



Protection

Child centred

Justice



National Joint Investigative Interviewing Project

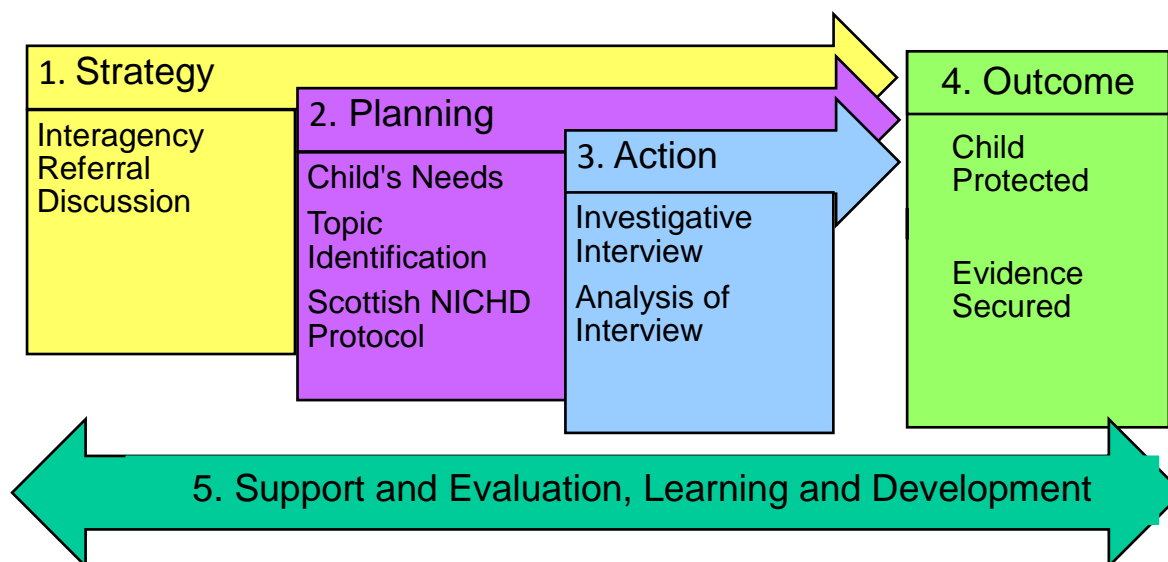
Initial Information Pack

This information pack has been developed by the National JII Team. It contains introductory information about the new model for joint investigative interviewing of children in Scotland – the Scottish Child Interview Model.

This pack contains the following:

1. A description of the new, five component model
2. A summary outline of the new, five module training programme for joint investigative interviewers
3. Implementation drivers to support effective implementation of the new approach
4. Selection criteria for use by local areas in recruiting staff to train as forensic interviewers
5. Quality Assurance and Data Framework for the Scottish Child Interview Model

Scottish Child Interview Model



The Scottish Child Interview Model is both trauma-informed and achieves best evidence through robust planning and interviewing techniques. The approach is based upon five component parts: strategy, planning, action and outcomes, and ongoing support and evaluation. These are summarised as follows:

1. Strategy

The strategy for the child protection investigation is determined by the Interagency Referral Discussion (IRD). It identifies the aims and objectives of the joint investigative interview and should oversee and coordinate all stages of the child protection investigation.

2. Planning

A Plan for the **Child's Needs** is developed by interviewers based upon information provided by IRD participants and people who know the child well. The plan for the Child's Needs should set out the necessary adjustments which are required to help the child participate fully in the interview.

A **Topic Identification Plan**, also developed by interviewers, sets out required information relevant to during, before and after the suspected incident. Taking account of essential elements of crimes and the grounds for referring to a children's hearing, and what is known about the child's circumstances, it sets out the topics to be explored during the course of the interview.

The **Scottish National Institute of Child Health and Human Development (NICHD) Protocol** is the approach being adopted for joint investigative interviews of children in Scotland. The protocol provides a flexible framework to structure the interview and phrase appropriate questions.

3. Action

These planning elements, set out above, are combined to develop a bespoke and dynamic Interview Plan, individual to the child and their circumstances. Developing a plan in this way will lead to a child-centred **Joint Investigative Interview** that secures the child's best evidence at the earliest opportunity and minimises the risk of further traumatisation.

Following the interview it is essential that interviewers undertake an **analysis** of what the child has said and their presentation during the interview to inform further decision making and arrangements to protect the child.

4. Outcome

The detail and quality of the analysis is crucial for the outcome for the child. Good analysis ensures the **child [is] protected** (and other children), and informs whether there is sufficient **evidence secured** to progress a criminal investigation and/or to establish a ground for referral to a children's hearing.

