

Full Assessment Interview Guide | Community Assessment Tool

YOUTH NAME: _____ DATE: _____

INTERVIEWER NAME: _____ JOB TITLE: _____

- Prior to conducting the initial interview with the youth, review all available documentation.
- These are sample statements. You do not need to read all statements verbatim.

INTRODUCTORY STATEMENT

1. Introduce yourself and ask youth how s/he is doing. Explain that the purpose is to better understand the youth so that their time on supervision can be beneficial to him/her and help him/her reduce his/her risk of getting in trouble again.

2. "Because this kind of assessment is so important we will rely upon multiple sources of information (e.g., previous records, contacts with others such as teachers and employers, etc.)."

3. "If you'd like, the next time we meet, I can go over your results and give you some feedback about what it says."

4. "I will be taking a few notes now and then, so I can remember things better. If something isn't entirely clear at any point, please stop me and ask questions."

5. "Do you have any questions before we get started?"

REMINDERS

Introduce yourself
Ask youth how they are doing and **REFLECT**

Remember to explain the assessment in general and in positive terms and in a way that the youth understands.

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Domain 1: Record of Referrals

LEAD-IN/PROBES Why don't we start by talking about your experience with the justice system, since that's why you are here at _____? <i>(insert name of the location)</i>	REMINDERS Be sure to use OARS : O=Open Ended Questions A=Affirmations R=Reflections S=Summarizations *REFLECT
Tell me about the most recent arrest.	What?
Tell me more about what happened.	
Tell me about the people you were with.	Who?
What time was it?	When?
What were you thinking at the time?	Thoughts?
What were you feeling?	Feelings?
How did your parent(s) respond?	Assessing family relationships
What happened as a result of the arrest?	Consequential thinking
How did it affect you?	Assessing attitudes/ empathy
How did it affect your family/friends?	Assessing skills-- consequential thinking, problem solving
Who else was affected and how did it affect them?	
What do you think about it now?	
How do you feel about what happened?	
Would you do anything different if the same situation occurred again?	

Domain 1: Out of State or Adult Charges

THIS SECTION IS USED FOR YOUTH WHO HAVE LIVED IN ANOTHER STATE AND/OR MAY HAVE BEEN CHARGED WITH OFFENSES NOT CAPTURED IN JJIS

Did you ever get in trouble when you lived in _____(state)?

Tell me more about what happened?

WE NEED TO CAPTURE INFORMATION ON:

- CASES DISPOSED OR SENTENCED TO diversion, adjudication withheld, adjudication, deferred prosecution or referral to adult court (regardless of whether successfully completed).
- PENDING CHARGES
- Once a charge is dropped or no longer meets the above criteria, it should be deleted.

Domain 3: School

PROBING QUESTIONS AND NOTES

Now, I'd like to talk to you about your experiences with school.

So, tell me are your current school.

Do you like it more or less than you did in the past?

Tell me about any problems you've had with school teachers or other students. Have you been suspended or expelled from school this term? What happened?

What kinds of grades do you get in school? Are you failing any classes?

Do you think that school is important?

Do you feel encouraged to do well in school by your teachers and coaches?

Do you feel comfortable talking to any teachers, staff, or coaches at your school? Why do you like him or her?

Are you in any school clubs or sports? Do you have any interest being in school activities?

ITEM CHECKLIST

***REFLECT**

1. Current Enrollment _____

2. Behavior/Conduct _____

3. Attendance _____

4. GPA/Grades _____

5. Value of education

6. School is encouraging

7. Staff close to _____

8. School activities

9. Likelihood to graduate

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Domain 4: Use of Free Time

PROBING QUESTIONS AND NOTES	ITEM CHECKLIST *REFLECT use OARS
<p>What kinds of things do you like doing with your free time?</p>	1. Current activities _____
<p>Do you participate in any organized activities such as, clubs, groups, churches, or activities? Tell me about those.</p>	2. Types of activities _____
<p>What else do you like to do? Why do you like to do that?</p>	3. Unstructured hobbies _____
<p>Who do you like to do that with?</p>	
<p>What changes have noticed in how you spend your free time lately?</p>	
<p>Tell me what you find fun to do and what is not fun.</p>	<p><i>Use ELABORATION TECHNIQUES, e.g. "Tell me more about that," "What else," "Give me an example of that," and follow up with REFLECTIONS</i></p>

