



POLICE TRAINING COMMISSION

Basic Course for County Correctional Police Officers (BCCCPO)



Updated 2024

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DISCLAIMER

The trainee recognizes, understands, and acknowledges that all exams to test performance for this course will be drawn from at least one but as many as all of the subsections for each Performance Objective. For example, under Performance Objective 3.4.2, there are three (3) categories by which incarcerated persons classify that each trainee must identify and understand. The test questions for most Performance Objectives will cover at least one (1) but as many as all of the responses listed, listed A through C.

In sum, the trainee will be responsible to study and demonstrate an understanding of all of the material taught, whether or not such material is tested.

Functional Area 1.0
Professional Development

INSTRUCTIONAL UNIT 1.1 OVERVIEW OF CORRECTIONAL AGENCY MISSION/GOALS

The trainee will be aware of the organizational structure of the adult county correctional facility.

UNIT DESCRIPTION

This unit focuses on the organization of the county correctional facility to include the Chain of Command. It further defines the mission statement and departmental goals.

PERFORMANCE OBJECTIVES

- 1.1.1 The trainee will identify the organizational structure of a county correctional facility to include the Chain of Command.
- 1.1.2 The trainee will identify the mission statement of a county correctional facility.
- 1.1.3 The trainee will identify the primary values of a county correctional facility.

INSTRUCTIONAL UNIT 1.2 EVOLUTION OF CORRECTIONS

The trainee will be aware of the history and development of corrections in the United States and in New Jersey.

UNIT DESCRIPTION

In this unit, the trainee will explore the history and evolution of correctional services. It further identifies the effects historical practices have on the advancement of prison reform and its impact on corrections in New Jersey.

PERFORMANCE OBJECTIVES

- 1.2.1 The trainee will identify past correctional practices that have influenced the present-day correctional system.
- 1.2.2 The trainee will describe the purpose of corrections.

INSTRUCTIONAL UNIT 1.3 ROLE OF THE CORRECTIONAL POLICE OFFICER

The trainee will possess an understanding of his/her role as a County Correctional Police Officer.

UNIT DESCRIPTION

This unit discusses the role of the County Correctional Police Officer as a manager of people, security agent, and role model. It is imperative for the Trainee to understand how one's perception of himself/herself impacts the role of the County Correctional Police Officer, to include interactions with incarcerated persons and persons outside the department. Additionally, it stresses to the trainee the importance of good judgment while being a team member and maintaining professionalism in the performance of his/her duties.

PERFORMANCE OBJECTIVES

- 1.3.1 The trainee will identify the significant roles of a County Correctional Police Officer in the correctional environment, to minimally include:
 - A. Security Agent
 - B. Manager of People
 - C. Role Model
 - D. Professional
 - E. Team Member
- 1.3.2 The trainee will identify his/her most important function as a County Correctional Police Officer.
- 1.3.3 The trainee will identify security measures that are imposed in the correctional setting to minimally include:
 - A. Searches
 - B. Incarcerated persons Movements
 - C. Counts
 - D. Classification
- 1.3.4 The trainee will identify behaviors associated with fostering a secure and positive correctional climate. These will minimally include:
 - A. Fostering cooperation and not coercion
 - B. Consistent enforcement of the rules in a fair and firm manner
 - C. Knowledge of institutional rules and policies
 - D. Minimizing tension levels

INSTRUCTIONAL UNIT 1.4 DECISION MAKING

The trainee will develop skills in decision making based on ethical standards and the appropriate decision-making process.

UNIT DESCRIPTION

This unit discusses the decision-making process and the ethical standards on which decisions must be based.

PERFORMANCE OBJECTIVES

- 1.4.1 The trainee will identify basic approaches to ethical decision making to include:
 - A. Scientific method; and
 - B. Reaction method.
- 1.4.2 The trainee will list factors which can adversely affect the decision- making process to include:
 - A. Bias/prejudice/discrimination;
 - B. Stress;
 - C. Emotions; and
 - D. Preconceptions.
- 1.4.3 The trainee will list the five steps in the decision-making process:
 - A. Define the problem;
 - B. Collect all available information;
 - C. Identify alternatives through analysis of facts;
 - D. Evaluate alternatives; and
 - E. Select one alternative and implement it including follow through.
- 1.4.4 The trainee will identify the three basic questions to be considered to make ethical decisions:
 - A. Is it legal and in accordance with proper procedure;
 - B. Do you believe it is the correct action; and
 - C. Would your peers and family be proud of your decision and actions.

INSTRUCTIONAL UNIT 1.5 CULTURAL DIVERSITY AND IMPLICIT BIAS

The trainee will be aware of factors that constitute a culture and will be able to identify minority subcultures.

UNIT DESCRIPTION

This unit describes the factors that constitute a culture and identifies minority subcultures found in New Jersey.

PERFORMANCE OBJECTIVES

- 1.5.1 The trainee will define prejudice.
- 1.5.2 The trainee will identify six (6) traits that can evolve into prejudice.
- 1.5.3 The trainee will identify the four (4) components of minority subcultures found in New Jersey correctional facilities.
- 1.5.4 The trainee will identify three (3) positive ways to bridge cultural barriers.
- 1.5.5 The trainee will complete the Implicit Bias Training for Police Departments as outlined in P.L. 2020, CHAPTER 68, approved August 27, 2020 Assembly, No. 3641.

INSTRUCTIONAL UNIT 1.6. THE CORRECTIONAL EMPLOYEE AS A PROFESSIONAL

The trainee will understand the fundamental obligations and philosophies inherent with the acceptance of a County Correctional Police Officer appointment.

UNIT DESCRIPTION

This unit is concerned with the professional, moral, and ethical demands placed upon a County Correctional Police Officer. The issue of staff/incarcerated persons undue familiarity and fraternization is discussed.

