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Personal History Questionnaire

Use a pen. Do NOT use a marker

In accordance with the Americans with Disabilities Act of 1990, we will make necessary arrangements for individuals who are physically challenged and need special accommodation to complete this survey, or any other assessment exercise. If you have a disability or condition which requires accommodation, please inform us and we will provide the necessary assistance.

I will be truthful and straightforward in my	responses to this question	onnaire: Yes Maybe	□ No □ D	OB:	
Name:	Mdl Int Phone : _	Age	: Sex:	Today's date	:
Address:	City:	State: Zip: _	SS: XXX	Χ-XX	
What job are you applying for:		Company/agency name	e:		
Your primary ethnicity? Circle one: Alaska	an Native, American Ind	lian, Asian, Black, Hispanic,	Pacific Islander,	White, other	:
How many times have you been married? (0 1 2 3 4 Current	marital status: Single	Married	(date)	
Divorced (date) Enga	ged (date)	Separated (date)	Widowe	d (date)
Is spouse employed? Spouse's occ	cupation:	Spou	se's employer: _		
How many children were in your family? _	How many cl	hildren do you have?	Age of child(ren)	
Father's present or former occupation?		Mother's present or forme	r occupation?		
Did you live with both parents the first 18 y	vears of life? If	not, please explain:			
High school attended:	List any extra-cures, what year? I	rricular activities (i.e., sports Did you attend an "alternativ	, clubs, band, etc e high school? Y	.) Yes No	
List business school, trade school, college or university attended – even if yo	ou didn't graduate	Course of study (major)	Years attended	Degree received	Grade avg. or GPA
Name:			From 20	AAS,	
City & state			To 20	BA	
Name:					
City & state					
Name:					
City & state					
City & state Were you ever suspended from college, pla	ced on academic probati	ion, or asked not to return?	Yes No Dat	es:	
	ced on academic probati	ion, or asked not to return?	Yes No Dat	es:	

Employment History 2

List **ALL** jobs and self-employment, beginning with present job. Include any periods of unemployment greater than 3 months in duration. Please write out your responses and do not use acronyms and abbreviations. Use the backside if necessary.

	0.00
1 From to Employer:	Office use only
Total months on job City & state:	
Starting position/title:	
Duties:	
•	
Duties:	
Reason for leaving:	
Did you receive any warnings, reprimands, or disciplinary action(s):	
Avg. hrs. worked per week: Were you fired or forced to leave:	
2 From to Employer:	
Total months on job City & state:	
· ·	
Starting position/title:	
Duties:	
Final position/title:	
Duties:	
Reason for leaving:	
Did you receive any warnings, reprimands, or disciplinary action(s):	
Avg. hrs. worked per week: Were you fired or forced to leave:	
<i>U</i> 1 ——— <i>y</i> ———	
1.7	
3 From to Employer:	
Total months on job City & state:	
Starting position/title:	
Duties:	
Final position/title:	
Duties:	
Reason for leaving:	
Did you receive any warnings, reprimands, or disciplinary action(s):	
Avg. hrs. worked per week: Were you fired or forced to leave:	
Avg. his. worked per week were you fried or forced to leave	
4 From to Employer:	
Total months on job City & state:	
Starting position/title:	
Duties:	
Duties:	
Reason for leaving:	
Did you receive any warnings, reprimands, or disciplinary action(s):	
Avg. hrs. worked per week: Were you fired or forced to leave:	
5 From to Employer:	
Total months on job City & state:	
Starting position/title:	
Duties:	
Final position/title:	
Duties:	
Reason for leaving:	
Did you receive any warnings, reprimands, or disciplinary action(s):	
Avg. hrs. worked per week: Were you fired or forced to leave:	
11.6. ms. worked per week were you med or forced to leave	

