

Webinar on

Appraising Credibility, Reaching Conclusions & Writing The Investigative Report: Steps To Minimize Harassment Liability

Learning Objectives

Learn what needs to be documented regarding the credibility of each witness, target, and accused

Learners will receive an in-depth outline of the critical elements in an investigative report

All of which must be included in the report to minimize liability

Learn how to draw conclusions

Learn how to corroborate evidence

Areas Covered

- Discuss the critical elements of the investigative report*
- List frequently missing elements from reports*
- Appraise the credibility of each interviewee*
- Describe how to reach conclusions*
- List required follow-up actions*

This webinar will discuss the intricacies of writing the critical final report of your investigation that may be discoverable (all documents that must be provided to opposing counsel in case of a lawsuit) if an employee files a formal charge with the EEOC or your state's human rights department, or if you are sued.

PRESENTED BY:

Dr. Susan Strauss is a national and international speaker, trainer, consultant and a recognized expert on workplace and school harassment and bullying. She conducts harassment and bullying investigations and functions as an expert witness in harassment and bullying lawsuits. Her clients are from business, education, healthcare, law, and government organizations from both the public and the private sector.

On-Demand Webinar

Duration : 60 Minutes

Price: \$200

Webinar Description

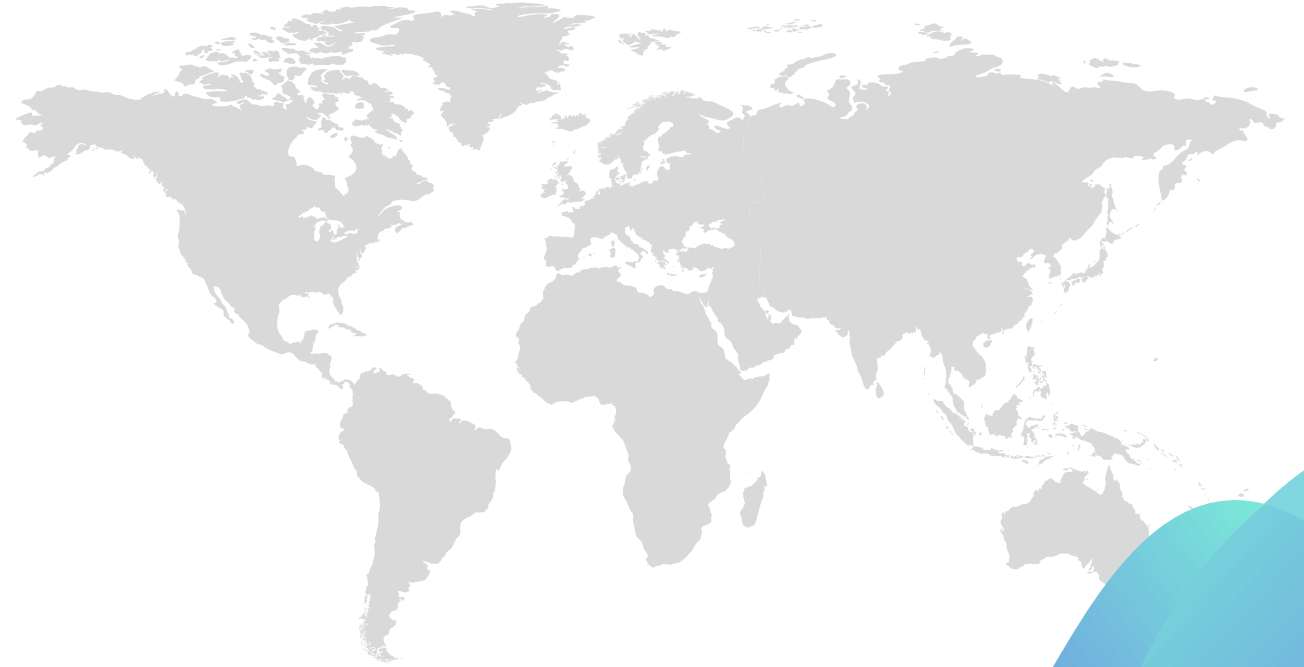
Writing the investigative report actually begins from the very beginning of your investigation and continues throughout the process. This webinar will discuss the intricacies of writing the critical final report of your investigation that may be discoverable (all documents that must be provided to opposing counsel in case of a lawsuit) if an employee files a formal charge with the EEOC or your state's human rights department, or if you are sued. A number of critical actions are required as part of your investigation. These include determining the credibility of each interviewee, corroborating evidence and reaching a conclusion. In order to write a thorough report, investigators must make a decision as to whether the investigated misconduct was a violation of any laws or policies and present these findings in an objective, accurate and concise manner. An in-depth comprehensive investigative report memorializes the investigation and can be evidence that an investigation actually occurred to minimize your liability.

In my experience as an expert witness for harassment, discrimination, and bullying lawsuits, human resources professionals do not know how to do an investigation and do not know how to document and write a final report which is critical to ensure employees' civil rights are not compromised. Knowing how to write a formal investigative report may save a tremendous financial burden on the organization due to the issues outlined in the first bullet. An investigation that is not documented basically did not occur.



Who Should Attend ?

This is a must-attend webinar for human resources professionals in all industries



To register please visit:

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