PERFORMANCE OBJECTIVES

- 1.6.1 The trainee will identify the characteristics involved in order for a career to be considered a profession.
- 1.6.2 The trainee will identify laws that may be applicable to a County Correctional Police Officer both on and off duty.
- 1.6.3 The trainee will identify the problems associated with a County Correctional Police Officer's acceptance of gratuities.
- 1.6.4 The trainee will identify the dangerous dozen behaviors that place a County Correctional Police Officer at risk of compromise.
- 1.6.5 The trainee will identify three (3) characteristics of offenders who are prone to engage in sexual relations and/or over familiarity with staff.
- 1.6.6 The trainee will identify three (3) characteristics of staff that are prone to engage in sexual relations with offenders.
- 1.6.7 The trainee will identify a minimum of three (3) offender strategies used to develop improper relationships with staff.
- 1.6.8 The trainee will identify three (3) methods to prevent improper relationships with incarcerated persons.
- 1.6.9 The trainee, given simulated situations, will demonstrate the correct behavior for a given situation.

INSTRUCTIONAL UNIT 1.7 DOMESTIC VIOLENCE

The trainee will examine various aspects of domestic violence including the detection and prevention of domestic violence situations.

UNIT DESCRIPTION

This unit will define domestic violence, and identify criminal offenses as related to departmental policy and State law. Additionally, this unit will discuss characteristics of offenders and victims as well as the impact on all individuals involved in domestic violence situations.

PERFORMANCE OBJECTIVES

- 1.7.1 The trainee will define domestic violence and identify five (5) forms of domestic violence.
- 1.7.2 The trainee will list all criminal offenses that may constitute domestic violence if committed by an adult or emancipated minor upon a person protected by domestic violence laws.
- 1.7.3 The trainee will identify four (4) categories of persons protected by the Domestic Violence Act.
- 1.7.4 The trainee will identify two (2) components of the oath of office for peace officers.
- 1.7.5 The trainee will identify one (1) of the liability exceptions in N.J.S.A. 2C:25-22 - Immunities from Civil Liability.
- 1.7.6 The trainee will identify the county correctional facility's policies for County Correctional Police Officers with regard to domestic violence.
- 1.7.7 The trainee will identify situational and psychological obstacles that may prevent a battered victim from leaving.
- 1.7.8 The trainee will identify the three (3) phases in the cycle of violence.
- 1.7.9 The trainee will identify groups of individuals affected by domestic violence.
- 1.7.10 The Trainee will identify characteristics of a Law Enforcement Officer that may lead to negative or inappropriate behavior:
 - A. Characteristics of law enforcement officer that may lead to inappropriate behavior; and
 - B. Contributing Factors.
- 1.7.11 The trainee will identify three (3) elements of N.J.S.A. 2C:12-10 – Stalking, Designated a Crime; Degrees.
- 1.7.12 The trainee will identify differences between professional and inappropriate personal

behavior.

1.7.13 The trainee will identify “red flags” as they relate to the identification of domestic violence situations.

1.7.14 The trainee will identify “Respond” Theory.

INSTRUCTIONAL UNIT 1.8 STRESS MANAGEMENT

The trainee will be aware of the psychological and physiological manifestations of stress encountered both during and after exposure to stressful situations and will possess the knowledge to react effectively to various situations.

UNIT DESCRIPTION

This unit discusses the reasons for stress and describes a variety of situations that trigger stress reactions in the correctional environment.

PERFORMANCE OBJECTIVES

- 1.8.1 The trainee will define stress and stress management.
- 1.8.2 The trainee will identify five (5) situations in everyday life that can be stressful.
- 1.8.3 The trainee will list five (5) physical and psychological reactions to stress.
- 1.8.4 The trainee will list the three (3) phases of stress reaction to include:
 - A. Alarm reaction period
 - B. Resistance period
 - C. Exhaustion period
- 1.8.5 The trainee will define distress.
- 1.8.6 The trainee will define eustress.
- 1.8.7 The trainee will identify five (5) situations in the institution that are stressful.
- 1.8.8 The trainee will define the following terms:
 - A. Context
 - B. Coping
- 1.8.9 The trainee will identify five (5) warning signs associated with stress.
- 1.8.10 The trainee will identify five (5) techniques for coping with stress.
- 1.8.11 The trainee will define burnout.
- 1.8.12 The trainee will identify four (4) myths associated with stress.

INSTRUCTIONAL UNIT 1.9 EMPLOYEE SUBSTANCE ABUSE MONITORING

The trainee will fully understand the objective of a correctional department to provide and maintain a drug free workplace in our institutions and places of confinement.

UNIT DESCRIPTION

This unit familiarizes the trainee with the department's policy of urine testing for illegal drug use, with emphasis on random urine monitoring of trainees while at the Academy. Future drug monitoring criteria as a County Correctional Police Officer are discussed.

PERFORMANCE OBJECTIVES

- 1.9.1 The trainee will define the department's position with respect to the illegal use of drugs.
- 1.9.2 The trainee will identify the ramification of the use, possession, sale or distribution of illegal drugs, not only within the confines of the institution, but in his/her personal life.
- 1.9.3 The trainee will identify the basis and legality of random testing for trainees, the basis and legality of testing employees when the department has reasonable suspicion that an employee is associated with illegal drugs.

INSTRUCTIONAL UNIT 1.10 SUICIDE AWARENESS AND PREVENTION **FOR THE LAW ENFORCEMENT OFFICER**

The trainee will understand the causes, symptoms, warning signs and risks associated with officer suicide, and will explain appropriate intervention and prevention strategies to effectively deal with this crisis.

UNIT DESCRIPTION

This unit introduces the problem of officer suicide and provides basic information concerning awareness and prevention. Trainees will learn about stressors that can motivate suicidal thoughts, the risk factors associated with officer suicide, warning signs and symptoms, suicide myths, and basic intervention techniques.

