

**AJ 71 Course Outline as of Fall 2024****CATALOG INFORMATION**

Dept and Nbr: AJ 71 Title: CJ INTERVIEW & COUNSEL  
 Full Title: Criminal Justice Interviewing & Counseling  
 Last Reviewed: 12/13/2021

Units	Course Hours per Week		Nbr of Weeks		Course Hours Total	
Maximum	3.00	Lecture Scheduled	3.00	17.5	Lecture Scheduled	52.50
Minimum	3.00	Lab Scheduled	0	6	Lab Scheduled	0
		Contact DHR	0		Contact DHR	0
		Contact Total	3.00		Contact Total	52.50
		Non-contact DHR	0		Non-contact DHR	0

Total Out of Class Hours: 105.00

Total Student Learning Hours: 157.50

Title 5 Category: AA Degree Applicable

Grading: Grade Only

Repeatability: 00 - Two Repeats if Grade was D, F, NC, or NP

Also Listed As:

Formerly:

**Catalog Description:**

In this course students will explore and practice establishing rapport, interviewing skills and methods, record keeping, and counseling techniques for entry-level practitioners in Criminal Justice agencies.

**Prerequisites/Corequisites:****Recommended Preparation:**

Eligibility for ENGL 100 OR EMLS 100 (formerly ESL 100)

**Limits on Enrollment:****Schedule of Classes Information:**

Description: In this course students will explore and practice establishing rapport, interviewing skills and methods, record keeping, and counseling techniques for entry-level practitioners in Criminal Justice agencies. (Grade Only)

Prerequisites/Corequisites:

Recommended: Eligibility for ENGL 100 OR EMLS 100 (formerly ESL 100)

Limits on Enrollment:

Transfer Credit: CSU;

Repeatability: Two Repeats if Grade was D, F, NC, or NP

## **ARTICULATION, MAJOR, and CERTIFICATION INFORMATION:**

<b>AS Degree:</b>	<b>Area</b>	Effective:	Inactive:
<b>CSU GE:</b>	<b>Transfer Area</b>	Effective:	Inactive:

<b>IGETC:</b>	<b>Transfer Area</b>	Effective:	Inactive:
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<b>CSU Transfer:</b>	Transferable	Effective:	Fall 1981	Inactive:
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<b>UC Transfer:</b>		Effective:		Inactive:
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**CID:**

**Certificate/Major Applicable:**

Both Certificate and Major Applicable

## **COURSE CONTENT**

**Student Learning Outcomes:**

At the conclusion of this course, the student should be able to:

1. Analyze, select, and demonstrate the appropriate interviewing, interrogation, and counseling strategies and techniques in a correctional system setting.
2. Demonstrate an understanding of sociological, psychological, and biosocial theories of criminology.
3. Explain the use of interviewing and interrogation in a correctional counseling setting.
4. Identify the major counseling strategies for dealing with special populations, such as person suffering from addiction and mental health issues.
5. Complete accurate and effective reports and case studies documenting interviews, interactions, and correspondence for the correctional system.

**Objectives:**

At the conclusion of this course, the student should be able to:

1. Compare and contrast contemporary criminological theories when applied to offender behavior in correctional counseling.
2. Explain the roles of criminal justice personnel.
3. Establish rapport to conduct productive interviews and interrogations in various criminal justice settings.
4. Explain of the differences between an interview and an interrogation.
5. Identify the types of interviews used in specific situations.
6. Demonstrate working knowledge of the major counseling strategies used in criminal justice encounters, including those strategies used in substance abuse, alcohol abuse, and mental health situations.
7. Describe different safety strategies that can be used during criminal justice interviewing and counseling sessions.
8. Identify specific behaviors that indicate aggressive behavior patterns and effective diffusion techniques.
9. Apply the principles of effective writing in note taking, writing reports, preparing case summaries, assessing the information and writing a report.