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Domain 5: Employment

PROBING QUESTIONS AND NOTES	ITEM CHECKLIST
<p>Have you ever had a job? We say a job is something where you have responsibilities and consequences for not fulfilling those responsibilities.</p>	<p>*REFLECT use OARS</p> <p>1. Employment history</p> <hr/>
<p>What do you think makes a good employee?</p>	<p>2. Understands what is required</p> <hr/>
<p>What kind of jobs have you had a job? Tell me more about it.</p>	<p>3. Employment status</p> <hr/>
<p>Do you currently have a job? Tell me more about it.</p>	<p>4. Positive relationship(s)</p> <hr/>
<p>How do/did you get along with the people you work with?</p>	
<p>What's the best part of having a job? What's the worst part?</p>	

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Domain 6: Relationships

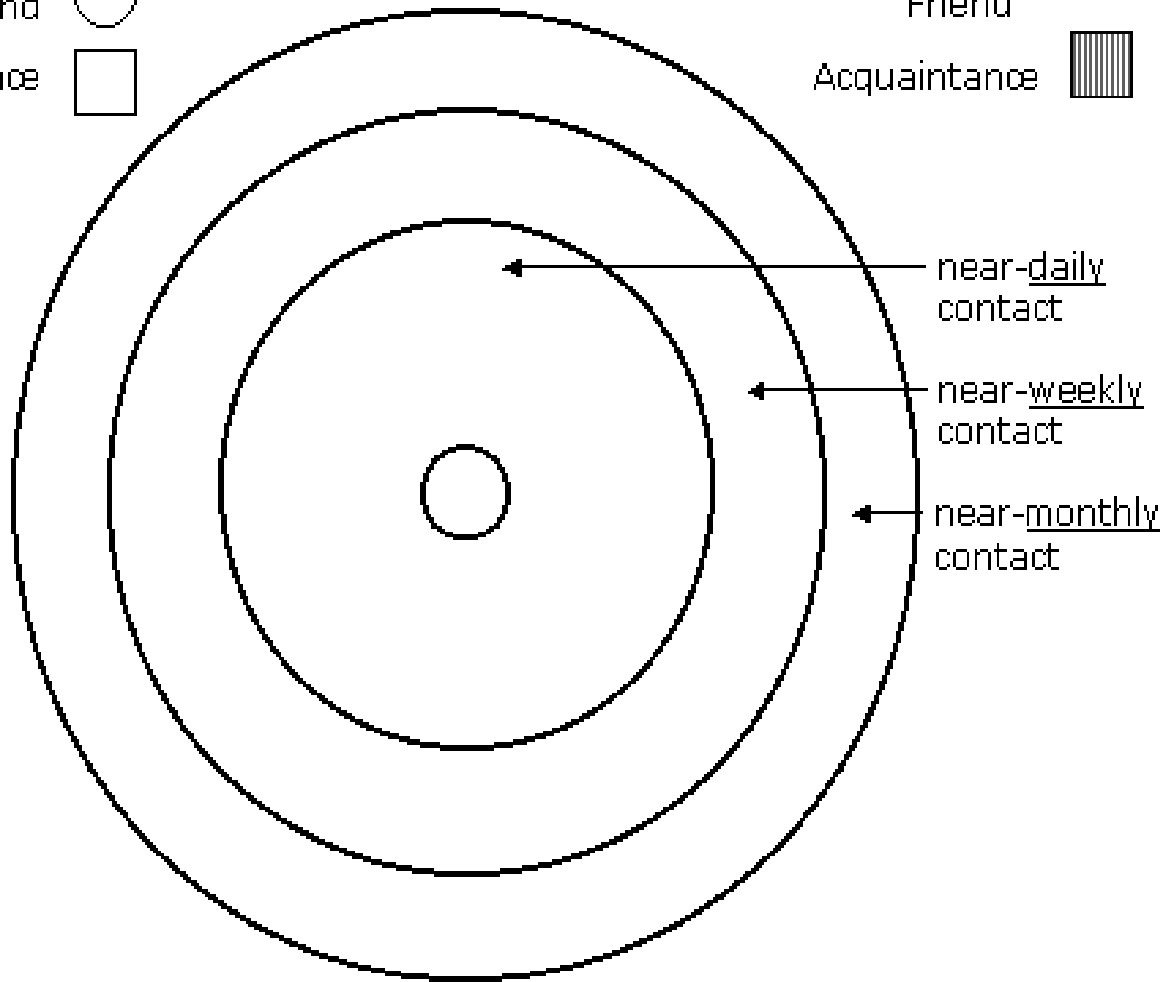
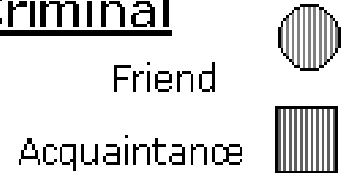
PROBING QUESTIONS AND NOTES	ITEM CHECKLIST
<p>I would like to get a better sense of people you spend time with. Can you describe your friends? Who do you spend most of your free time with and how do you spend it?</p> <p>Are you or any of your friends associated or in a gang?</p> <p>What do you like about your friends?</p> <p>Are these old friends or new friends?</p> <p>Do you hang out with your old friends?</p> <p>What do your parents think about your friends?</p> <p>What adults have really been there for you or appeared to be supportive of you in the past? (Not related to school, employment, or family members)</p> <p>What did you enjoy about spending time with them?</p> <p>Do you have a boyfriend/ girlfriend?</p> <p>Tell me about the things you and your friends do.</p> <p>Who comes up with the plans?</p>	<p>*REFLECT</p> <ol style="list-style-type: none">1. History of friends _____2. Current friends _____3. Current positive adults _____4. Current pro-social community ties _____5. Currently in a “romantic” relationship _____6. Admires/ imitates anti-social peers _____7. Resistance to anti-social peers _____ <p><i>Use ELABORATION TECHNIQUES, e.g. “Tell me more about that,” “What else,” “Give me an example of that,” and follow up with REFLECTIONS</i></p>

