HDLC/DLC2 Practical Exercise

Preemployment Breakdown

# Part 1/5 – Case Details

**Instructions:** Please read the following case scenario:

# A job applicant has taken a preemployment test (MCT protocol). The test included these topics:

1. Illegal drug use in the past 5 years
2. Theft of items valued over $300
3. Serious crimes committed as an adult
4. Ties to terrorists

The test results included a failing score for the R1 issue (illegal drug use). Consequently, a post-test interview was conducted; the candidate admitted smoking marijuana one time, 11 months ago, at a party. He claimed no other illegal drug use. The MCT test instructions mentioned that marijuana use is disqualifying, even if recreational use is legal in the applicant’s location. The employer decided that a single use of marijuana would not disqualify the applicant, but wished to retest the applicant on illegal drug use to determine if any other illegal drugs were used in the 5-year time period, other than the one instance of marijuana use disclosed.

# Part 2/5 – Relevant Topic

**Instructions:** Choose the relevant topic to address the test needed. Given the applicant confessed, the topic should include indirect question (if there is anything else to disclose, or if any information has been withheld).

*Relevant test topics need to follow these guidelines:*

* *Focus on specific actions or behaviors.*
* *Focus on the examinee’s experience or actions – not those of others.*
* *Be clear and concise – not subjective.*
* *Use time frames to narrow the scope.*
* *Don’t ask about intent, desires, or emotions.*
* *Don’t use accusatory or assuming language.*

*Don’t use legal, emotionally charged, or judgmental terms.*

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| **R1** |  |

# Part 3/5 – Directed Lie Phrase

**Instructions:** Choose a directed lie introductory phrase from the list below. Choose a longer phrase if the relevant statements are longer. This will help with balance.

* In your entire life
* In your entire lifetime
* In your entire life as an adult

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| **DL (R2)** |  |

Cont.

# Part 4/5 – Test Instructions

**Instructions:** Write the pre-test instructions for the relevant topic and directed lie phrase by altering the “instructions” text shown in blue below. Do not alter the “example” text shown in gray text below.

*Please follow these guidelines when writing the pre-test instructions:*

* *Be specific – include time frames, definitions, and examples.*
* *Operationally define names, dates, and places – that girl, that boy, that day, that time, etc.*
* *Be simple – avoid wordiness and confusing language.*
* *Ensure the directed lie introductory phrase is consistently the same wherever mentioned.*
* *Proofread and avoid grammatical and spelling errors.*

*NOTE: Consider using HTML codes and bullet points to help with the visual presentation of the instructions for the examinee (A <br> is a hard return or line break. A <br><br> is a double line break or space).*

*Delete or add rows below where necessary.*

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| **Instructions** | **Example** |
| **Pretest instructions - Add introductory explanation...** | Explain testing scenario – acknowledge confession, etc. For example: You have just had a discussion... The test proctor should now be aware of all... This test will ask if, besides what you have disclosed, do you have... |
| **Pretest instructions - give examples and operational definitions...** | Add additional information about the test. If needed, state what was reported/claimed, include definitions, examples, and operational define words. |
| **Pretest instructions - give examples and operational definitions...** | Add additional information about the test. If needed, state what was reported/claimed, include definitions, examples, and operational define words. |
| **Pretest instructions - Restate testing topic..** | Again, this test will ask if... This test will give you the opportunity to show that you are being truthful about... |
| First, you will be asked if **you…** | Restate the main testing topic |
| All of the directed lie questions will start with the phrase, "**INSERT DIRECTED LIE PHRASE**." When you hear the phrase, "**INSERT DIRECTED LIE PHRASE**," you should immediately recognize that question as one you must lie to. | Make sure to use the same Directed Lie Phrase throughout the entire test. |
| Example: "**INSERT DIRECTED LIE PHRASE**,” have you ever broken a rule?" This question starts with, "**INSERT DIRECTED LIE PHRASE**," so you should recognize it as a question that you should lie to. You should answer this question No to indicate that you have never broken a rule. This, of course, is a lie because everyone has broken a rule at some point in their life. | Make sure to use the same Directed Lie Phrase throughout the entire test. |
| Example: "**INSERT DIRECTED LIE PHRASE**,” have you always been honest?" This question starts with, "**INSERT DIRECTED LIE PHRASE**," so you must lie to it. You would answer this question Yes to indicate that you are honest all the time. Since everyone, including you, has been dishonest at some point in their life, this is a lie. | Make sure to use the same Directed Lie Phrase throughout the entire test. |
| Example: "**INSERT DIRECTED LIE PHRASE**,” have you lied to cover up a mistake?" This question also starts with, "**INSERT DIRECTED LIE PHRASE**," so you must lie to it. You should answer this question No to deny that you ever lied to cover up a mistake. Again, this is untrue because everyone has lied to cover up a mistake sometime in their life. | Make sure to use the same Directed Lie Phrase throughout the entire test. |