5. Support and Evaluation

Integral to the Scottish Child Interview Model is a context of ongoing professional development and continuous improvement of services.

To ensure that there is ongoing **learning and development** of joint investigative interview practice, the provision of regular **support and evaluation** of interviewer practice is a key component of the model.

Quality assurance and rigorous review, ensuring lessons are learnt from practice are necessary if interview practice is to develop to such a consistently high standard that joint investigative interviews can be used as Evidence in Chief or hearsay evidence.

The National Joint Investigative Interviewing Training Programme

The Joint Investigative Interviewing Training Programme consists of 5 modules, each comprising a number of units and lessons. This paper provides a brief summary of each module content, plus requirements of learners. Further information is available on request.

Module 1: Child Development and Trauma Informed Interviewers

Module 2: Planning the Response

Module 3: The Interview

Module 4: Evidence from the Joint Investigative Interview

Module 5: Evaluation and Critical Reflection

Module 1: Child Development and Trauma Informed Interviewers

This module is made up of pre-read material and 5 units.

- Pre-read material
- Unit 1 - Child Development
- Unit 2 - The Impact of Trauma and Adversity
- Unit 3 - Supporting Speech, Language and Communication Needs of Children in Joint Investigative Interviews
- Unit 4 - Trauma Informed Interviewers
- Unit 5 - Support in the Role of Interviewer

Module Requirements

Pre-read 13 hours reading and completion of online exercises.

Direct teaching: 8 days

Post Course Exercise: 8 hours

Module 2: Planning the Response

This module is made up of pre-read material and 4 units:

- Pre-read material
- Unit 1 - Forensic Considerations
 - Lesson 1 - Forensic Opportunities and Considerations Relating to Crimes Reported by Children
 - Lesson 2 – Medical Examination and the Joint Investigative Interview
 - Lesson 3 – Cyber Awareness
- Unit 2 - Essential Elements
- Unit 3 - Topic Identification and the Role of the Interview Advisor
 - Lesson 1 - Topic Identification
 - Lesson 2 - The Role of the Interview Advisor
- Unit 4- Recording equipment

Module Requirements

Pre-read 10 hours reading and completion of online assessment.

Direct teaching: 5 days

Post Course Exercise: 4 hours

Module 3: The Interview

This module is made up of pre-read material and 4 units.

- Pre-read material
- Unit 1 – Prompts and Question Types
- Unit 2 – The Scottish NICHD Protocol
 - Lesson 1 - Introduction and Rapport Building
 - Lesson 2 - Ground Rules
 - Lesson 3 - Further Rapport Building and Episodic Memory Training
 - Lesson 4 - Reluctance and Support
 - Lesson 5 - Substantive Phase
 - Lesson 6 - Ending the Interview
- Unit 3 – Interview Planning
- Unit 4 – Undertaking the Joint Investigative Interview
- Unit 5 - Analysis of Evidence and Information

Module Requirements

Pre-read 14 hours reading.
Direct teaching: 19 days
Post course exercise: 18 hours

Module 4: Evidence and information from the Joint Investigative Interview

This module is made up of pre-read material and 3 units:

- Unit 1 - Criminal and Civil Legal Processes
 - Lesson 1 - Joint Investigative Interview - Crown Office Procurator Fiscal Service
 - Lesson 2 - Using Joint Investigative Interviews in the Children's Hearing System
- Unit 2 - Court Proceedings & Giving Evidence
 - Lesson 1 - Practical Preparation for Witnesses at Court
 - Lesson 2 - Giving Evidence as a Joint Investigative Interviewer

Module Requirements

Pre-read 8 hours reading
Direct teaching: 3.5 days

Module 5: Evaluation and Critical Reflection

This module is made up of pre-read material and 2 units.

- Pre-read material
- Unit 1 Evaluation
- Unit 2 Learning from the Child's Experience of the Joint Investigative Interview

