



AGENCY ASSESSMENT REPORT

AGENCY ASSESSMENT RUBRIC

The Agency Assessment Rubric evaluates each criterion on a scale of 1 to 4. Details about the ratings and the scoring method, which are based on the thoroughness of the investigation into each criterion, are provided below.

RUBRIC RATING SCALE 1 – 4

1: INSUFFICIENT INVESTIGATION

- ***Does not provide*** an understanding of the candidate's character
- Sources of information are inadequate or non-credible; sources/data utilized may not be documented; no attempt to collect information was made.

2: INEFFECTIVE INVESTIGATION

- ***Provides a limited understanding*** of the candidate's character
- Sources utilized are poorly documented; limited number of sources contacted; limited number inquiries/searches made.

3: EFFECTIVE INVESTIGATION

- ***Provides an adequate understanding*** of the candidate's character
- Sources of information used are adequate and credible; sources are adequately documented; most available sources of information utilized.

4: OUSTANDING INVESTIGATION

- ***Provides a very detailed understanding*** of the candidate's character
- Sources of information are well chosen and credible; sources utilized are completely and thoroughly documented; all available sources of information utilized.

RUBRIC SCORING

- 0 – 10: Investigation ***is not in compliance*** with Comprehensive Standards
- 11 – 16: Investigation ***is in compliance*** with Comprehensive Standards

RUBRIC CRITERIA

- **Character Fitness:** Personal Traits and Integrity; Identifying Behavior both Positive and Negative
- **Law Enforcement & Court Contacts:** Identifying Potential Illegal Behavior or Behavior that shows lack of Integrity
- **Personal Protection Orders, Marriage Status, Residency & Address Verification:** In person interview of PPO plaintiff; Obtain marriage certificate or divorce records
- **Previously Employed Law Enforcement Officers:** Use questionnaires; interview previous supervisors/co-workers; review conducted background investigations