

3. The mother of the children
Name: Jane Smith
Address: 20530 DuPont Blvd Georgetown, DE
4. The two year old
Name: Andrew Elliott (DOB-10/05/15)
5. The infant
Name: Jennifer Morales (DOB-05/01/17)

Because you are not able to actually interview these people in person, you will need to develop an interview plan for each of them. An interview plan may consist of a list of questions or topics that you plan to discuss during an interview. Interviewing someone by going through a list of pre-determined questions is awkward and ineffective. Therefore, you should provide a sampling of key questions (no less than four specific questions you would ask....and not "what's your phone number?") that you would work into the interview and explain what topics you would want to cover during the interview *and why*.

For example, if you were interviewing a neighbor in this case, your plan might include something like this: *"I would ask the neighbor, Mr. Zepp, if he would describe times when he had seen Ms. Smith's children outside. This might solicit information about how often the kids play outside, whether or not they are dressed appropriately at the time, whether or not there is appropriate adult supervision, and lead to a description of the interaction between the adult(s) (presumably Mrs. Smith) and the children when they are observed."* Your interview plan might carry on in this fashion until you have addressed the important topics to be covered by your interview. We will be looking for an understanding of what information is important to you as an investigator, both in building a case and in thinking ahead to intervention strategies.

Your interview plan of the child should also include some specific sample questions in addition to the interview plan topics. **We will be noting the format of your question and whether or not it is appropriate for the age of the child.** This is a brief interview focusing on some priority or key issues as the child has had a long and difficult day. Describe the purpose of the questions. This is not meant to be a script but rather is to show your understanding of child development and evidence based practice.

#3

Investigative narrative

This is the section where you detail your investigative actions. It usually starts with something like, "On 03/20/15, at approximately 1800 hours, I responded to 3601 N. DuPont Highway, New Castle, Delaware, for a report of a child abuse/neglect. When I arrived...."

The investigative narrative section then goes through, in chronological order, the investigative steps that were taken and the developments in the case. Only facts (no opinions) are in your investigative narrative. You may explain some analysis of the facts,