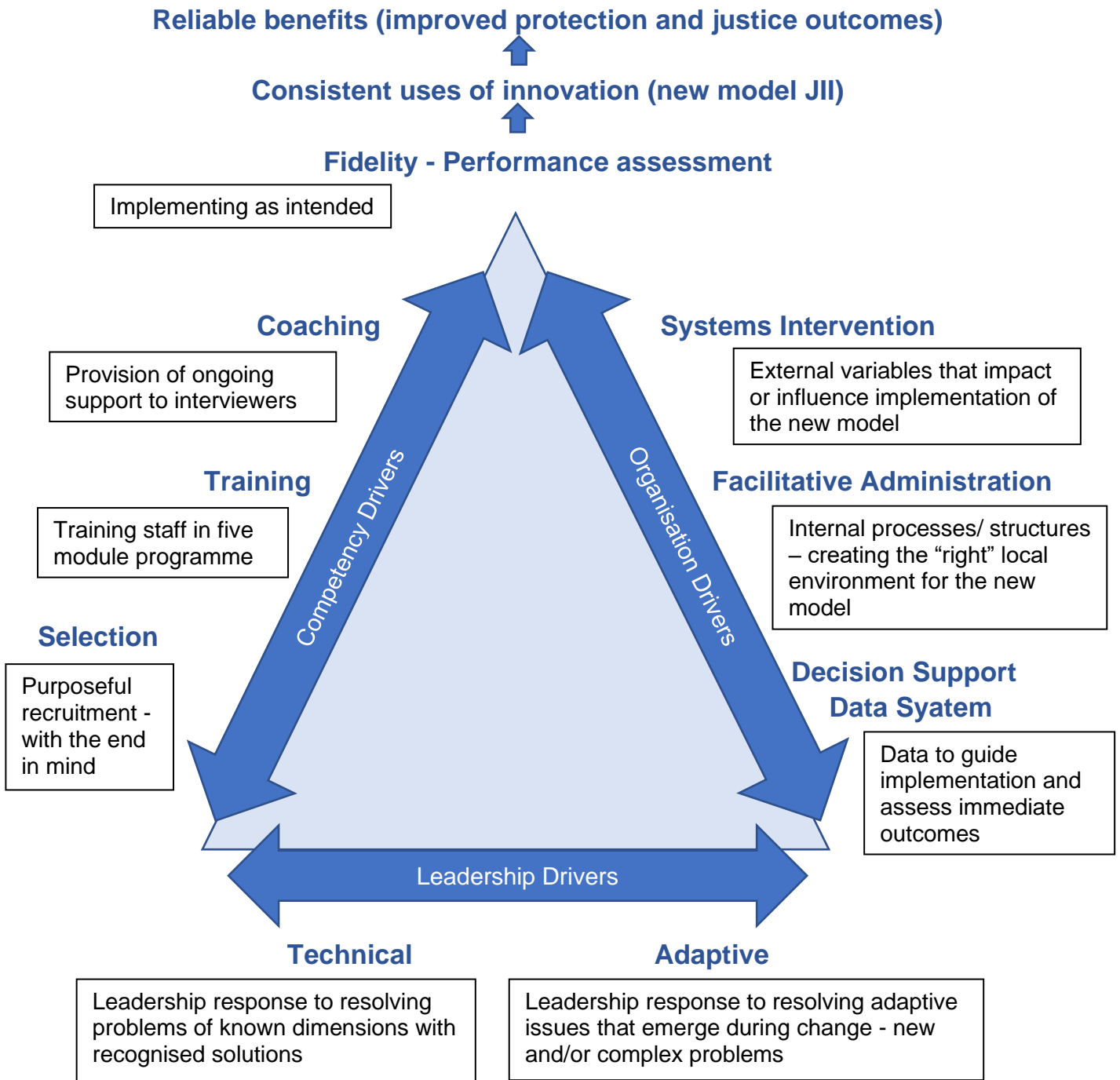
Module Requirements

Pre-read	4 hours reading.
Direct teaching:	1.5 days
Post Course Exercise:	40

Learners are required to undertake a summative assessment as part of Module 3. Only on reaching competence can they then be deployed in practice.

The National Joint Investigative Interviewing Training programme is credit rated at SCQF level 9 and is formally endorsed by the Scottish Social Services Council as specialist training for social workers.

Implementation Drivers



Selection Criteria for Social Workers wishing to apply for the role of a Scottish Child Interviewer for Joint Investigative Interviewing

In order to apply for the above role, it is recommended that Social Workers should meet the following minimum criteria:

- Demonstrate a sound understanding of the child protection process, from IRD to conclusion and how Joint Investigative Interviews inform this
- Have significant experience of child protection work (A minimum of 2 years post qualifying child protection experience)
- Support the strengthening of IRD practice in order to support the preparation, planning and de-briefing for joint investigative interviews
- Demonstrate that their practice is trauma-informed
- Demonstrate the ability to work well in a multi-agency partnership to keep children safe
- Demonstrate leadership capacity and confidence in being an active participant in the planning, briefing and de-briefing for joint investigative interviews
- Demonstrate a commitment to continuous professional development
- A participant in the course does not have to have previously been trained to undertake joint investigative interviews but should demonstrate a commitment to learning and ongoing development of their practice
- Available to attend all five modules of the training programme
- Learners should be committed to remaining in the role for a minimum of three years