PERFORMANCE OBJECTIVES

- 1.10.1 The trainee will define suicide.
 - A. The intentional taking of one's own life
 - B. A manifestation of overbearing strain on work/life roles
 - C. Sometimes believed to be the only solution to a problem
 - D. Suicide results in an irrevocable consequence for a transient problem
 - E. Suicide is a preventable type of death
- 1.10.2 The trainee will explain variables associated with law enforcement officer suicide.
 - A. Ratio of police suicides to line-of-duty deaths
 - B. Officer life expectancy
 - C. Suicide risk
 - D. Suicide rate
 - E. Divorce rate
 - F. Alcohol/drug abuse
 - G. Adverse effects of a suicide on other people
- 1.10.3 The trainee will identify some of the stressors that can motivate thoughts or actions associated with law enforcement suicide.
 - A. Depression
 - B. Anxiety
 - C. Marital issues
 - D. Post-Traumatic Stress Disorder (PTSD)
 - E. Substance abuse
 - F. Relationships and family problems
 - G. Legal issues
 - H. Financial problems
 - I. Health issues, including injury and disability
 - J. Critical incidents and traumatic events
 - K. Major life events, including recent human loss

- L. Unfulfilled job expectations
- M. Shift work
- N. Sleep deprivation
- O. Management issues (assignment, lack of promotion, supervision)
- P. Discipline issues (internal affairs and/or criminal investigation)
- Q. Retirement (loss of identity and sense of belonging)

1.10.4 The trainee will identify some of the risk factors associated with law enforcement suicide.

- A. Knowledge of and access to lethal means
- B. Age
- C. Gender
- D. Ethnicity
- E. Previous history (self or family member)
- F. Cumulative stressors
- G. Feeling of hopelessness and helplessness
- H. Lack of intervention resources or fear of accessing resources

1.10.5 The trainee will identify some of the warning signs and symptoms associated with law enforcement suicide in themselves and in others.

- A. Depression:
 - a. Attitude of hopelessness and helplessness
 - b. Unexplained changes in appetite, weight, appearance, and/or sleep habits
 - c. Difficulty making decisions
 - d. Difficulty concentrating
 - e. Overly anxious
 - f. Previous suicide attempt
 - g. Increase in the use of alcoholic beverages
 - h. Overly aggressive or violent behavior
 - i. Any changes in mood or behavior that are out of the ordinary, including neutral mood
 - j. Changes in work habits
- B. Behavioral clues of suicidal thoughts:
 - a. Giving away possessions
 - b. Making a will
 - c. Talking about a long trip
 - d. Sudden interest or disinterest in religion
 - e. Substance abuse relapse
 - f. Taking inappropriate duty-related and personal risks
 - g. Anger / irritability
 - h. Concern expressed by family/friends/colleagues about a specific individual

1.10.6 The trainee will identify some of the myths associated with suicide.

- A. People who talk about suicide won't complete the act
- B. Talking about suicide with a person who is depressed will not prevent the person from completing the act
- C. Warning signs are not present before a person commits suicide
- D. Suicidal individuals have a history of mental illness
- E. A suicidal person is and will always be beyond help
- F. A suicidal person is completely committed to dying

1.10.7 The trainee will identify intervention techniques and skills using the AID LIFE acronym.

- 1. A – Ask, Ask if the person is thinking about suicide.
- 2. I – Intervene. . .immediately, Take action. Listen and let the person know that he or she is not alone.
- 3. D – Don't. . .keep it a secret, Seek appropriate assistance
- 4. L – Locate. . .help, Supervisor, chaplain, physician, friend, family member, crisis worker, emergency room staff
- 5. I – Inform. . .the chain of command, Supervisors in the chain of command can make arrangements for long term resources, in accordance with Department policy. Suicide risk does not improve with quick solutions. Effective problem solving takes time, and supervisors in the chain of command can monitor progress to help avert future difficulties.
- 6. F – Find. . . someone to stay with the person. Don't leave the person alone.
- 7. E – Expedite, Get help now. An at-risk person needs immediate attention from qualified professionals.

1.10.8 The trainee will identify obstacles to effective intervention.

- A. Fear of stigma, isolation, humiliation, suspension, job loss
- B. Fear of change in duty status
- C. The police culture (seeking mental health support may be seen as a character weakness)
- D. Denial that there is a problem (By the officer, peer officers, supervisors, the command staff)
- E. Reluctance of the officer to seek help for fear of the officer losing control of the situation
- F. The officer's fear that confidentiality will not be maintained
- G. The officer's distrust of management
- H. Supervisors and peers who protect or shield a troubled officer
- I. Lack of knowledge by a troubled individual about the availability of counseling resources, and concern about being able to afford such services

1.10.9 The trainee will identify professional resources that can be helpful to an officer who has suicidal thoughts or intentions.

- A. Confidential 24/7 telephone counseling services, including the New Jersey Cop-to-Cop program,
- B. 4BLUENJ
- C. Employer provided counseling (Employee Assistance Program or contract services)
- D. A trusted peer or supervisor
- E. Medical or mental health evaluation/counseling
- F. Faith based counseling/Chaplain services
- G. Hospital emergency room or screening center.

1.10.10 The trainee will identify strategies that may be helpful in the prevention of law enforcement suicide.

- A. Be aware of the risk factors and warning signs in self and others
- B. Utilize all available resources
- C. Resist the perceived stigma associated with seeking help
- D. AID LIFE by initiating proactive intervention

INSTRUCTIONAL UNIT 1.11 ACTIVE BYSTANDERSHIP FOR LAW ENFORCEMENT (ABLE)

The trainee will gain knowledge regarding the Active Bystandership of Law Enforcement (ABLE) course and how it will guide agencies and communities on the concrete measures that must be in place to create and sustain a culture of peer intervention. The ABLE Project also will provide a wide array of resources to communities and law enforcement agencies across the country interested in developing peer intervention programs of their own.

UNIT DESCRIPTION

ABLE training is evidence-based and founded upon decades of research, field and lab experiments, and on-the-ground experience. The ABLE Project Instructional Design Team brings together experts from a wide array of disciplines to ensure ABLE training incorporates the best and newest thinking about active bystandership and continues to evolve as we learn more about what makes people active or passive bystanders.

PERFORMANCE OBJECTIVES

- 1.11.1 The trainee will successfully complete the requirements of the Active Bystandership of Law Enforcement course.

INSTRUCTIONAL UNIT 1.12 MORALS AND ETHICS

Each correctional agency has policy and procedures that govern this type of behavior.

UNIT DESCRIPTION

This unit will discuss ethical behavior and the kinds of behavior that constitute harassment and sexual harassment.

