

Stages of an Interview

Introduction:	Introduce yourself; Neutral job description; Explain documentation "Get acquainted" questions
Ground Rules (explain & practice*):	<ul style="list-style-type: none">• <i>I wasn't there, so I don't know what happened</i>• <i>Correct me if I make a mistake or get something wrong*</i>• <i>Tell me if you don't know*</i>• <i>Tell me if you don't understand*</i>• <i>Tell me if you don't remember</i>• <i>If I repeat a question, doesn't mean your answer was wrong</i>• <i>What we talk about is really important</i>• Truth/ lie discussion: establish that child -<ul style="list-style-type: none">• understands the concepts (possibly use examples)• recognizes it's wrong to lie• agrees to tell the truth
Rapport Building and Narrative Practice:	Elicit neutral event narratives Have child tell about a specific event from beginning to end Explore developmental concepts as needed
Substantive Questions: Pre-planned transition questions	SEPARATE - <i>One time or more than one time?</i> INVITE - Open ended invitations ELABORATE - <i>"Tell me more" "Then what happened?"</i> FOCUS: Time - Time segmentation & time framing Senses - Sensory focus questions Key facts - Pair focused questions w/open ended follow-ups CLARIFY & ELABORATE
Closure:	Recap child's statements in child's words to ensure accuracy Thank child for effort, not content

Examples: Helpful Questions & Invitations

"Do you promise you will tell the truth/talk only about things that really happened?"

"Tell me why you're here today."

"I understand something might have happened. Tell me what happened."

"I heard you talked to _____ about something that happened. Tell me what happened."

"Did _____ happen one time or more than one time?"

"Tell me about the last/first/another time you remember."

"Tell me everything about [child's words], from the beginning to the end."

"Tell me more."

"Then what happened?"

"Tell me everything that happened from the time _____ until _____."

"What happened right before?"

"What happened right after?"

"Think about what it looked/sounded like. Tell me everything you saw/heard."

"How did that make you feel?"

"How did that make your body feel?"

"You said _____, tell me everything about that."

"I'm confused, tell me again."