Network Map

Pro-Social



Pro-Criminal



I would like to get a better sense of what kind of friendships you have and the people you spend time with. I'm going to try and sketch a map of your main friends and companions to try and identify who all is in you network. If we put you in the very center and expand out from there by including only people you hang out with almost every day in the next circle, who would we put in the first circle- you can just tell me initials or nicknames if you like.

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Domain 7: Family

PROBING QUESTIONS AND NOTES	ITEM CHECKLIST *REFLECT
Let's talk about your family. Tell me about them.	1. Run away _____
Where are the places you have lived?	2. Lost a parent _____
Tell me about your parents.	3. Historical family jail/ imprisonment _____
Siblings?	4. Current family jail/ imprisonment _____
Have your parents ever had problems with alcohol or drugs? Or health issues?	5. Problem history of parents _____
Have your siblings ever had problems with alcohol or drugs? Or health issues?	6. Problem history of siblings _____
What sorts of things does your family do together? Who do you do these things with?	7. Support _____
Have you ever run away from home or been kicked out?	8. Feels close to _____
Has anyone in your family ever been in trouble with the law?	9. Conflict _____
Do you feel that your family supports you in the way you need them? Do they help you to be better?	10. Authority _____
Who in your family can you talk to easily or feel close to?	11. DCF _____
How well do you get along with your parents and your siblings? What about your parents with each other?	12. Support for family _____
Tell me about the rules you have at home.	13. Supervision _____
Do you obey your parent's rules? Do you get disciplined?	14. Consistent punishment _____
	15. Consistent rewards _____
	16. Parental characterization of youth _____

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How do your parents feel about you getting into trouble with the law?

Do you think that your parent's punishments are fair for your bad behavior?

Give me an example.

Do your parents know your friends?

Tell me what you do after school when you get home.

Have you ever been placed with a caretaker or foster parent outside of your home?

Domain 8: Alcohol and Drugs

PROBING QUESTIONS AND NOTES	ITEM CHECKLIST *REFLECT
<p>Tell me about your experience with alcohol? When did you first drink or get a little tipsy what happened after that?</p>	<p>1. Alcohol use</p> <hr/>
<p>What about any drug use?</p>	<p>2. Drug use</p> <hr/>
<p>***Only probe further for youth who have used***</p>	<p>3. History of diagnosis</p> <hr/>
<p>Can you explain how drugs or alcohol have interfered with any aspect of your life (education, family, health problems, criminal behavior)?</p>	<p>4. Current treatment</p> <hr/>
<p>How is your current use of drugs and alcohol any different now than prior to six months ago?</p>	
<p>Have you ever been drinking or using when you got in trouble?</p>	
<p>Do your parents or friends know about your use? What do they think?</p>	
<p>Have you ever had to participate in a class or treatment about drug or alcohol use?</p>	
<p>Are you currently in a drug or alcohol treatment program? How is it going?</p>	
<p>Have you ever had an assessment or been diagnosed with anything related to drugs or alcohol?</p>	