PERFORMANCE OBJECTIVES

- 1.12.1 The trainee will identify Federal and State laws regarding acts of discrimination, harassment, sexual harassment and/or retaliation.
- 1.12.2 Trainee will identify the process of reporting allegations of alleged discrimination/harassment immediately after being made aware.
- 1.12.3 Trainee will identify the principles of ethics, learn unacceptable legal behaviors and moral standards for all county correctional police officers.
- 1.12.4 The trainee will identify certain behaviors that could negatively affect job performance.

INSTRUCTIONAL UNIT 1.13 (DELETED 8/2023)

(Formerly covered New Jersey Resiliency Training for Law Enforcement)

INSTRUCTIONAL UNIT 1.14 CLEAR CURRENT YEAR ASSIGNED TRAINING

The trainee will understand the provided training from the New Jersey Attorney General's Office's Community-Law Enforcement Affirmative Relations Continuing Education Institute.

UNIT DESCRIPTION

While the core values of professionalism, fairness, compassion, and impartiality must first be taught to new recruits at police academies, these principles also must be reinforced throughout an officer's career. A continuing education program would help to ensure that every officer understands how the exercise of police discretion is viewed by and impacts the community, and how officers on patrol and every other duty assignment can contribute to the goal of improving police community relations in a constantly changing world.

PERFORMANCE OBJECTIVES

- 1.14.1 The trainee will successfully complete the current year required training of the New Jersey Attorney General's LAW ENFORCEMENT DIRECTIVE NO. 2016-5; Community-Law Enforcement Affirmative Relations Continuing Education Institute

Functional Area 2.0 Criminal **Justice System**

INSTRUCTIONAL UNIT 2.1 OVERVIEW OF THE CRIMINAL JUSTICE SYSTEM

The trainee will possess an understanding of the Criminal Justice System.

UNIT DESCRIPTION

This unit provides the trainee with a working vocabulary for the various components that constitute the Criminal Justice System. The process from arrest to sentencing is described. Finally, the roles of the Correctional Departments and State Parole Board are defined.

PERFORMANCE OBJECTIVES

- 2.1.1 The trainee will define the term crime.
- 2.1.2 The trainee will identify two (2) common terms associated with the Criminal Justice System.
- 2.1.3 The trainee will identify the separate organizational components of the Criminal Justice System to include:
 - A. Police
 - B. Courts
 - C. Corrections
 - D. State Parole Board
- 2.1.4 The trainee will identify the steps in the Criminal Justice System process from arrest to sentencing for a crime.

INSTRUCTIONAL UNIT 2.2 INCARCERATED PERSONS RIGHTS AND EMPLOYEE RESPONSIBILITIES

The trainee will be aware of incarcerated persons rights and employee responsibilities as they pertain to rights of the confined and his/her role as a public employee.

UNIT DESCRIPTION

This unit identifies responsibilities of corrections employees, as well as the legal rights of the confined.

PERFORMANCE OBJECTIVES

- 2.2.1 The trainee will identify the constitutional rights and entitlements, to include limitations, as they pertain to incarcerated persons. This will minimally include:
- A. Right to access to courts
 - B. Right to counsel
 - C. Right to due process in disciplinary hearings
 - D. Eighth Amendment Rights
 - E. Adequate medical care
 - F. Religious observance
 - G. Nutritional meals
 - H. Mail services
 - I. Visitation
 - J. Access to phone
 - K. Access to news media
- 2.2.2 The trainee will identify criminal, civil and departmental liabilities that can be incurred by a County Correctional Police Officer for violating an incarcerated persons' rights.

Functional Area 3.0 Human Relations

INSTRUCTIONAL UNIT 3.1 CHARACTERISTICS OF INCARCERATED PERSONS GOAL

The trainee will become aware of the socialization process and antisocial patterns of behavior. The trainee will learn how to positively manage and influence behavior.

UNIT DESCRIPTION

This unit presents a description of various psychological factors that contribute to criminal behavior. The role of the County Correctional Police Officer in influencing incarcerated persons' behavior is discussed.

PERFORMANCE OBJECTIVES

- 3.1.1 The trainee will define socialization.
- 3.1.2 The trainee will identify an example of group dynamics.
- 3.1.3 The trainee will identify an effective technique to influence incarcerated persons behavior.

INSTRUCTIONAL UNIT 3.2 INCARCERATED PERSONS WITH SPECIAL NEEDS

The trainee will be able to identify specific symptoms of some of the most common mental illnesses and intellectual limitations exhibited by incarcerated persons. They will also have a working knowledge of appropriate management techniques for dealing with these incarcerated persons. The trainee will learn the nature of issues related to sexuality, and the problems of older incarcerated persons within the institutions.

UNIT DESCRIPTION

This unit provides basic information so that the trainee can identify various symptoms, stages, and causes of mental illness and intellectual limitations. It also focuses on problems associated with sexuality/sexual dysfunction, and an aging prison population.

PERFORMANCE OBJECTIVES

- 3.2.1 RESERVED FOR FUTURE USE
- 3.2.2 The Trainee will identify the characteristics of a Vulnerable Incarcerated person and distinguish between Incarcerated persons with Special Needs
- 3.2.3 The trainee will identify behavioral symptoms associated with the disorders listed below:
 - A. Personality Disorders - Antisocial, Borderline, Narcissistic
 - B. Chronic mental illnesses - Depression, Bipolar Disorder, Schizophrenia, Substance Abuse Disorders, Post-Traumatic Stress Disorder
 - C. Intellectual disability - Mental Retardation
 - D. Situational disturbances
- 3.2.4 The trainee will identify steps to be taken in dealing with the aforementioned disorders to minimally include:
 - A. When to be concerned
 - B. What to report
 - C. Management techniques
- 3.2.5 The trainee will describe five (5) methods to be used in the handling of violent, disturbed incarcerated persons.
- 3.2.6 The trainee will describe three (3) methods to be followed in handling non-violent but disturbed incarcerated persons.
- 3.2.7 The trainee will identify three (3) special problems a developmentally disabled offender faces within the correctional system.

- 3.2.8 The trainee will identify three (3) sexual problems which may exist within the institution.
- 3.2.9 The trainee will identify three (3) problems associated with an aging prison population.