Selection Criteria for Police Officers wishing to apply for the role of a Scottish Child Interviewer for Joint Investigative Interviewing

In order to apply for the above role, it is recommended that Police Officers should meet the following minimum criteria:

- Although criteria for the course will not be rank or grade specific, Police Officers will be expected to have completed their probationary period
- Successful completion of the National Investigators Exam
- Successful completion of the Initial Investigative Interview Skills Course
- Successful completion or currently enrolled in the Initial Investigators Programme
- Successful completion of the Sexual Offences Liaison Officers course

- Available to attend all five modules of the training programme.
- The course will only be for Police Officers who have the responsibility to carry out child interviews as part of their professional role. In essence, this training course will expect the learners to utilise this training on a regular basis for ongoing evaluation
- Demonstrate a commitment to continuous professional development
- A participant in the course does not have to have previously been trained to undertake joint investigative interviews but should demonstrate a commitment to learning and ongoing development of their practice
- Learners should be committed to remaining in the role for a minimum of three years

Scottish Child Interview Model (SCIM) for Joint Investigative Interviewing (JII)

Quality Assurance and Data Framework

This framework is designed to support local areas implementing the Scottish Child Interview Model for joint investigative interviewing by outlining the expected quality standards for each component of the model. All five components – Strategy, Planning, Action, Outcome and Support & Evaluation/ Learning & Development – must be implemented for the model to be delivered with fidelity, so that children experience the intended benefits. Local areas have flexibility to agree their own arrangements for meeting each standard, and for agreeing measurements to quality assure the standards.

Strategy	
Quality Standards	<ol style="list-style-type: none"> 1. All joint investigative interviews take place within an overarching investigative strategy agreed at Interagency Referral Discussion or equivalent multiagency decision-making forum 2. Sufficient strategic direction is provided by the Interagency Referral Discussion (or equivalent multiagency decision-making forum) to effectively inform interview planning, ensuring that there is a focus on the needs of the child.
Examples of sources of evidence for meeting these standards	<ul style="list-style-type: none"> • Interagency Referral Discussion quality assurance arrangements • Rationale for interview recorded at Interagency Referral Discussion • SCIM for JII Data Capture Form; “Routes to interview” data field • Feedback from interviewers and their managers about effectiveness of Interagency Referral Discussion strategic direction • Audits of children’s records which illustrate the role of interview within an overarching investigative strategy

Planning	
Quality Standards	<ol style="list-style-type: none">3. All joint investigative interviews are jointly planned by Police and Social Work4. Those who know the child well share information to support planning when asked to do so5. Accurate and sufficient information about the needs of the child is available to interviewers to inform planning6. Accurate and sufficient information about the nature of the concern/essential elements is available to interviewers to inform planning7. A Plan for Child's Needs is completed prior to all joint investigative interviews, and this is adapted to the background of each individual child8. A Topic Identification Plan is completed prior to all joint investigative interviews, and this covers all essential elements of the crime and/or concern under investigation9. An Interview Plan is completed prior to all joint investigative interviews, central to which is the Scottish NICHD Protocol10. The best interests of the child are taken account of in planning the date, time, and venue of the joint investigative interview11. The child's views and perspective are taken into account in all decisions made when planning the interview.12. The support needs of the child are considered and addressed in planning.13. Police and Social Work Managers share responsibility for conducting a briefing prior to every interview14. The briefing ensures effective links between the strategy and planning components and quality assures the interview plan

Examples of sources of evidence for meeting these standards

- Planning documents
- Audit of planning documentation
- Agency records which evidence information-sharing for purposes of planning interviews
- Record of managerial oversight
- Managerial sign off of interview plan and associated documents
- Scottish Child Interview Model Data Capture Form
- Feedback from interviewers about information-sharing pathways
- Feedback from interviewers and their managers about the accuracy of the information provided from first referral/disclosure to IRD and planning
- Feedback from children and their families about the suitability of date, time, and venue of interview
- Feedback from children and their families in relation to their inclusion in the gathering of information and planning process.
- Evidence of support being agreed and arranged for the child in planning documents and/or the child's record
- Interviewer Practice Evaluation Framework – evaluation of planning (by interviewer, peers and manager)
- Briefing records
- Quality assurance of briefings and associated documentation

