



Washington State Criminal Justice Training Commission
Child Abuse Investigation and Interviewing (5357-6)
November 14-18, 2011
Spokane, WA

STUDENT INSTRUCTIONS

- Arrival:** You are requested to report on **Monday, November 14, 2011** to Spokane County Sheriff's Office Training Center, 10319 Appleway Blvd., Spokane, WA. 99206. Class hours are 0815-1700, Mon. through Thurs. and 0815-1600 on Friday.
- Travel/Meals & Lodging:** Travel, meals and lodging costs and arrangements are the responsibility of the attendee or his/her agency. There will **not** be any food provided during the training and only one hour will be allowed for lunch each day, so please plan accordingly.
- Costs:** There will be no instructional cost for specialized child interviewers, law enforcement, and prosecution attendees (unless you fail to attend and have not cancelled ahead of time).
- Attire:** **Business Casual** attire is appropriate for classroom wear. *Please no jeans, t-shirts, shorts, sweatshirts, or tennis shoes.*
- Note-Taking:** Note-taking items such as notebook paper, pens, and pencils, will **not** be made available at the training site, and are the responsibility of each attendee.
- Smoking:** Smoking is permitted only in designated areas outside the building.
- Telephone:** You should advise your family and agency of how to reach you in the event of an emergency. Please have caller identify the class, **Child Abuse Investigation & Interviewing**.
- EMERGENCY ONLY: (Laura Merchant): 206-744-1637 or (Patti Toth): 206-369-0174**
- They will **not** take personal messages of a non-emergent nature.
- Firearms:** Firearms will not be used in this course.
- Classroom Hours, and Attendance:** 8:15 am to 5 pm, Monday through Thursday, and 8:15 am to 4:00 pm on Friday. Please arrive early on Monday to sign in and receive class materials. Certificates of completion will be awarded for a total of 40 hours of training credit to those who successfully complete the class in its entirety. Instructors must pre-approve **any** time out of class.
- Cancellation Guidelines:** If for any reason it becomes necessary to cancel this application, please advise by email at registrar@cjtc.state.wa.us **no later than November 7, 2011** to avoid late cancellation fees. **Your agency will be billed \$50.00 for late cancellation or failure to attend without proper cancellation notification. No exception will be made.**
- Responsibility for Injuries:** Although instructors will at all times maintain a high degree of care for the safety of all persons attending the course, it must, be understood that neither the Washington State Criminal Justice Training Commission, nor any of the cooperating agencies can or will assume financial responsibility for injuries or illness suffered as a result of any training received, nor can or will be responsible for any loss to students as a result of damage to their property through fire, theft or other causes. Each attendee must understand that this training is at the attendee's own risk.

**Class
Description &
Special
Instructions**

This is a 5 day multidisciplinary course focused on improving investigative skills in child sexual abuse cases, with emphasis on the investigative interview with the child. It is designed to meet the training required by RCW 43.101.224.

All students are expected to complete the pre-class reading assignments which can be downloaded from the class description at the CJTC website-there will be a quiz at the beginning of the class on Monday morning related to this information.

All students will conduct 2 practice interviews with actors playing the roles of children in suspected abuse situations.

A written closed-book essay test will take place at the end of Day 4.

A separate criminal justice track on Day 5 addresses other aspects of the investigation in addition to the child interview. (Additional information is available at www.cjtc.state.wa.us.)