



# MILWAUKEE POLICE DEPARTMENT

## STANDARD OPERATING INSTRUCTION

### FORENSIC INTERVIEWING OF CHILDREN

ISSUED: January 7, 2024

EFFECTIVE: January 7, 2024

REVIEWED/APPROVED BY:

Assistant Chief Steven Johnson

DATE: December 5, 2023

ACTION: Amends SOI (January 7, 2022)

WILEAG STANDARD(S): NONE

#### ROLL CALL VERSION

Contains only changes to current policy.  
For complete version of SOI, see SharePoint.

#### IV. QUALIFICATIONS FOR SCD COMMUNITY INTERVIEWER

Forensic interviewers assigned to SCD will be appropriately trained and qualified based on standards outlined by the National Child Advocacy Center (NCAC). These standards are provided in detail in the SCD— Department of Justice Forensic Interviewers Guidelines (2017-2022).

#### V. REQUIREMENTS FOR A CHILD TO UNDERGO A FORENSIC INTERVIEW

[Wis. Stat. § 908.08](#) discusses situations in which a recorded interview of a child can be admissible in court. ~~For this reason, SCD has not conducted forensic interviews on children ages 12 and older. However,~~ The district attorney's office has stated that in cases of intra-familial abuse, or when a child over age 12 shows signs of distress, forensic interviews can be admitted in court. The DA's office prefers that teenagers under age 17 have recorded forensic interviews in all maltreatment cases, as teenagers have a tendency to recant their statements.

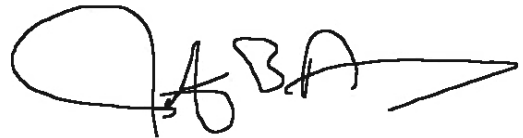
#### VII. FORENSIC INTERVIEWS AFTER CAC BUSINESS HOURS

B. If it is after CAC business hours and there is no immediacy for the forensic interview, ~~call the CAC at [REDACTED] and include the following details on their answering system:~~ members shall complete and email the *Milwaukee Child Advocacy Center Appointment Request / Referral Form* (located in the N:/drive Forms folder) to [REDACTED]

- ~~1. Name of child.~~
- ~~2. The allegations of the incident.~~
- ~~3. Parent or guardian contact information.~~
- ~~4. The investigating member's name and contact information (including member's email address and work location phone number).~~
- ~~5. Members may also complete and fax the Milwaukee Child Advocacy Center Appointment Request / Referral Form (located in the N:/drive Forms folder) in lieu of calling CAC.~~

**X. RECORDING OF CHILD INTERVIEWS**

SCD interviewers can conduct interviews in either the CAC interview suite or in the SCD interview room at the Sojourner Family Peace Center. In cases where the CAC interview room is utilized, Members will retrieve a copy of the interview and will inventory the original as evidence and distribute copies to the ADA reviewing the case. If the SCD interview room is utilized, evidence.com equipment shall be used to capture the interview. After completing the interview, members must ensure that the category for the recording is set to "SCD Forensic Interview." "Sensitive Crimes Division - Restricted" if the interview is imported to Evidence.com. This will restrict viewing of the interview. The interview can then be shared with those department members who need to view the interview or can be downloaded and duplicated for presentation in a charging conference. As with all business of the department, interviews of children must be kept confidential.

A handwritten signature in black ink, appearing to read "J.B.N." with a stylized flourish extending to the right.

JEFFREY B. NORMAN  
CHIEF OF POLICE

JBN:mfk