



Course Title: 7.11 MLEAP Preliminary Investigation

Time: 1 hour

Course Description: This course provides the basic concepts, guidelines, and requirements when law enforcement personnel are dispatched to a call for service and are required to conduct a preliminary investigation. This course meets Level 2 MLEAP training requirements.

Learning Objectives:

- Understanding the components of a thorough preliminary investigation.
- Understanding how the preliminary investigation fits into the complete investigative process.
- Understanding the importance of obtaining as much information at the scene as possible.
- Understanding how to complete reports in a manner that meets the needs of the department and victim.

Course Outline Sections:

- Preliminary Investigation
 - The Dispatcher's Role
 - Impact of the 911 Dispatcher
 - Prioritizing Information Collection
 - Calming the Caller
 - Open-Ended Questions
 - Definition
 - Examples of Open-Ended Questions
 - Expand with Closed-Ended Questions
 - Why Use Open-Ended Questions?
 - Closed-Ended Questions



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- Definition
 - When to Use Closed-Ended Questions
 - Avoiding Compound Questions
 - Example of a Compound Question
 - Summary
- Investigating the Scene as a Preliminary Investigating Officer
 - Initial Scene Entry and Observation Considerations
 - Caution Before Entry
 - Environmental Observations
 - Principle and Policy
 - Procedure Part 1
 - Provide Aid and Secure the Scene
 - Determine the Nature of the Offense and Suspects
 - Witness Identification and Management
 - Procedure Part 2
 - Witness Canvassing
 - Evidence Collection
 - Interviews and Documentation
- Obtaining Information from Witnesses
 - Principle and Policy
 - Establish Rapport with the Witness
 - Inquire About the Witness's Condition
 - Use Open-Ended Questions
 - Limitations of Closed-Ended Questions
 - Transitioning to New Topics of Inquiry
 - Leading Questions
 - Clarify and Record Witness Information
 - Encourage the Witness to Share New Information
 - Media and the Witness
 - Preserving Witness Independence
- QUIZ: Preliminary Investigation