6 From to Employer:	Office use only
Total months on ich City % state.	·
Total months on job City & state:	
Starting position/title:	
Duties:	
Final position/title:	
Duties:	
Reason for leaving:	
Did you receive any warnings, reprimands, or disciplinary action(s):	
Avg. hrs. worked per week: Were you fired or forced to leave:	
7 From to Employer:	
Total months on job City & state:	
Starting position/title:	
Duties:	
Final position/title:	
D. Charles	
Duties:	
Reason for leaving:	
Did you receive any warnings, reprimands, or disciplinary action(s):	
Avg. hrs. worked per week: Were you fired or forced to leave:	
8 From to Employer:	
Total months on job City & state:	
Starting position/title:	
Duties:	
Final position/title:	
To all	
Reason for leaving:	
Did you receive any warnings, reprimands, or disciplinary action(s):	
Avg. hrs. worked per week: Were you fired or forced to leave:	
9 From to Employer:	
Total months on job City & state:	
Starting position/title:	
Duties:	
TO 1 1.1 1.1 1.11	
D. Charles	
Reason for leaving:	
Did you receive any warnings, reprimands, or disciplinary action(s):	
Avg. hrs. worked per week: Were you fired or forced to leave:	
10 From to Employer:	
Total months on job City & state:	
Starting position/title:	
Duties:	
Final position/title:	
Duties.	
Duties:	
Reason for leaving: Did you receive any warnings, reprimands, or disciplinary action(s):	
Avg. hrs. worked per week: Were you fired or forced to leave:	

Volunteer or Community Involvement	nt					4
1 From to Agency:						Office use only
m/y m/y City & state: _						
Activities:Supervisor:						
Supervisor:	receive	scho	ol credit?	Yes	No	
Total # hrs. worked:						
2 From to Agency: m/y m/y City & state: _						
Activities:						
Supervisor:	receive	scho	ol credit?	Vac	No.	
Total # hrs. worked:	i ieceive	SCHO	or credit?	1 68	NO	
The following questions pertain to your w	ork hist	ory in	its entire	ty. Plea	se circle	your response.
Office use only	Yes	No	Have you	ı been iı	volved i	in any litigation or lawsuits?
	Yes	No	Have you		en fired	from a job, terminated from a job, or forced to leave for
	Yes	No	Have you employer		ceived a	any reprimands, warnings, or disciplinary action from an
	Yes	No	Have you supervise	a experience that a	esulted i	terpersonal difficulties with co-workers, subordinates, or in disciplinary action, a decision to leave, or party (e.g., manager, director, arbitrator).
	Yes	No	Have you	ı ever be	en suspe	ended from a job, or forced to take a leave of absence?
	Yes	No	Have you	ı ever re	ceived b	pelow average or unsatisfactory performance reviews?
	Yes	No	Has any	employe	r noted	concerns or problems because you were late or absent?
	Yes	No	•	u ever re	quired to	o go through re-training, or had your training or
	Yes	No		-		report someone who is stealing from his / her employer?
	Yes	No	-			ou ever fail to complete the probationary period?
	Yes	No				concerns or problems because you were involved in while at work?
	Yes	No		ı ever be	en press	sured into resigning from a job, or resigned from a job
How many times have you been late to wo	rk durir	ng the	nast vear?)		
		_	_			
	auring	tne pa	ist year (ex	cluding	scheau	ed days off such as vacation)?
Military Service						
Circle the response which best describes the	he detai	ls of y	our milita	ry servi	e.	
Branch served in: None (if None, please so you have an <i>active</i> security clearance?	kip this	section	on) Ar	my	Navy Date	Air Force Marines Natl. Guard Coast Guard es of active service: From: To:
What was your job assignment:	norable	g	eneral exp			Rank at discharge (e.g., E-3):
Did you receive any documented discipl		3	Yes	No		Office use only
Did you receive any verbal reprimands of		line?	Yes	No		•
Were you ever court-martialed?	nant A.	ticlo	Yes	No		
Did you receive any nonjudicial punishn 15's, 86's Captain's Mast, or the like?	iciii, Al	ucie	Yes	No		
Were you ever demoted in rank?			Yes	No		
Were you in combat?			Yes	No		
Were you diagnosed with a head injury?			Yes	No		

activities / Significant Accomplishments
Vame:
) List any significant personal accomplishments or recognitions received:
) List any significant work accomplishments or recognitions received:
) List any other language(s) you speak. Indicate how you acquired those skills?
Currently, what do you do with your free time? Hobbies, interests?
) During the last several years, describe the three most dangerous things you've done, or most dangerous situations you were in:
elf Insight
) Do you acknowledge that every individual, yourself included, has strengths and weaknesses? Yes \(\sigma \) No \(\sigma \)
) What person in your life had/has the greatest influence on you?
) What personality characteristics about yourself would you most like to change?
) If you were not in your present career field, what field would you like to pursue?
0) What non-family person do you most admire, respect or wish to be like? Why?

