

Attorney Brendan J. Donelon
802 Broadway, 7th Floor
Kansas City, MO 64105
brendan@donelonpc.com
816-221-7100

Attorney George Hanson
Attorney Ashlea Shwartz
460 Nichols Road, Suite 200
Kansas City, MO 64112
hanson@stuevesiegel.com

816-714-7100

CCA LT. CASE REVIEW QUESTIONNAIRE

1. Full name _____
 Address: _____
 City _____, State _____ Zip _____
 Phone: _____

2. Employer – Pay Information

Name of CCA facility where you work(ed) as a Lieutenant:

Date you started working as Lieutenant: ____/____/____

Your last day working there as Lieutenant (if applicable): ____/____/____

Job title of person you directly reported to while working as a Lieutenant

Beginning salary as Lieutenant \$_____/year

Ending (or current) salary as Lieutenant \$_____/year

Average number of hours you work per week as a Lieutenant: ____/week

3. **Job Duties as a Lieutenant**

While working as a Lieutenant did you continue doing the same type of work everyday that you did while working as an hourly corrections officer? Yes
 No

On any give day, what percent of your time did you consider yourself to be performing the same job duties as an hourly corrections officer? _____% of the time.

- a. Did you ever provide formal advise to CCA on how to manage its business? Yes No
- b. Did you ever formally represent the company in any negotiations, purchasing, promoting its services, or research regarding its business?
 Yes No
- c. What type of daily judgments or decisions did you make, if any, during a normal workday? Describe.

Did you have any supervisory authority over any employees?

Yes No

If so, did you ever direct Corrections Officers on what to do at work on a daily basis? Yes No

- d. Did you conduct any formal performance reviews for any other employees? Yes No
- e. Could you fire or hire any employees at CCA on your own?
 Yes No
- f. Could formally write up any employees at CCA? Yes No
- g. Did you have any formal input on whether any person was hired as an employee? Yes No
- h. Did you have any formal input into whether a current employee was promoted? Yes No

- i. Did you ever formally train any employees? Yes No
- j. Did you ever determine any hourly pay rates for employees?
 Yes No
- k. Were you ever responsible for creating the work schedules for other employees? Yes No
- l. Did you ever play any role in deciding the budget at CCA?
 Yes No

4. Pay Deductions:

Did you ever have your Lieutenant pay reduced because you failed to work a certain number of hours in a work week? Yes No

Did you ever have Lieutenant pay reduced because you missed a day of work and had used up all your personal/sick time? Yes No

If you are no longer employed with CCA, did you have your last pay check docked or your pay reduced because you had previously missed any amount of work and did not have available personal/sick time remaining? Yes No

Thank you for completing this information. Please sign and date below.

I hereby state that the above information that I have provided is true and correct to the best of my knowledge and belief.

Client's Signature

Date