



## Verification Report Screening Interview

Task	Tick
<p>Confirm that the defendant plans on entering a Guilty plea, due to them being listed in the Guilty Anticipated Plea (GAP) Court.</p> <p><i>In the event they advise that they intend to plead Not Guilty, or they dispute facts about the case, the screening interview should not proceed.</i></p>	
<p>Provide a summary of what the Verification Report is and is not;</p> <p><i>It is a brief report for cases that have been identified as potentially being of low complexity and where only punitive sentences may be under consideration. It is not an assessment and does not involve the same level of detail as a Pre-Sentence Report.</i></p>	
<p>Advise the defendant that other report pathways remain available to assist the Court with sentencing, depending on the information gathered and disclosed during the screening interview.</p>	
<p>Check with the defendant that that information that has been gathered as part of pre court preparation is accurate within the report, eg personal details, current addresses, and the offence/s for which they intend to plead guilty to.</p>	
<p>Complete the <b>Diversity and Inclusion Form (DIF)</b> with the defendant and consider information shared.</p> <p><i>When considering the suitability of any sentence, diversity and inclusion information must be taken in account to ensure that the sentence imposed is fair, proportionate and achievable. In the event the author considers that diversity issues need to be more rigorously considered, a Verification Report would not be considered suitable.</i></p>	
<p>Check with the defendant that the details included in the request for domestic abuse and safeguarding information are accurate to ensure sufficient checks have been made.</p> <p><i>If new information is disclosed about relationships/children or addresses that means further checks are required, immediate action should be taken to make these requests to increase the likelihood of the timely completion of the Verification Report.</i></p> <p><i>Professional override: If there are exceptional circumstances why you feel you can proceed without further checks being made (for UPW only) please seek SPO approval and note rationale on NDelius.</i></p>	
<p>Discuss and verify the defendant's current circumstances, covering:</p> <ul style="list-style-type: none"> <li>Accommodation status and address/es. <i>Consider the information and detail that is required when seeking informed consent from the main home occupier for an Electronically Monitored Curfew (in appropriate cases)</i></li> <li>Dependant and caring responsibilities</li> <li>Employment/Education/State Benefits</li> <li>Health Conditions</li> </ul>	

Checklist completed by (print name):-	Date:
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