# Part 5/5 – Practice Test and Test Questions

**Instructions:** Adjust the directed lie introductory phrase for the practice test (change “practice” text shown in blue below). Write the relevant and directed lie questions by altering the text shown in blue below. Use the “example” text shown in gray below as a reference, if needed.

*Please follow these guidelines when writing the statements:*

* *Include 3 NO for the relevant topic.*
* *Include 1 YES and 2 NO for the directed lie – ensure the introductory phrase is consistent in all questions.*
* *All questions should be unique.*
* *Balance the questions to be roughly the same length. To do this, you can alter the directed lie introductory phrase.*
* *Ensure the neutral question at the bottom of the list is customized to the relevant topic.*
* *Ensure the directed lie introductory phrase is consistent with the instructions.*
* *The relevant questions should refer to the same behavior or question described in the test instructions.*
* *Replace names, dates, and places with operational definitions – that girl, that boy, that day, etc.*
* *Keep things simple. Do not use convoluted words or spelling or grammatical errors.*
* *Include time frames, operational definitions, and other qualifiers from the instructions.*

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| **Practice** | **Example** |
| **INSERT DIRECTED LIE PHRASE**, have you followed every rule and regulation? | Make sure to use the same Directed Lie Phrase throughout the entire test. |
| **INSERT DIRECTED LIE PHRASE**, have you made any mistakes? | Make sure to use the same Directed Lie Phrase throughout the entire test. |
| **INSERT DIRECTED LIE PHRASE**, have you ever lied to anyone? | Make sure to use the same Directed Lie Phrase throughout the entire test. |
| **INSERT DIRECTED LIE PHRASE**, have you always been honest? | Make sure to use the same Directed Lie Phrase throughout the entire test. |
| **INSERT DIRECTED LIE PHRASE**, have you made at least one mistake? | Make sure to use the same Directed Lie Phrase throughout the entire test. |
| **INSERT DIRECTED LIE PHRASE**, have you broken at least one rule or law? | Make sure to use the same Directed Lie Phrase throughout the entire test. |

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| **R1 - No** | **Example** |
| **Did you...?** | Should be asking if hiding anything else? |
| **Have you...?** | Should be asking if there is anything else besides what was disclosed? |
| **Are you guilty of...?** | Should ask if they are still lying about behavior? |

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| **DL (R2) - Yes** | **Example** |
| **INSERT DIRECTED LIE PHRASE...have you…** | In your entire life, have you always been honest with everyone? |

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| **DL (R2) - No** | **Example** |
| **INSERT DIRECTED LIE PHRASE...have you…** | In your entire life, have you ever broken a rule or law? |
| **INSERT DIRECTED LIE PHRASE...have you…** | In your entire life, have you ever made a mistake? |

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| **Neutral - Yes** | **Example** |
| Do you intend to answer truthfully to all of the questions about**…INSERT MAIN TOPIC…**? | Restate main topic |