11) As an ADULT which behaviors have you demonstrated when angry or frustrated? Circle "Yes" or "No"

debating, arguing or possibly raising one's voice.	Yes	No	being grouchy or rude to others	Yes	No
slamming doors, cabinets, etc.	Yes	No	have a drink (beer, wine, etc.)	Yes	No
breaking and or kicking things	Yes	No	crying	Yes	No
gave someone the "silent treatment" or "cold shoulder"	Yes	No	headache, bad stomach, turning red, muscle tension, or other physical symptom, etc.	Yes	No
damaged some object	Yes	No	waved or gestured with arms or hands, etc.	Yes	No
got so frustrated you had to leave work / house	Yes	No	passive aggressiveness	Yes	No
drove a vehicle in an unsafe or aggressive manner	Yes	No	repressing or internalizing anger	Yes	No
physical aggression or abuse toward another	Yes	No	seclusion of self from others	Yes	No
verbal exclamation or nonverbal expressions	Yes	No	stamping your feet, pounding with fists	Yes	No
throwing things (household items, tools, keys, etc.)	Yes	No	obsess or dwell on the matter	Yes	No
let it go for now and plan a response for later	Yes	No	punching holes with your fist	Yes	No
threatened with lawsuit, call cops, small claims	Yes	No	angry e-mails, texts or Facebook posts	Yes	No
overeat	Yes	No	exit situation, walk away	Yes	No
swearing	Yes	No	distract self with recreational or social activities	Yes	No
verbal or written threats, sanctions or consequences	Yes	No	refuse to talk, shut down, denial	Yes	No
said some things you regretted later	Yes	No	restrained yourself from taking inappropriate action	Yes	No

Personal Adjustment	
Varconal Adultiment	
r ersonal Adjustinent	U

Name:			
manne:			

Please answer the following questions as honestly as possible. Circle your response. For any items you answer "yes," please provide additional information as requested. Use the backside of this page if necessary.

auditional miormation as requested	a. est are energine of any pag	ge ii necessary.						
1) How would you describe your with life? Explain briefly:	current state of well-being and	d satisfaction Poor	Fair G	reat		Office	use only	
2) Were you ever diagnosed with	a learning disability?		Yes	No				
3) During your elementary school seen by a mental health profess	No							
4) During your middle school ye mental health professional?	ears (12-14 yrs.) were you ever	r referred to or seen by a	Yes	No				
5) During your high school years	s (15-18 yrs.) were you ever re	eferred to or seen by a	Yes	No				
mental health professional? 6) Since your high school years, health professional?	were you ever referred to or se	een by a mental	Yes	No	-			
health professional? 7) Have you had any extended pe	•	nt, mental illness, or	Yes	No	-			
unhappiness? Explain briefly		1 1			-			
8) As an adult, describe the most			17		-			
9) Within the past 5 years, have y If so, circle those that apply			Yes	No				
Depression	Obsessions	Suicidal thoughts	i					
Anxiety Fears	Rage Sleep problems	Feeling unfairly treated Attention deficit/ hyper						
Confusion	Eating disorder	Hallucinations	activity					
Excessive worry	Compulsions	Significant change in w	eight					
Isolation/withdrawal	>48 hrs without sleep	Lack of self control	8					
Panic attack	Hopelessness	Other troubling feeling	s/though	nts				
Paranoia	Fainting	Emotions out of contro	1					
10) Were you ever admitted, or refor mental health treatment of	eferred to, an inpatient or out or rehabilitation (drug, alcohol	tpatient treatment facility l, gambling, etc.)?	Yes	No				
11) Have you experienced difficu	ulty due to chronic pain?		Yes	No				
12) Have you ever called a crisis	*		Yes	No				
13) Has anyone in your family, e or committed suicide? If yes		r friends attempted	Yes	No				
14) How satisfied are you with you relationship, circle N/A	our current relationship? If no	ot in a little	avg n	nuch				
15) My longest steady romantic r of: yrs.	relationship started in and	d ended in lastin	g a total	-				
16) Have you ever called a crisis	hotline for any reason?		Yes	No				
17) Has anyone in your family, e or committed suicide? If yes		r friends attempted	Yes	No				
18) List the names of three indivi	iduals you could turn to with a	problem:						
19) Recently, how much turmoil	has there been in your life?		No	one	Little	Avg	Avg +	Much
20) Are you experiencing any hea	alth or medical problems that a	are a concern to you?	No	one	Little	Avg	Avg +	Much
21) To what extent have you suff someone close to you, relation	•	ss, divorce, death of	No	one	Little	Avg	Avg +	Much
22) To what extent are you likely	to experience a loss in the fut	ture (job, death, \$, etc.)?	No	ne	Little	Avg	Avg +	Much
23) To what degree are you feeling	=		No	ne	Little	Avg	Avg +	Much
24) How much enjoyment or plea		ar daily activities?	No		Little	Avg	Avg +	Much
25) Compared to usual, how muc			No		Little	Avg	Avg +	Much

