

# Non-Mandated Reporter Interview Questions

## Introduction

1. Is your concern about a child (person under age 18) currently in Arizona?
2. What is your name and phone number?
3. How do you know the family? How did these concerns come to your attention?
4. Who have you had contact with and where? Did the child talk to you directly?
5. Have you called the Hotline before? If no, explain the interview process.

## Information Collection to make safety decisions

### Family Composition and Demographic Data

1. Who is living in the home? (Ask for the child's parents' names if the child does not live with their parents.)
2. Do you know any identifying information about the family and others living in the home (i.e. dates of birth, ages, social security numbers, and ethnicity)?
3. What is the primary language of the family?
4. What is the parents' marital status? Do you know the custody and visitation arrangements? If yes, what is the date of the next visit? Are there existing court orders regarding these arrangements?
5. If the child lives with someone other than their parent, does the caregiver have legal guardianship?
6. What is the family's home address and phone number? (Include the name of the apartment complex and trailer park, apartment or space number and directions, if needed. Verify if phone number is home or cellular.)
  - If the home address is not known, is there any other way to locate the family (i.e. school, day care, a relative's home, or caregiver's place of employment)?
  - If the child or caregiver is currently at another location (i.e. police, relative, medical facility), where is the child and/or caregiver currently located? (Include name of person and address or facility name, including room number and the expected discharge date.)
  - If the family is Native American, do you know the tribal affiliation and if they live on the Reservation?
7. Where does the child go to school and/or daycare?
  - Ask for school dismissal time if the situation may require an immediate response.

### What is the extent of current maltreatment and circumstances surrounding the maltreatment?

1. What is your concern for the child?

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Exhibit 4

# Non-Mandated Reporter Interview Questions

- Do you believe the caregiver is meeting the basic needs of the child? If no, describe.
  - Can you describe the child's appearance or behaviors (recently changed or already existing) that are of concern?
  - If the reporter has been in the home, do you have concerns about the child's living environment?
2. Did the child get injured? If yes, describe the child's injury. (Include the location, size, shape and color.)
  3. Does the child need or has the child received medical treatment?
    - If treatment is needed, what type of medical care is needed (i.e. physical or mental health treatment)? Can you describe the child's medical condition? What will happen if the child does not receive the medical care?
    - If treatment was received, when and where did this occur? Do you know the doctor's name and telephone number? Do you know the diagnosis?
  4. What was the child's statement(s) about the injury, incident or their home situation?
  5. When and where did the incident occur?
  6. Who caused harm to the child? What is the caregiver's explanation of the injuries or incident? Does the alleged perpetrator have access to the child or other children outside of the home? If yes, when and how often?
  7. Are the parents or other adults in the household aware of the incident? If yes, has any adult in the household intervened to protect the child?
  8. Are you aware if incidents like this have occurred before? If yes, describe.
  9. Were police called?
    - If yes, what department and name and phone number of the responding officer? Has an arrest been made? Do you have a DR number?

## What is the level of child functioning and adult functioning within the family?

1. Can you describe the child's overall appearance, health and well-being?
  - If the child is five or under, can you describe his/her development and verbal communication skills?
2. Does the child have any behavioral, mental, emotional, intellectual or physical conditions?
  - If yes, describe the child's behaviors associated with the condition. Is the child receiving services and from what agency?
3. Has the child expressed concern about being at or going home? Do you have concerns about the child going home? If yes, describe.
  - If yes, what has the child done or said to indicate concern?
4. Does the caregiver have any behavioral, mental, emotional, intellectual or physical conditions?
  - If yes, describe the caregiver's behaviors associated with the condition. Is the caregiver receiving services and from what agency?
5. Are you aware if anyone in the home abuses drugs or alcohol?

Exhibit 4

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- If yes, who is using and are they using in front of the child. What type of drugs and how often? Does the child have access to the drugs or drug paraphernalia?
  - Do you suspect drug sales or manufacturing in the home? If yes, describe.
6. Is there domestic violence going on among the adults in the home?
- Can you describe the domestic violence? Do you know who the abuser and victim are? How often does violence occur? Where is the child when an incident occurs?
  - Have there been injuries to adults and/or the child? If yes, describe.
  - Does either caregiver actively protect the child during the domestic violence incident? If yes, describe.

## What are the general parenting practices, including disciplinary practices in the family?

1. Have you observed the way that the caregiver interacts with the child? Is the caregiver bonded with the child? If no, describe.
2. Based on your interaction with the caregiver does it seem that they understand the needs of the child? Does the caregiver have realistic expectations of the child given the child's age/functioning? If no, describe.
3. Do you know what the caregiver uses as disciplinary methods? If yes, describe.

## Conclusion

### Social Worker Safety Concerns

Are you aware if there are any safety concerns such as pets, weapons, violence or illegal activity that may threaten a social worker's safety if they visit the home?

### Reporting Source Safety Concerns

May I document/(and have) your name and phone number as the reporting source?

- **If no:** State law requires all callers to identify themselves. DCS will keep your identity confidential unless a Court orders its release or if it is needed by law enforcement for an investigation or it is necessary to provide for the immediate safety of a child. Would you be willing to provide your information? If no, no further questions needed. **If yes,** proceed to next question.
- **If yes:** It is important that we document any concerns you may have regarding substantial risk of harm to you, someone else or the public if your name is disclosed. Do you have any concerns?