INSTRUCTIONAL UNIT 3.3 SUICIDE AWARENESS

The trainee will recognize symptoms indicative of a suicidal incarcerated persons or one who is a potential suicide risk and will understand what to do when confronted with this situation.

UNIT DESCRIPTION

This unit presents essential information for the trainee to recognize suicidal symptoms and/or suicide risk. Methods to manage both general suicide risks and emergency suicide situations are presented.

PERFORMANCE OBJECTIVES

- 3.3.1 The trainee will identify various symptoms/conditions which contribute to an incarcerated person contemplating suicide.
- 3.3.2 The trainee will identify the steps to take in controlling the situation when confronting a potentially suicidal incarcerated persons, to minimally include:
 - A. Remain calm
 - B. Initiate conversation
 - C. Be alert
- 3.3.3 The trainee will list the steps to take when a suicide has been attempted or has taken place.
- 3.3.4 The trainee, given simulated situations, will demonstrate effective methods for handling an individual attempting suicide.

INSTRUCTIONAL UNIT 3.4 INCARCERATED PERSONS MANIPULATION

The trainee will develop a working knowledge of incarcerated persons manipulation and learn how to defend against incarcerated persons psychological strategies.

UNIT DESCRIPTION

This unit introduces the concept of psychological manipulation, intimidation and/or extortion by incarcerated persons. It presents the definition of a set-up, describes the phases that single out and lead to control over a staff member and offers simple principles to use to avoid being a victim of incarcerated persons manipulation.

PERFORMANCE OBJECTIVES

- 3.4.1 The trainee will define a “Set Up.”
- 3.4.2 The trainee will identify categories by which incarcerated persons classify County Correctional Police Officers to minimally include:
 - A. Professional
 - B. Soft
 - C. Hard
- 3.4.3 The trainee will identify rules to follow to avoid a “Set Up.”
- 3.4.4 The trainee will identify methods for dealing with “Appreciative” incarcerated persons.
- 3.4.5 The trainee will identify motives for incarcerated persons “con- games.”
- 3.4.6 The trainee will identify tactics that a County Correctional Police Officer may use to prevent manipulation.
- 3.4.7 The trainee will identify tactics that a County Correctional Police Officer may use to defend against “con-games.”

INSTRUCTIONAL UNIT 3.5 PRINCIPLES OF INCARCERATED PERSONS SUPERVISION AND DISCIPLINE

The trainee will be familiar with important principles governing incarcerated persons supervision and discipline. In addition, the trainee will gain insight into the daily working relationship between staff and incarcerated persons and will develop a working knowledge of techniques to establish bonds of mutual respect between the groups.

UNIT DESCRIPTION

This unit discusses the principles governing the supervision of incarcerated persons and the role of discipline. In addition, it discusses techniques for proper staff/incarcerated persons relations.

PERFORMANCE OBJECTIVES

- 3.5.1 The trainee will identify objectives of incarcerated persons supervision:
 - A. Control
 - B. Order
- 3.5.2 The trainee will identify techniques which can be used for effective incarcerated persons supervision to minimally include:
 - A. Job knowledge
 - B. Self-confidence
 - C. Consistent temperament
 - D. The ability to communicate effectively
 - E. The ability to recognize individual differences
 - F. The ability to correct and praise
 - G. Keep your word
 - H. Patience
- 3.5.3 The trainee will identify differences between formal and informal discipline.
- 3.5.4 The trainee will identify positive factors of discipline.
- 3.5.5 The trainee will list four (4) guidelines when applying incarcerated persons discipline.
- 3.5.6 The trainee will identify the principle rule of staff-incarcerated persons relations.
- 3.5.7 The trainee will identify behavior/practices to avoid in staff-incarcerated persons relations to minimally include:
 - A. Racial prejudice
 - B. Desire to be popular among incarcerated persons
 - C. Fear of certain incarcerated persons

- D. Fraternization or undue familiarity
- E. Passing the buck

INSTRUCTIONAL UNIT 3.6 INTERPERSONAL RELATIONS AND COMMUNICATION

The trainee will understand how interaction among individuals can affect job performance. The trainee will recognize the importance of communication among people. Additionally, the trainee will learn various techniques to keep communication open, thereby maintaining security and control without the use of physical force.

UNIT DESCRIPTION

This unit presents the trainee with communication skills needed to effectively manage incarcerated persons. It provides techniques designed to avoid miscommunication, to de-escalate a hostile encounter, and to maintain control and security through communication rather than force. This unit includes role-playing scenarios and video-based learning.

PERFORMANCE OBJECTIVES

- 3.6.1 The trainee will identify basic skills of Interpersonal Communications (IPC).
- 3.6.2 The trainee will identify skills employed in “The Basics: Sizing Up the Situation.”
- 3.6.3 The trainee will identify skills used in responding to verbal communication.
- 3.6.4 The trainee will identify techniques used in asking questions.
- 3.6.5 The trainee will identify steps used in handling requests.
- 3.6.6 The trainee will identify steps used in making requests of incarcerated persons.
- 3.6.7 The trainee will distinguish between two (2) methods of reinforcing incarcerated persons behavior.

INSTRUCTIONAL UNIT 3.7 EFFECTS OF DEHUMANIZATION IN THE CORRECTIONAL SETTING

The trainee will be aware of what dehumanization is and how the process affects incarcerated persons in an institutional setting.

UNIT DESCRIPTION

This unit focuses on the analysis of the effects of incarceration on an individual. It further stresses the importance of staff awareness and sensitivity toward individuals undergoing the effects of dehumanization in a correctional setting.

PERFORMANCE OBJECTIVES

- 3.7.1 The trainee will define dehumanization and give four (4) examples of institutional procedures that may cause incarcerated persons to feel dehumanized.
- 3.7.2 The trainee will identify a procedure considered dehumanizing by incarcerated persons.
- 3.7.3 The trainee will identify steps a County Correctional Police Officer can take to alleviate the effects of dehumanization.
- 3.7.4 The trainee will identify ways incarcerated persons react to coping with incarceration.

INSTRUCTIONAL UNIT 3.8 CLASSIFICATION OF INCARCERATED PERSONS

The trainee will review the classification process, the criteria for levels of custody used, the Administrative Code that governs classification procedures, and the County Correctional Police Officer's role in the classification process.

