

Top 20 Questions to Ask in Investigation Interviews

Many investigators make a list of predetermined questions to ask. Some experts say that this approach limits the information the investigator will get from the interview because it constrains the conversation within a rigid framework. Investigators who use pre-set questions only as a starting point and treat the interview as a fluid conversation are more likely to find their way to the truth. Use these 20 questions as a guide to frame your interviews.

The Basics

1. What happened?
2. Where did it happen?
3. When did it happen?
4. Who did it?

The Context

5. Has it happened before?
6. How often?
7. Who else was present?
8. Do you know of others who may have been affected by the incident or behavior?
9. Who else may have seen or heard the incident or behavior?

The Reaction

10. How did you react?
11. How did any others present react?
12. Did you ever indicate that you were upset or offended by the incident or behavior?
13. Have you discussed the incident or behavior with anyone?
14. Has anyone else reported this?

The Impact

15. How has the incident or behavior affected you?
16. How has the incident or behavior affected your job?
17. Have you sought medical treatment or counseling because of the incident?

Additional Questions

18. Do you have any evidence or documentation about the incident or behavior?
19. Is there anyone else who may have relevant information?
20. Is there any other relevant information that I haven't asked you about?

