

# FOR YOUR INFORMATION

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Issue 20-18

Date: 10/08/20

## LABCORP TESTING AND PROCEDURES

This FYI supercedes and cancels FYI 09-05 issued on 02/29/09 and FYI 10-23 issued on 03/31/10.

### LabCorp will be conducting DNA testing as follows:

- At Designated test site in Los Angeles County
- By appointment only

### Referral and Notification Process:

- The Court will make the order for DNA testing.
- The Superior Court Clerk's office (NOT DCFS) will complete the appointment request and submit it to LabCorp's online system, *IdentiLink* and upload the 730 orders. LabCorp will only provide testing upon receipt of the signed Order Appointing Expert (Appointment Pursuant to Evidence Code Section 730). This order will be sent by the Court to LabCorp.
- Upon receipt of the referral and court order, LabCorp will schedule the parties' DNA test (to the closest site to where the parties live (and coordinate all inmate collections). It is important to note that LabCorp has *no contact* with the parties.
- LabCorp will send the appointment notifications to DCFS Juvenile Court Services. **Social workers ARE NOT to call LabCorp to make referrals for testing.** LabCorp will only schedule the testing upon receipt of the order submitted by the Clerk's office.
- LabCorp will schedule the testing date and testing site and send the information to DCFS Juvenile Court Services, via the dedicated email in-box. The appointment notification references the case number, parties in the case with their appointment date/time/location, and the LabCorp Schedule Number (on lower left hand corner).
- Once DCFS Juvenile Court Services receives the appointment information, it will be emailed to the assigned CSW and SCSW.
- The CSW should provide the appointment information to the parties. LabCorp has *no contact* with parties. DCFS will need to provide the information to the parties.
- If the appointment day/time/ location are not convenient, the CSW can contact LabCorp to reschedule the appointment. *You must reference the LabCorp schedule number.*

Contact LabCorp to reschedule an appointment:  
Customer Service Dept: 800-742-3944, option 3  
Email: [DNA@labcorp.com](mailto:DNA@labcorp.com)  
Fax: 800-821-9102.

### Required Documents for DNA Testing

Photo identification, such as a California Driver's License, California Identification Card or a Passport is required.

LabCorp will notify the Court of any parties that do not show up for testing or who were turned away due to not having photo identification.



If you have any questions regarding this release please e-mail your question to:

[Policy@dcsf.lacounty.gov](mailto:Policy@dcsf.lacounty.gov)

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