## **Topics and Scope:**

- I. Contemporary Criminal Theories and Modalities
  - A. Understanding theory and practice Classical Theory
  - B. Sociological theories
  - C. Psychological theories
  - D. Biosocial Biological theories
- II. Understanding the Criminal Justice Personnel Role
  - A. Goals and Objectives
  - B. Role
  - C. Subjects
    - 1. Offender
    - 2. Victim
- III. Interviewing and Interrogation - Introduction
  - A. Difference
  - B. Setting the Stage
    - 1. Location - Climate and Environment
    - 2. Interest
    - 3. Attitude
    - 4. Documentation
  - C. Types
    - 1. Directive vs. non-directive
    - 2. Information gathering vs. investigative
    - 3. Structured vs. non-structured
    - 4. Cognitive
    - 5. Kinesics
    - 6. Reid Technique
- IV. Skills
  - A. Rapport
    - 1. Rapport defined
    - 2. Building Rapport
      - a. Manipulation
      - b. Deceptions
      - c. Uncooperative subjects
      - d. Hostile subjects
    - 3. Maintaining Rapport
  - B. Listening
    - 1. Content and Context
    - 2. Silence
  - C. Observation
    - 1. Visual
    - 2. Aural
  - D. Documenting
- V. The Interview/Interrogation Process
  - A. Preparing
    - 1. Identify purpose/goals
    - 2. Collect and Organize supporting documents
    - 3. Draft Questions
    - 4. Identify and assess location
  - B. Strategies for Safety and Success
    - 1. Establish rapport

2. Assess subject
3. Safety assessment
4. Maintain focus
5. Documentation

#### VI. Special Populations

- A. Alcohol user/abuser
- B. Substance user/abuser
- C. Mentally ill/impaired
- D. Learning impaired
- E. Language barriers
- F. Medical conditions

#### VII. Effective Note Taking and Report Writing

- A. Accuracy
- B. Grammar
- C. Summarizing
- D. Organization
- E. Objectivity
- F. Factual
- G. Evidence-based

#### VIII. Counseling Techniques

- A. The 4 goals
- B. Protection of society vs. treatment of offenders
- C. Involuntary clients
- D. Setting boundaries
- E. The 3 R's: redirection, reframing, and reversal of responsibility
- F. Confidentiality and ethical issues
- G. Risk-Need-Responsibility Model

#### **Assignment:**

1. Written assignments demonstrating strategies and techniques for interviewing, recording information, assessment, and report writing.
2. Group discussions and activities to assess and/or apply interviewing and counseling techniques.
3. Practice interview and counseling documentation from interview/interrogation through final report.
4. Read 15-30 pages per week.
5. 2 exams and a final exam.

#### **Methods of Evaluation/Basis of Grade:**

**Writing:** Assessment tools that demonstrate writing skills and/or require students to select, organize and explain ideas in writing.

Written assignments
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Writing 25 - 35%
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**Problem Solving:** Assessment tools, other than exams, that demonstrate competence in computational or non-computational problem solving skills.

Group discussions and activities	Problem solving 20 - 30%
<b>Skill Demonstrations:</b> All skill-based and physical demonstrations used for assessment purposes including skill performance exams.	
None	Skill Demonstrations 0 - 0%
<b>Exams:</b> All forms of formal testing, other than skill performance exams.	
Exams, final examination	Exams 30 - 40%
<b>Other:</b> Includes any assessment tools that do not logically fit into the above categories.	
Graded in-class practice of interview and counseling documentation	Other Category 15 - 25%

**Representative Textbooks and Materials:**

Interviewing in Criminal Justice: Victims, Witnesses, Clients, and Suspects. Lord, Vivian and Cowan, Allen D. Jones and Bartlett Learning. 2010 (classic)

Interviewing and Interrogation for Law Enforcement. 2nd ed. Hess, John. Routledge. 2010 (classic)

Interviewing and Investigation: SmartTalk (What's New in Criminal Justice). 2nd ed. Gosselin, Denise. Pearson. 2018