UNIT DESCRIPTION

This unit provides an overview of the Classification process and the assignment of incarcerated persons to a specific custody level.

PERFORMANCE OBJECTIVES

- 3.8.1 The trainee will define the purpose for classifying incarcerated persons.
- 3.8.2 The trainee will identify different levels of custody to include:
 - A. Maximum
 - B. Medium
 - C. Minimum
- 3.8.3 The trainee will identify components of the New Jersey Administrative Code that governs institutional incarcerated persons classification procedures for county correctional facilities.
- 3.8.4 The trainee will identify one of the objectively defined criteria, which forms the basis of an incarcerated persons' classification based upon the score received on either the Initial incarcerated persons Custody Classification Instrument, or incarcerated persons Custody Reclassification Instrument.
- 3.8.5 The trainee will define the role of the County Correctional Police Officer in the objective classification process to include:
 - A. How institutional charges may affect an incarcerated persons' maximum release date and/or classification.
 - B. Pre-parole reports and their effect on incarcerated persons parole hearings
 - C. County Correctional Police Officer observations and reporting of incarcerated persons' behavior changes

INSTRUCTIONAL UNIT 3.9 SECURITY THREAT GROUPS

The trainee will possess an understanding of Security Threat Groups identified within the New Jersey correctional system.

UNIT DESCRIPTION

This unit discusses the various Security Threat Groups that have been identified within the New Jersey Correctional Facilities. It further discusses the history of the various groups and methods used to identify members and the hierarchy within these groups.

PERFORMANCE OBJECTIVES

- 3.9.1 The trainee will become familiar with the purpose and operation of the Investigation Unit/Gang Intelligence Unit.
- 3.9.2 The trainee will identify how a gang is designated a Security Threat Group.
- 3.9.3 The trainee will identify how an incarcerated person is classified as a Security Threat Group member.
- 3.9.4 The trainee will identify the key components of 28 Code of Federal Regulations (CFR) Part 23.
- 3.9.5 The trainee will identify nine (9) Security Threat Groups:
 - A. Bloods
 - B. Crips
 - C. Almighty Latin King/Queen Nation Association
 - D. Neta
 - E. Five Percent Nation of Gods and Earths
 - F. East Coast Aryan Brotherhood
 - G. Prison Brotherhood of Bikers
 - H. State Prison Skinheads
 - I. Mara Salvatrucha (MS-13)

INSTRUCTIONAL UNIT 3.10 INTEGRATED COMMUNICATION ASSESSMENT & TACTICS (ICAT)

The trainee will understand the principles of Integrating Communications, Assessment, and Tactics (ICAT).

UNIT DESCRIPTION

ICAT, is a use-of-force Training Guide designed to fill a critical gap for training police officers in how to respond to volatile situations in which subjects are behaving erratically and often dangerously but do not possess a firearm. This integrated approach is presented in the context of a Critical Decision-Making Model that helps officers develop and think through their options in challenging non-firearm incidents. The Training Guide includes model lesson plans and support materials (including PowerPoint presentations, videos, and other resources) in the key areas of decision- making, crisis recognition and response, tactical communications and negotiations, and operational safety tactics. ICAT then integrates these skills and provides opportunities to practice them through video case studies and scenario-based training exercises.

PERFORMANCE OBJECTIVES

- 3.10.1 The trainee will complete the Integrated Communication and Tactics (ICAT) training developed by the Police Executive Research Forum.

INSTRUCTIONAL UNIT 3.11 PRISON RAPE ELIMINATION ACT (PREA)

The trainee will understand the Zero Tolerance standard and their role for the department to remain in compliance with the Prison Rape Elimination Act (PREA) of 2003.

UNIT DESCRIPTION

This unit will discuss the Prison Rape Elimination Act (PREA) of 2003 and the Correctional Agency's role in aiding in the detection, prevention, reduction, and punishment of prison rape. The unit will discuss the reporting of incidents as well as the first responder responsibilities.

PERFORMANCE OBJECTIVES

- 3.11.1 The trainee will identify highlights of the Prison Rape Elimination Act (PREA) to minimally include:
 - A. Description of the law
 - B. Purpose of the law
 - C. Federal law as it pertains to the detection, prevention, reduction and possible sanctions for prison rape
- 3.11.2 The trainee will describe the PREA audit process as it pertains to the correctional facility.
- 3.11.3 The trainee will describe the impact that organizational culture can have in compliance with all PREA standards.
- 3.11.4 The trainee will identify areas of the Zero Tolerance policy to minimally include:
 - A. Zero Tolerance Policy Overview
 - B. Incarcerated Persons Reporting
 - C. Staff Reporting
 - D. First Responder Role

INSTRUCTIONAL UNIT 3.12 GENDER-INFORMED CORRECTIONS

The trainee will learn the importance of gender-informed practices in correctional settings by promoting professionalism and identifying health care issues affecting women offenders.

UNIT DESCRIPTION

Gender-informed training will identify risk factors in prison settings and contribute to women's maladjustment to prison. The unit will outline ways in which prison management, staff members, and programming can better serve female prisoners by being more gender informed. Trainees will learn how prisons provide treatment and programming services aimed at reducing women's criminogenic need factors, use gendered assessments to place women into appropriate interventions and to appropriately plan for women's successful reentry into the community, and train staff members to be gender responsive.

PERFORMANCE OBJECTIVES

- 3.12.1 The trainee will understand women's pathways into the criminal justice system and the underlying gender responsive principles.
- 3.12.2 The trainee will define staff sexual misconduct with incarcerated persons, and identify why and how agency culture plays a role in staff sexual misconduct.
- 3.12.3 Identify some prevention mechanisms to minimize inappropriate staff-incarcerated persons relationships.

INSTRUCTIONAL UNIT 3.13 TRAUMA-INFORMED CORRECTIONS

The trainee will learn key strategies and awareness of trauma-informed practices that are evidence-based in de-escalation and recognition of trauma exposure in correctional facility incarcerated persons.

