

## Forensic Interview Case Acceptance Guidance Document

**Purpose:** To accept and conduct forensic interviews from referral sources (DHHS & Law Enforcement); identify type of abuse and track victims in accordance with National Children’s Alliance guidelines and provide quality MDT services of victims and their non-offending caregivers.

**Procedure:** The CAC agrees to accept and conduct forensic interviews referred by Law Enforcement and/or DHHS (Child Protective Services) under the following circumstances:

- a. Children (ages 3+ IF verbal) alleging sexual & severe physical abuse.
- b. Children age 10 and under; aka “kid on kid”
- c. Victims with special needs
- d. Vulnerable adults
- e. Unique cases where professional experienced forensic interview skills are required.
- f. Children who are or may be a witness to violence.
- g. Children who are or may be drug endangered.
- h. Children suspected to have been a victim of child pornography.
- i. Children suspected to have been subject to human trafficking.
- j. Children suspected to have been neglected as defined by DHHS criteria.
- k. Sibling(s) of a child who has disclosed abuse in a setting where the sibling is exposed to the same perpetrator; even if they have not disclosed. Any child whom DHHS or LE feels would benefit from a forensic interview and/or who may be able to provide pertinent information to the case investigation.
- l. OTHER; (the referral source must state why the forensic interview is being requested)

1. The victim will be interviewed first and shall be reported as the VICTIM with the type of abuse.

2. Any other children (including sibling(s) interviewed shall be reported as one of the following:

- a. Witness
- b. Drug Endangered
- c. Neglect
- d. Child Pornography
- e. Human Trafficking
- f. OTHER (stating why/what reason)

3. If there is a disclosure by the victim, or other pertinent information is obtained during the interview, the MDT shall convene after the interview to determine if it is necessary to interview sibling(s) or other children associated with the case. Additionally, it shall be identified who will be conducting the subsequent interviews and where.

4. Any forensic interview conducted at the CAC that does not or will not result in criminal charges filed (specifically kid on kid situations) WILL NOT require participation or attendance of the Prosecuting Attorney’s Office or the Victim Service Coordinator.