Personal Ad	iustment ((cont'd
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1) Were you ever treated by or referred to a mental health professional (counselor, social worker, therapist, psychologist, psychiatrist, etc.)? Exclude marital, pastoral or vocational counseling.	Yes	No	Office use only
2) At what point in your life was your self-esteem at its lowest?			
☐ Childhood, ☐ Middle school, ☐ High school, ☐ College, ☐ Adulthood, ☐	Now		
3) Have you experienced eating problems such as binging & purging, anorexia or abuse of laxatives?	Yes	No	
4) Were you ever referred by an employer or court ordered to a mental health evaluation or treatment? (e.g., fitness for duty exam, anger mgmt class, parenting classes)	Yes	No	
5) Have you had any emotional or psychological conditions that affected your ability to do your job?	Yes	No	
6) Do you have any untreated medical conditions?	Yes	No	
7) Were you ever hospitalized involuntarily (against your will)?	Yes	No	
8) Were you ever in the hospital for three or more days? If "yes" describe reason:	Yes	No	
	**		
9) Were you ever prescribed medication for a behavioral or emotional condition (anti-depressants, anxiety meds, etc?) Date prescribed:	Yes	No	
10) List any prescription medications you currently take. Do not list birth control or med sexual functioning. Do the best you can with spelling. 1 Reason: Since	ication:		
2 Reason:Since	e		
3 Reason: Since	e		
4. Reason: Since			
11) Since the age of 16 years, list the date (year only) of all hospital admissions or instand which you were treated by emergency medical personnel:			
12) Did you ever fail a drug test?	Yes	No	
13) Were you evaluated by a mental health professional for any reason (custody eval., disability determination, VA, pre-employment psychological, etc.)?	Yes	No	
14) Has any psychological, emotional or mental condition impaired or limited your ability to function on a daily basis?	Yes	No	
15) During the past 5 years, have concerns from home or your personal life interfered in your work functioning?	Yes	No	