UNIT DESCRIPTION

The trainee will understand how individuals may be affected by and cope with trauma and victimization. This unit will aid in recognizing and minimizing power dynamics as trauma can take away a feeling of power from victims, and advocates or corrections staff who are in positions of power. Trauma-informed strategies focus on restoring a sense of power for the person who was victimized. This unit focuses on providing an atmosphere of safety and working in a manner designed to prevent relapse, revictimization, and retriggering of trauma.

PERFORMANCE OBJECTIVES

- 3.13.1 The trainee will describe trauma triggers and triggered responses.
- 3.13.2 The trainee will be able to explain why trauma is underreported in correctional facilities.
- 3.13.3 Trainees will be able to explain the benefits of trauma-informed care in correctional facility settings.

INSTRUCTIONAL UNIT 3.14 LAW ENFORCEMENT INTERACTIONS WITH TRANSGENDER INDIVIDUALS

The Trainee will understand the policies and procedures addressing transgender, intersex, gender non-conforming, and gender non-binary incarcerated persons in the custody of the county correctional facilities.

UNIT DESCRIPTION

The county correctional facilities are committed to addressing the needs of transgender, intersex, and gender non-conforming and non-binary incarcerated persons. Once the county correctional facility confirms an incarcerated persons' gender identity does not align with their gender assigned at birth, the department must take affirmative steps to determine appropriate facility and unit assignment.

PERFORMANCE OBJECTIVES

- 3.14.1 The trainee will identify times that incarcerated persons may inform county correctional facility about their gender identity to minimally include:
 - A. Initial Reception
 - B. Communication with Medical
 - C. Social Services
 - D. Administration
- 3.14.2 Incarcerated persons identifying as transgender, intersex, or non-binary, including those that self-identify, shall be referred to the Institutional Compliance committee or person.
 - A. Meet with the incarcerated persons within three (3) business days of notification
 - B. Notify incarcerated persons of right to express their own views about their safety and housing
 - C. Notify incarcerated persons of rights and availability of accommodations
- 3.14.3 The committee may deviate from the presumption, after an individualized determination and upon written certification that the placement would jeopardize the incarcerated persons' health and safety.
- 3.14.4 Trainee will identify the departmental policies regarding searching transgender incarcerated persons:
 - A. Transgender, intersex and non-binary incarcerated persons shall be given the opportunity to shower separately from other incarcerated persons;
 - B. Searches of all incarcerated persons shall be conducted in a professional, respectful manner and in the least intrusive manner possible;
 - C. Absent, emergent circumstances, strip searches shall be conducted by the staff of the same gender identity as the incarcerated persons.

INSTRUCTIONAL UNIT 3.15 CLOSE CUSTODY UNITS

The trainee will understand Close Custody Units in the county correctional facilities.

UNIT DESCRIPTION

This unit will define isolated confinement and the vulnerable incarcerated persons population. The unit focuses on the close custody units in the county correctional facilities.

PERFORMANCE OBJECTIVES

- 3.15.1 The trainee will define Isolated Confinement in Corrections.
- 3.15.2 The trainee will define vulnerable incarcerated persons population as established in the Isolated Confinement Restriction Act.
- 3.15.3 The trainee will identify the Close Custody units within a county correctional facility to minimally include:
 - 1. Protective Custody (PC);
 - 2. Pre-Hearing Disciplinary Housing; and
 - 3. Disciplinary Detention Unit.

Functional Area 4.0 Law

INSTRUCTIONAL UNIT 4.1 BASIC OF THE NEW JERSEY CODE OF CRIMINAL JUSTICE TITLE 2C

The trainee will understand basic principles underlying the New Jersey Code of Criminal Justice and the relationship of these principles to the substantive sections of the code.

UNIT DESCRIPTION

This unit introduces the trainee to the structure, major components, and basic principles of the New Jersey Code of Criminal Justice – Title 2C. The trainee will possess the ability to recognize violations that a County Correctional Police Officer is likely to encounter and will know the legal obligations in enforcing those laws. Legal defenses and sentencing provisions are also covered.

PERFORMANCE OBJECTIVES

- 4.1.1 The trainee will demonstrate techniques to be used in locating the appropriate statute in the New Jersey Code of Criminal Justice.
- 4.1.2 The trainee will define the term offense according to N.J.S.A. 2C:1-14.
- 4.1.3 The trainee will list the four (4) classifications of offenses according to N.J.S.A. 2C:1-4.
- 4.1.4 The trainee will identify basic principles of liability to minimally include:
 - A. The requirement that the act be voluntary
 - B. The mentally culpable states of acting purposely, knowingly, recklessly, and negligently
 - C. The acts which comprise the charge of being an accomplice to an offense and the consequences to the individual charged
- 4.1.5 The trainee will identify the State's standard regarding the "burden of proof".
- 4.1.6 The trainee will list and identify five (5) defenses available to those who have committed offenses.
- 4.1.7 The trainee will identify three (3) time limitations placed on criminal prosecutions.
- 4.1.8 The trainee will identify the application of utilizing the "ignorance of the law" defense on liability.
- 4.1.9 The trainee will identify "the elements of an offense" in determining whether an offense has occurred.

INSTRUCTIONAL UNIT 4.2 INCHOATE CRIMES

The trainee will be able to recognize and identify violations of New Jersey laws pertaining to the “inchoate crime” contained in N.J.S.A. 2C:5.

UNIT DESCRIPTION

This unit, which is based on the New Jersey Code of Criminal Justice 2C:5, deals with the inchoate crimes of conspiracy and criminal attempt. The trainee will be given practice in identifying each type of offense.

PERFORMANCE OBJECTIVES

- 4.2.1 The trainee will define what constitutes an inchoate crime.
- 4.2.2 The trainee, given various situations, will determine if the elements are present to justify arrest or prosecution for attempts to commit crimes.
- 4.2.3 The trainee, given various situations, will determine if the elements are present to justify an arrest or prosecution for conspiracies to commit crimes.

INSTRUCTIONAL UNIT 4.3 CRIMINAL HOMICIDE

The trainee will be able to recognize and identify violations of New Jersey laws pertaining to the criminal homicide offenses contained in N.J.S.A. 2C:11.

