

# INTERVIEW CHECK LIST

\_\_\_\_\_  
*Name of Respondant*

\_\_\_\_\_  
*Date of Birth*

\_\_\_\_\_  
*Date*

\_\_\_\_\_ Intake Interview Sheet (completed)

\_\_\_\_\_ Youth Court Purpose/Mission

\_\_\_\_\_ Offense (your version of what happen)

\_\_\_\_\_ Agreement/Refusal to Participate (signed)

\_\_\_\_\_ Confidentiality

\_\_\_\_\_ Dress Code

\_\_\_\_\_ Instructions for Respondent (given \_\_\_\_\_)

\_\_\_\_\_ Defense Attorney (appointed \_\_\_\_\_)

\_\_\_\_\_ Court Date (set \_\_\_\_\_)

\_\_\_\_\_ Notice to Appear (mailed \_\_\_\_\_)

\_\_\_\_\_ Acceptance/Refusal of Disposition (signed \_\_\_\_\_)

\_\_\_\_\_ Community Service Referral Form (signed \_\_\_\_\_)

\_\_\_\_\_ Emergency Medical Release (signed \_\_\_\_\_)

\_\_\_\_\_ Community Service Placement

\_\_\_\_\_ Rules of Jury Duty (given \_\_\_\_\_)

\_\_\_\_\_ 60/90 days to complete – no extensions

\_\_\_\_\_ Notify Referring Agencies of completion/incompletion

\_\_\_\_\_  
*Interviewer*

# YOUTH COURT INTERVIEW SHEET

*(Please print or write legibly)*

Today's Date \_\_\_\_\_ SS# \_\_\_\_\_ Race \_\_\_\_\_

Name \_\_\_\_\_ DOB \_\_\_\_\_ Sex \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_

Telephone \_\_\_\_\_ Citation number(s) \_\_\_\_\_

Parent/Guardian name \_\_\_\_\_ Telephone \_\_\_\_\_

Address (if different from yours) \_\_\_\_\_

Type of offense(s) \_\_\_\_\_

Brief explanation of what happened: \_\_\_\_\_

\_\_\_\_\_

School currently attending \_\_\_\_\_ Grade \_\_\_\_\_

List any activities that show responsibility (team member, babysitting, teacher's aide, etc.)

\_\_\_\_\_

If employed, where? \_\_\_\_\_ Hrs/week? \_\_\_\_\_

Special skills/interests (computers, typing, bilingual, mechanical, young children, outdoor activities, etc.) \_\_\_\_\_

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## COMMUNITY SERVICE

Select three (3) agencies; list in order of preference:

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

**Comments (optional)** \_\_\_\_\_

<i><b>FOR OFFICE USE ONLY</b></i>	
Accepted for Youth Court	Returned to Referring Agency
Disposition Completed by	Dismissal Requested