

This form is **optional** based upon the circumstances of the reported threatening behavior. You should always be careful to document any information collected that may guide decision making in a threat assessment process. Proceed with caution when making the decision not to fill out an optional form or complete an optional interview.

## Interviews

When a threat or concerning behavior is observed, obtain a specific account of the behavior by interviewing the person who made the threat or displayed the concerning behavior, if appropriate to the circumstances. Interview the intended victims, and other witnesses. Write the exact content of the threat and statements by each party. Consider the circumstances in which the threat was made and the threatening individual's intentions. **It is important to be sensitive to a person's reluctance to provide information. It will be necessary to build rapport with those you are interviewing in order for them to trust you. Interviews may take additional time because of this, but this step should not be skipped over.**

### ***Additional Interviewee (relationship with subject, not involved in incident)***

(If more than one, complete additional forms. If a group targeted, describe how subject identified the group (e.g., "everyone on this bus") and list all individuals.)

<b>Target Name:</b>	<b>ID #:</b>
<b>Affiliation:</b> <input type="checkbox"/> Administrator <input type="checkbox"/> Teacher <input type="checkbox"/> Staff <input type="checkbox"/> Parent/ Guardian <input type="checkbox"/> Other:	<b>Status:</b> <input type="checkbox"/> Current <input type="checkbox"/> Former   Grade (if student): _____
<b>School:</b>	<b>Building/Program:</b>
<b>Emergency Contact:</b>	<b>Relation</b>
<b>Home Address:</b>	<b>Phone:</b>
<b>Interviewer(s) Name:</b>	<b>Location &amp; Date:</b>

*Use these questions as a guide to interview additional people. Ask other questions as appropriate. Try to use open-ended questions rather than leading questions. If this person is a minor, record parent under emergency contact.*

1. Please describe how you know (subject).

2. Please describe their (subject) personality.

3. Do you know how they (subject) like to spend their free time? If so, please describe.

4. Do you know who they (subject) likes to spend time with? If so, who.

5. Has anything happened that you know they (subject) are upset about? If so, please describe how they have reacted to it?

6. When they (subject) become angry, frustrated or upset how do they typically react?

7. Have you ever thought that they (subject) were scary or that something they did worried you? If so, please describe.

8. Have you ever hear of them (subject) using or talking about any weapons? Do you know if they practice or train with any weapons?

9. If they (subject) were to become angry or frustrated, do you think they would be capable of violence? If so, please describe why you think this.

10. Have you ever heard of them (subject) talking about suicide or self-harm? If so, please describe.

11. Have you ever heard of them having an interest in violent things (serial killers, mass attacks, school shootings)? If so, please describe.

12. Have you heard of them (subject) planning for some sort of attack or incident? If so, please describe.

13. Have they (subject) changed in any way within the past few months? If so, please describe.

13. Who are the people who know them the best?

14. Who do they have a problem with?

15. What else we should know about this situation?

16. Will you show me their social media accounts?