Phone Threat Checklist

1. Date of Call ___________ 2. Time of Call ___________

3. Exact Words of Caller: ______________________________________
   ___________________________________________________________
   ___________________________________________________________
   ___________________________________________________________

Ask the Caller: (ask these questions in the following order)

4. Who are you talking about? __________________________________
   ___________________________________________________________

5. Why are you making these comments? _________________________
   ___________________________________________________________

6. Is there any other way to help you? ___________________________
   ___________________________________________________________

7. What is your name and telephone number? ______________________
   ___________________________________________________________

8. Are you really threatening someone? ___________________________
   ___________________________________________________________

Note the Following:


12. Speech Pattern:  
    _____Slow _____ Excited _____ Disguised _____ Broken _____ Normal
    _____Rapid _____ Loud _____ Slurred _____ Sincere

13. Background Noises: _______________________________________
    _________________________________________________________

14. Additional Comments: _____________________________________
    _________________________________________________________

15. Name of Person Receiving Call: ______________________________
Office: ________________________  Phone: ______________________