Alcohol and Drug Note: One standard drink = 12 oz. beer, 5 oz. wine or 1 shot of hard liquor.			8
1) Do you currently drink alcohol?	Yes	No	Office use only
2) Did you ever consume enough alcohol that you threw up?	Yes	No	
3) If your department wanted to take advantage of the fact you were a new officer, and as work undercover, how many beers could you drink before you were no longer effective $\Box 0$, $\Box 1$, $\Box 2$, $\Box 3$, $\Box 4$, $\Box 5$, $\Box 6$, $\Box 7$, $\Box 8$ or more		u to	
4) If you consumed more alcohol in the past than you do now, about what ages were you drank the most? □ N/A or Age: to	when y	ou .	
5) How often do you have a drink containing alcohol? □ Never □ monthly or less □ 2-4 times a month □ 2-3 times a w	eek		
☐ 4 times a week ☐ 5-6 times a week			
6) How many standard drinks containing alcohol do you have on a typical day?			
$\square \ 0-2, \square \ 3-4, \square \ 5-6, \square \ 7-9, \square \ 10-11, \square \ 12 \text{ or more}$			
7) How often do you have six or more drinks on one occasion? □ Never □ Less than monthly □ Monthly			
\square Weekly \square Almost daily \square Daily			Audit:
8) Did you ever make the decision to stop drinking alcohol—for any reason?	Yes	No	
9) What is the worst thing you did (or had happen to you) while you were under the influ alcohol?	ence of	•	
10) Have you ever tried or used illegal drugs? If "yes" please list ALL drugs used, date last used and total number of times you used the drug. Use back if necessary.	Yes	No	
1 date of last use:# times u			
2date of last use:# times use:	used		
4. date of last use: # times of the date of last use:	used used		
11) If you listed any drugs above, what did you like about the drug?			
1			
2			
3			
4.			
12.			
13) Have you ever used marijuana, legally or illegally? Last occurrence:	Yes	No	

Yes

Yes

Yes

No

No

No

14) Have you ever used alcohol or illegal drugs while at work?

pharmacy or licensed prescriber?

15) Have you sold any illegal drugs, prescription medication, or drug paraphernalia?

16) Have you bought or obtained prescription medication from someone other than a

Background		9
Name:		
Please answer the following question of this page to clarify circumstant		ossible. For any items you answer "yes," write an explanation on the backside
The following questions pertain to	your financial histo	ry in its entirety . Please circle your responses.
Office use only	Yes No	Have you experienced any financial problems?
	Yes No	Were your wages ever garnished? Date(s)
	Yes No	Have you ever filed for bankruptcy? Date(s)
	Yes No	Were you ever delinquent in paying child or spousal support?
	Yes No	Did you file a tax return AND pay tax for every year you were required to?
	Yes No	Were you ever served an eviction notice?
	Yes No	Were you ever in foreclosure or had assets repossessed?
	Yes No	Have any of your financial obligations been in collections?
	Yes No	During the past three years, have you written (or been a party to) a check that was returned for insufficient funds?
	Yes No	Were you ever delinquent on a student or government backed loan?
	Yes No	Do you owe any state or federal taxes or back taxes?
The following questions pertain to	your driving history	in its entirety . Please circle your responses.
Office use only	Yes No	Was your driver's license ever suspended, revoked, or limited in any way?
	Yes No	Have you been involved in an automobile accident that was not reported?
	Yes No	Were you ever cited for careless or reckless driving? Date:
	Yes No	Have you operated a motor vehicle under the influence of alcohol or illegal drug such that you would have been arrested if stopped by police? Date of most recent occurrence:
	Yes No	Did you ever drive a vehicle without a license or proper insurance? Dates:
	Yes No	Were you ever denied auto insurance or had an existing policy cancelled?
	%	What percentage of the time do you wear seatbelts? (i.e., 50%)
	Yes No	Have you experienced any arguments or physical confrontations resulting from a driving dispute?
	Yes No	Have you ever failed to obey a traffic signal or road sign?
	Yes No	Have you ever used a motor vehicle in a threatening or manipulative fashion, e.g., tailgating or menacing?

