

# JACKSONVILLE POLICE DEPARTMENT

## COMPUTER VOICE STRESS ANALYZER

Policy: 11-6

Effective: 01-01-16

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**PURPOSE:** To set forth guidelines with respect to the use of, and administration of examinations of, the Computer Voice Stress Analyzer (CVSA).

**POLICY:** The Jacksonville Police Department has established guidelines for administering CVSA examinations in conjunction with pre-employment screening and investigations conducted by the Police Department. CVSA examinations by qualified examiners are gaining national acceptance as an information aid and as a tool to be used in conjunction with an investigation. However, they should not be used as a single determinant for offering employment or a final determinant factor in investigations. They should not be used to circumvent good investigative procedures. The CVSA is used for truth verification. Therefore, the CVSA should be viewed as a means to protect the integrity of an investigation and/or the interviewee.

### DEFINITIONS:

- I. COMPUTER VOICE STRESS ANALYZER (CVSA) - CVSA detects, measures, and charts the stress in a person's voice following a pre-formatted questionnaire.
- II. QUALIFIED EXAMINER - A person who has satisfactorily completed training by a recognized instructor in truth verification and the use of the CVSA. In addition, re-certification must be successfully completed every three (3) years.
- III. OVERT INTERVIEW - A live interview by a CVSA examiner with a suspect, victim, witness, complainant, or prospective employee. These interviews are conducted with prior knowledge and permission that certain questions will be recorded live and captured by the CVSA for analysis. At the examiner's discretion, all or portions of the interview may be recorded on audio and/or video tape.
- IV. STRUCTURED INTERVIEWS - A legally obtained audio tape interview of a suspect, victim, witness, or complainant. The interviews are designed to capture a response to preformatted questions. This taped interview is then analyzed by the CVSA examiner.

### PROCEDURES:

- I. EXAMINATION FOR PRE-EMPLOYMENT SCREENING
  - A. CVSA examinations will be administered to police, civilian and volunteer applicants as well as persons having access to restricted areas of the Police Department. This is to ensure the following:
    1. Suitability
    2. Verify accuracy and completeness of information on the application.
    3. Resolve questions or conflicts arising during background investigation.
    4. Discover previous criminal or other disqualifying behavior.
    5. Deter those seeking to penetrate law enforcement departments for improper purposes.
  - B. CVSA examinations will be used in the selection process for employment.
  - C. Questions to be asked will be provided to an applicant just prior to, and at the location of, the test so applicants can have sufficient time to review and ask examiner questions.
  - D. The CVSA examiner will review the questions with the applicant prior to the formal