matching suspect, "S" is shown, for a non-matching suspect "1" is shown.
- DNA alleles (no commas, see 9.2 below)
- Pattern designation, if applicable
- "E" for evidence. Other entries shown are "S" for suspect's exemplar and "P" for suspect's pseudo-exemplar
- Victim name – first and last names if a person, or name of entity if not
- Suspect name, if known
- Date of incident – from complaint form, lab request, or the date the rape kit was collected
- Precinct – number if known, otherwise "M," "K," "Bx," "Q," or "R" based on the storage number for NYPD projects
- If an evidence profile matches a suspect, enter "True" here
- The date the profile is entered
- Leave the LDIS field blank

9.1.4   Using the Tab or arrows, leave the record – this causes your corrected DNA profile to be saved in LINKAGE.

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9.2   Allele Entry Format

Alleles must be entered properly!

9.2.1   For autosomal loci, enter one allele for homozygotes; "allele 1," space, "allele 2" for heterozygotes (no commas, no extra spaces). Amelogenin is entered either as XX or XY.

9.2.2   For "new" alleles, use "12.3" etc. for off-ladder alleles, use "<6" and ">30" etc. for alleles larger or smaller than the allelic ladder.

9.2.3   If you do not have both alleles (i.e., in a deduced partial profile) leave blank. Do not type in "**", "inc", "NEG", "+", or a single allele if you think the true profile may be heterozygous.

9.3   Completion

9.3.1   Hit "Ctrl-S" to save changes before closing.

9.4   Removal of a Profile

9.4.1   Open the LINKAGE database in FBDMS.

9.4.2   Locate profile to be removed.

9.4.3   Click delete button (not visible to all users). Confirm that this is actually the desired operation.