Name:				
Please answer the following questions honestly by circling your responsion as requested using the back of this page	onse. For an	ny items yo	ou answer	"yes" to, please provide additional
1) Have you ever been charged with DUI or DWAI? If "yes" please	give dates	Yes	No	Office use only
Have you ever been arrested? If "yes" please list date, charge, and (i.e., dismissed, convicted) for each arrest. Date Charge Outcome		Yes	No	
		_		
3) Were you ticketed for a non-driving offense, such as MIP of alco Date(s):	hol?	Yes	No	
4) Were you involved in any matters in which the court records were information was expunged?	e sealed or	Yes	No	
5) Were you ever charged with a crime or questioned by the authoric crime? If so, describe below with dates:	ties about a	Yes	No	
6) Were you ever named in a restraining order?		Yes	No	_
7) Were you ever given a summons to appear in court (exclude LE v duty)?	work or jury	Yes	No	
8) Were you ever in a diversion program?		Yes	No	
9) Were you ever on probation of any kind? (court, traffic, DMV, su	ımmary,			
formal, informal, etc.)?		Yes	No	
10) Have you suffered any physical abuse, threats or psychological spouse, family member, romantic partner, or significant other?	injury from	a Yes	No	
11) Have you ever injured (psychologically or otherwise), physically threatened a spouse, partner, family member, child or significant		Yes	No	_
12) Were you ever accused of domestic violence?			No	
13) Were you ever contacted by Child Protective Services or a similar agency?			No	
14) Have you been involved in any domestic disturbances in which were involved?	the police	Yes	No	
15) Since the age of 16, were there instances in which you could ha arrested but officers decided not to do so?	ive been	Yes	No	
		Life	Past	
16) Excluding parking tickets, how many moving violations / traffic you received?	tickets have	time e 	5 yrs	
17) As the driver, how many traffic accidents have you been involved	ed with?			
18) How many physical fights, shoving matches, or other physical confrontations have you been in during the time periods listed to the right (exclude any while on-duty for public safety)?	Pre- high school #	High school years #	After high school #	
19) How many times in the past week / month have you honked you gestures, or otherwise communicated negative feelings while dri		l past week	past month	

Background (cont'd)

Childhood Experiences 11

Print Name: Date:

The following questions pertain to your first 18 years of life. Circle the word that best describes your answer.

1.	While growing up, were you well cared for and treated appropriately?	Never	Rarely	Occasionally	Frequently
2.	While growing up, did you sometimes feel cheated by society?	Never	Rarely	Occasionally	Frequently
3.	How often did someone in your immediate family demonstrate a quick or violent temper?	Never	Rarely	Occasionally	Frequently
4.	How often were you short-changed on some of the basic necessities that kids need during the growing-up years?	Never	Rarely	Occasionally	Frequently
5.	5. Compared to most other kids, were you deprived in any way of the things to which you were entitled? Never Rarely				Frequently
6.	During your childhood years, how much of the time did you spend interacting with adults?	Occasionally	Frequentl		
	e following eight questions pertain to your first 18 years of life. These questions are sircle your answer.	for rese	earch pur	poses only	
7.	Did a parent or other adult in the household:				
	- often or very often swear at you, insult you or put you down?			Yes	No
	- sometimes, often, or very often act in a way that made you fear that you might be	physica	ally hurt?	Yes	No
8.	Did a parent or other adult in the household:				-
	- often or very often push, grab, slap or throw something at you?			Yes	No
	- often or very often hit you so hard that you had marks or were injured?			Yes	No
9.	Did an adult or person at least 5 years older ever:				
	- touch or fondle you in a sexual way?			Yes	No
	- have you touch their body in a sexual way?			Yes	No
	- attempt oral, anal, or vaginal intercourse with you?			Yes	No
	- actually have oral, anal or vaginal intercourse with you?			Yes	No
10.	Did you live with anyone who:				
	- was a problem drinker or alcoholic?			Yes	No
	- used street drugs?			Yes	No
11.	During the first 18 years of your life:				
	- was a household member depressed or mentally ill?			Yes	No
	- did a household member attempt suicide?			Yes	No
12.	Was your mother (or stepmother):				-
	- sometimes, often or very often pushed, grabbed or slapped or had something th	Yes	No		
	- sometimes, often, or very often kicked, bitten, hit with fist, or hit with somethin	Yes	No		
	- ever repeatedly hit over at least a few minutes?	Yes	No		
	- ever threatened with or hurt by a knife or gun?	Yes	No		
13.	During the first 18 years of your life, did a household member go to prison?	Yes	No		
14.	Were your parents ever separated or divorced?			Yes	No

Autobiography	12
N.	
Name:	
Please write a brief summary or autobiography of your life you as a person. In the interest of time, spend no more that write legibly.	e. Include the information and/or events that are important to understanding an 15 min . on this exercise. Use both sides of this paper if necessary. Pleas