

Case ID: _____

Reviewer: _____

Date: _____

Part I: Administrative Requirements: This section covers basic application requirements, which will be assessed by the Chair/Co-Chair(s) prior to sending for any further review. A “no” on any line will indicate an incomplete application and will halt further review.

Admin Materials (Completed by Chair/ Co-Chair)	Yes	No	N/A	Notes
Cover letter present with required information (e.g., if applicable - co-signing, peer review history)				
Case meets eligibility requirements (<5 years, or mock)				
All materials properly redacted				
Bench notes provided, solely authored by applicant, and legible				
All photos necessary to evaluate report conclusions are provided with captions/labels				
There is at least one photograph of full remains in anterior view				
Photographs of multiple views of the cranium/skull present				
Inventory provided				
Citations provided				
Fordisc LOG provided (if applicable)				
Overall section accept (yes) or reject (no)				

Notes regarding correspondence with applicant about any missing materials:

Final Overall Assessment	Yes	No	Notes
OVERALL, THE CASE REPORT AND SUPPORTING MATERIALS ARE ACCEPTABLE FOR ELIGIBILITY			

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Sections Completed by Reviewer.

Part II: Required Report Sections: These sections are a required aspect of the application process; although each case report may not have every single section (e.g., Trauma). In such cases, score the elements as N/A. A final review will be done to ensure that the three reports cover all required aspects.

Notes should be included for any sections marked "No." **Note: "Overall section ACCEPTABLE" must be a "Yes" in every section in Part II to pass.**

Case is Well-Documented	Yes	No	N/A	Notes
Bench notes are clear and organized				
Case background information is present				
Condition of remains is described in acceptable detail in the notes and/or report				
Photographs are of good quality				
Acceptable amount of skeletal measurements collected				
Overall section ACCEPTABLE				

Written Aspect of Report is Professional	Yes	No	N/A	Notes
Proper use of grammar, lack of typos (proofread)				
Language and presentation is professional				
Report is well-organized				
Report is an acceptable length				
Methods/sources are cited using the primary sources				
Overall section ACCEPTABLE				

Biological Profile - Age Estimation	Yes	No	N/A	Notes
Contemporary, validated methods used (most probative available)				
Detailed descriptions of features used to estimate age included in report and/or bench notes				
Bench notes and photographs are consistent with method scores/age estimates				
Statistical information is provided in report and/or bench notes				
Synthesis of results into final age estimate is clear and rational				
Overall section ACCEPTABLE				

Biological Profile - Sex Estimation	Yes	No	N/A	Notes
Contemporary, validated methods used (most probative available)				
Detailed descriptions of features used to estimate sex included in report or bench notes				
Bench notes and photographs are consistent with method scores/sex estimates				
Statistical information is provided in report and/or bench notes				
Synthesis of results into final sex estimate is clear and rational				
Overall section ACCEPTABLE				

Biological Profile – Population Affinity/Ancestry Estimation	Yes	No	N/A	Notes
Contemporary, validated methods used (most probative available)				
Detailed descriptions of features used to estimate population affinity/ancestry included in report or notes				
Bench notes and photographs are consistent with method scores/estimates				
Statistical information is provided in report and/or bench notes				
Method limitations are described (e.g., if a method only compares two groups)				
Synthesis of results into final population affinity/ancestry estimate is clear and rational				
Overall section ACCEPTABLE				

Biological Profile - Stature Estimation	Yes	No	N/A	Notes
Contemporary, validated methods used (most probative available)				
Method applied takes into consideration sample/case demographics.				
Stature is reported as an acceptable interval (point estimate may also be included)				
Statistical information is provided in report and/or bench notes				
Final stature estimate is clear and rational				
Overall section ACCEPTABLE				

Antemortem Skeletal Changes/Pathology	Yes	No	N/A	Notes
Detailed description and/or diagrams provided in notes				
Photographs support written descriptions/interpretations				
An accurate and acceptable interpretation is provided in report and/or bench notes				
Section is clearly distinguished from perimortem trauma				
Overall section ACCEPTABLE				

Trauma	Yes	No	N/A	Notes
Detailed description of trauma provided (in bench notes), with metric documentation when applicable				
Any trauma diagrams are consistent with notes/report				
Bench notes and photographs are consistent with trauma descriptions				
Methods of evaluation are stated and acceptable				
The type of trauma (e.g., SFT) is stated				
The timing of the trauma (ante-, peri-, post) is designated and supported by data/observations				
Overall trauma conclusions/interpretations are acceptable and consistent with materials provided for review				
Trauma conclusions/interpretations remain within the scope of Forensic Anthropology				
Overall section ACCEPTABLE				

Part III: Other Report Sections: Below sections are not required aspects of the application process. If present, however, reviewers will assess the following aspects, and major errors/deficits could result in rejection.

Scene Recoveries	Yes	No	N/A	Notes
Recovery efforts follow best practices				
The scene and recovery efforts are described in acceptable detail in the notes and/or report				

Taphonomy	Yes	No	N/A	Notes
Taphonomy is described in acceptable detail in the notes and/or report				
Taphonomic interpretations remain within the scope of Forensic Anthropology and follow best practices				
Taphonomic interpretations/conclusions appear correct based on the materials provided for review				

Postmortem Interval (PMI)	Yes	No	N/A	Notes
PMI estimate (or statements) considers environment, context, and condition of remains				
Supporting evidence and citations provided				
Estimated PMI is of an acceptable range and consistent with materials given for review				

Identification	Yes	No	N/A	Notes
Methods of evaluation are stated and acceptable (e.g., follow best practices)				
Conclusion is supported based on information provided, and wording of the identification statement is acceptable				

****All Additional Sections are ACCEPTABLE****