Domain 9: Trauma and Mental Health

PROBING QUESTIONS AND NOTES	ITEM CHECKLIST
Tell me about anything bad or terrifying that has happened to you or that you've seen happen to someone else.	*REFLECT
Has anyone hurt you or touched you in a way that made you uncomfortable? Tell me about that.	1. Abuse _____
Does it ever cause you to have bad dreams or prolonged feelings about that event(s)?	2. Witnessing violence _____
Have you always been taken care of and given enough to eat? Have you ever felt neglected?	3. Sex Abuse _____
What's it like when you have trouble controlling your feelings? Are you in a bad mood or angry a lot?	4. Neglect _____
Do you get sad a lot, and does the sadness keep you from spending time with friends or other things that you enjoy?	5. Anger _____
Have you ever seen a therapist or been diagnosed with any mental health issues?	6. Depression/anxiety _____
Have you ever thought about hurting yourself? Have you thought of suicide?	7. Mental health _____
Do you know someone who has committed suicide? When and how?	8. Suicidal ideation _____

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Domain 10: Attitudes/ Behaviors

PROBING QUESTIONS AND NOTES	ITEM CHECKLIST
<p>Why do you think there are rules and laws, and are they fair?</p> <p>How do you feel when a teacher or other adult tells you to do something?</p> <p>What happens if you have a disagreement with an adult? Does it ever result in a verbal altercation or physical violence? If so, tell me how that makes you feel?</p> <p>Who is responsible for you being here with me today?</p> <p>Would you do anything differently?</p> <p>Tell me how you would describe a victim.</p> <p>What kinds of effects did the offense have on a victim?</p> <p>When you think about a victim, what do you think, and how do you feel?</p> <p>Do you believe you can meet the conditions of court supervision? What might be hard about completing your supervision?</p>	<p>*REFLECT</p> <ol style="list-style-type: none">1. Attitude toward law _____2. Accepts responsibility _____3. Optimism _____4. Impulsivity _____5. Empathy _____6. Respect for property _____7. Respect for authority _____8. Youth's belief in success _____ <p><i>Use ELABORATION TECHNIQUES, e.g. "Tell me more about that," "What else," "Give me an example of that," and follow up with REFLECTIONS</i></p>

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Domain 11: Aggression

PROBING QUESTIONS AND NOTES	ITEM CHECKLIST *REFLECT
When do you believe it is appropriate to argue with someone?	1. Physical aggression _____
When is physical aggression a good idea?	2. Verbal aggression _____
What is the worst violence you have seen or been involved in?	3. Tolerance for frustration _____
What happens when you are frustrated?	4. Aggressive behavior _____
What's the worst thing you've done to anybody? To an animal?	5. Sexually aggression _____

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Domain 12: Skills

PROBING QUESTIONS AND NOTES	ITEM CHECKLIST
<p>I would like to talk to you about the kinds of skills we acquire throughout our life in order to become a more disciplined person; sometimes we refer to these as self control skills.</p> <p>Tell me about some consequences you have seen in your life.</p> <p>What are some goals that you have set and achieved? Tell me more about that.</p> <p>What are some early signs that you are beginning to have a problem with some person, place, or thing?</p> <p>When you experience strong emotions like anger, fear or depression- what kinds of things do you do to manage and work through these feelings?</p> <ul style="list-style-type: none">• Magic Question: Was there ever a time in your life when everything was all right, just about perfect? When was that and how is it different now? <p>Where do you see yourself in five years?</p> <p>If you had three wishes, what would you wish for?</p>	<p>* REFLECT</p> <ol style="list-style-type: none">1. Consequential thinking _____2. Goal setting _____3. Problem-solving _____4. Dealing with others _____5. Dealing with difficult situations _____6. Dealing with feelings/ emotions _____7. Monitoring of triggers _____8. Control of impulsive behavior _____9. Control of aggression _____

CLOSE-OUT OF THE INTERVIEW: Solicit questions, thank the interviewee for all their truthfulness and willingness. Ideally, while you review your notes, you can have the youth review their face sheet or other material that would be of interest to them. Then you can discuss any missing or unclear information with them.