Action

Quality Standards	<p>15. All joint investigative interviews are jointly conducted by Police and Social Work staff who are trained in the Scottish Child Interview Model and who are supported to maintain their practice standards</p> <p>16. The interview equipment available for use by interviewers operates effectively and supports high quality audio and visual recording of the interview</p> <p>17. All joint investigative interviews are visually recorded unless this is not in the best interests of the child</p> <p>18. All joint investigative interviews are conducted at a location which enables high quality recording of the interview and is comfortable and appropriate for the child.</p> <p>19. Interviewers incorporate the interview plan into the interview with the child</p> <p>20. Interviewers respond, through a trauma informed lens, to the needs of the child during interview and support their participation.</p> <p>21. Interviewers apply the principles and adhere to the phases of the Scottish NICHD Protocol during the course of the interview</p> <p>22. The child's views are heard and respected before, during and after interview.</p> <p>23. Analysis of the joint investigative interview is undertaken jointly by both interviewers</p> <p>24. A debrief between the interviewers and a supervisor is held following all joint investigative interviews and the outcome is shared with those responsible for the overarching investigation and those providing ongoing support for the child and their family</p>
Examples of sources of evidence for meeting	<ul style="list-style-type: none"> • Record of staff deployed to undertake interviews • Record of training completed by staff undertaking interviews • Audits of equipment testing • Issue/Action logs for equipment and any other local challenges

these standards	<ul style="list-style-type: none"> • Adherence to the Interviewer Practice Evaluation Framework • Scottish Child Interview Model Data Capture Form • Feedback from SCRA and COPFS on technical quality of interview recording • Feedback from children on their experiences • Debriefing records • Quality assurance of debriefings and associated paperwork
Outcome	
Quality Standards	<p>25. The child experienced an interview that was well planned, trauma informed and responsive to their needs</p> <p>26. The child is supported to participate in their interview and give their account of what happened</p> <p>27. The minimum number of interviews necessary for the child to be able to give their full account of what happened, at their pace, are conducted</p> <p>28. The child was supported effectively after interview</p> <p>29. Information and evidence from the interview are used to inform ongoing care and safety planning to ensure the child (and any other child) is safe and protected</p> <p>30. The quality of the joint investigative interviews is of sufficient standard to be used in court proceedings by SCRA and/or COPFS where appropriate</p>
Examples of sources of evidence for meeting	<ul style="list-style-type: none"> • Feedback from children about their experiences • Adherence to the Interviewer Practice Evaluation Framework • Scottish Child Interview Model Data Capture Form • Audits of child's records which illustrate support provided

these standards	<ul style="list-style-type: none"> • Audits of child's record which demonstrate how information and evidence from the interview informed ongoing care and safety planning • Application for Evidence in Chief by Prior Statement using joint investigative interview • Interview evaluation feedback from SCRA • Interview evaluation feedback from COPFS
Support and Evaluation, Learning and Development	
Quality Standards	<p>31. Proactive wellbeing support measures are in place for all interviewers</p> <p>32. The wellbeing of interviewers is supported by effective working conditions</p> <p>33. Pathways to access additional wellbeing support, when necessary, are clearly defined and accessible for all interviewers</p> <p>34. Interviewers gain confidence and skills through regular interviewing deployment</p> <p>35. The Interviewer Practice Evaluation Framework is implemented</p> <p>36. Interviewers receive feedback in relation to the quality of the interview</p> <p>37. Interviewers are supported to reflect on their own practice</p> <p>38. Interviewers are supported to access both local and national learning opportunities to continue their professional development</p> <p>39. The local child protection system operates effectively to support the Scottish Child Interview Model</p> <p>40. Ongoing implementation of the Scottish Child Interview Model is informed by data and evidence from relevant sources, central to which are the voices and experiences of children and their families</p>
Examples of sources of	<ul style="list-style-type: none"> • Team Meeting Minutes • Evidence of individual supervision with interviewers

**evidence
for
meeting
these
standards**

- Evidence of group supervision with interviewers
- Access to wellbeing and therapeutic services for staff
- Central control sheet for Interviewer Practice Evaluation Framework
- Attendance at Continuous Professional Development sessions
- Engagement with National JII Team and other experts in the field in response to planning for complex cases
- Quality assurance arrangements for the local child protection system
- Evidence of how data and evidence contribute to continuous improvement

For enquiries and further information, contact: JointInterviewProject@scotland.pnn.police.uk

More information can also be found here: [Joint Investigative Interviews of Child Victims and Witnesses | COSLA](#)