UNIT DESCRIPTION

This unit deals with the criminal homicide offenses of murder, aggravated manslaughter, manslaughter, and death by auto, described in the New Jersey Code of Criminal Justice 2C:11. The trainee will be given practice in identifying each type of criminal offense.

PERFORMANCE OBJECTIVES

4.3.1 The trainee will define the following terms in N.J.S.A. 2C:11-1:

- A. Bodily injury
- B. Serious bodily injury
- C. Deadly weapon
- D. Significant bodily injury

4.3.2 The trainee, given various situations, will identify elements that are present to justify an arrest or prosecution for criminal homicide and related offenses.

INSTRUCTIONAL UNIT 4.4 ASSAULT AND ASSAULT RELATED OFFENSES

The trainee will be able to recognize and identify violations of New Jersey laws pertaining to assault and assault-related offenses contained in N.J.S.A. 2C:12.

UNIT DESCRIPTION

This unit focuses on assault and assault-related offenses contained in the New Jersey Code of Criminal Justice 2C:12, and includes simple assault, aggravated assault, recklessly endangering another person, terroristic threats, stalking, assault upon the institutionalized elderly, assault by auto, and assault motivated by bias. Trainees will be given practice in identifying each type of assault.

PERFORMANCE OBJECTIVES

- 4.4.1 The trainee will identify, given various situations, if the elements are present to justify an arrest or prosecution for simple assault.
- 4.4.2 The trainee will identify, given various situations, if the elements are present to justify an arrest or prosecution for aggravated assault to minimally include:
 - A. Serious bodily injury
 - B. Significant bodily injury
 - C. Recklessly causing bodily injury
 - D. Assaults against certain public officials
- 4.4.3 The trainee will determine, given various situations, if the elements are present to justify an arrest or prosecution for terroristic threats.
- 4.4.4 The trainee will determine, given various situations, if the elements are present to justify an arrest or prosecution for disarming a County Correctional Police Officer.
- 4.4.5 The trainee will determine, given various situations, if the elements are present to justify an arrest or prosecution for the throwing of bodily fluids.

INSTRUCTIONAL UNIT 4.5 KIDNAPPING AND RELATED OFFENSES

The trainee will be able to recognize and identify violations and New Jersey laws pertaining to the kidnapping and kidnapping-related offenses contained in N.J.S.A. 2C:13.

UNIT DESCRIPTION

This unit, which is based on the New Jersey Code of Criminal Justice 2C:13, deals with kidnapping and the related offenses of criminal restraint, false imprisonment, interference with custody and criminal coercion. The trainee will be given practice in identifying each type of offense.

PERFORMANCE OBJECTIVES

- 4.5.1 The trainee, given various situations, will determine if the elements warrant an arrest or prosecution for kidnapping and related offenses.

INSTRUCTIONAL UNIT 4.6 SEXUAL OFFENSES

The trainee will know and understand the New Jersey laws that pertain to sexual offenses as set forth in N.J.S.A. 2C:14 and will be able to recognize and identify violations of these laws.

UNIT DESCRIPTION

This unit covers definitions, sexual assault, criminal sexual contact, lewdness, and the admissibility of evidence contained in N.J.S.A. 2C:14. Trainees will be given practice in identifying various sexual offenses.

PERFORMANCE OBJECTIVES

4.6.1 The trainee will define the following terms as listed in N.J.S.A. 2C:14-1:

- A. Actor
- B. Victim
- C. Sexual Penetration
- D. Sexual Contact
- E. Intimate Parts
- F. Severe Personal Injury
- G. Physically helpless
- H. Mentally defective
- I. Mentally incapacitated
- J. Coercion

4.6.2 The trainee, given various situations, will determine if the elements are present to justify an arrest or prosecution for aggravated sexual assault.

4.6.3 The trainee, given various situations, will determine if the elements are present to justify an arrest or prosecution for sexual assault.

4.6.4 The trainee, given various situations, will determine if the elements are present to justify an arrest or prosecution for aggravated criminal sexual contact.

4.6.5 The trainee, given various situations, will determine if the elements are present to justify an arrest or prosecution for criminal sexual contact.

4.6.6 The trainee, given various situations, will determine if the elements are present to justify an arrest or prosecution for lewdness.

INSTRUCTIONAL UNIT 4.7 ARSON AND PROPERTY DESTRUCTION

The trainee will be able to recognize and identify violations of New Jersey laws pertaining to the arson and property destruction offenses contained in N.J.S.A. 2C:17.

UNIT DESCRIPTION

This unit presents New Jersey laws pertaining to arson and property destruction offenses contained in N.J.S.A. 2C:17. Elements of the crime of arson, aggravated arson and criminal mischief are described. Trainees will receive practice in identifying such crimes.

PERFORMANCE OBJECTIVES

- 4.7.1 The trainee, given various situations, will determine if the elements are present to justify an arrest or prosecution for arson.
- 4.7.2 The trainee, given various situations, will determine if the elements are present to justify an arrest or prosecution for aggravated arson.
- 4.7.3 The trainee, given various situations, will determine if the elements are present to justify an arrest or prosecution for criminal mischief.

INSTRUCTIONAL UNIT 4.8 BURGLARY AND CRIMINAL INTRUSION

The trainee will be able to recognize and identify violations of New Jersey laws pertaining to burglary and criminal intrusion offenses contained in N.J.S.A. 2C:5 and 2C:18.

UNIT DESCRIPTION

This unit presents New Jersey laws that pertain to burglary and criminal intrusion offenses contained in N.J.S.A. 2C:18. Practice will be given to trainees in identifying burglary, criminal intrusion, and defiant trespasser offenses.

PERFORMANCE OBJECTIVES

- 4.8.1 The trainee will define the term structure according to N.J.S.A. 2C:18-1.
- 4.8.2 The trainee, given various situations, will determine if the elements are present to justify an arrest or prosecution for burglary.
- 4.8.3 The trainee, given various situations, will determine if the elements are present to justify an arrest or prosecution for the unlicensed entry of structures.
- 4.8.4 The trainee, given various situations, will determine if the elements are present to justify an arrest or prosecution for defiant trespass.
- 4.8.5 The trainee, given various situations, will determine if the elements are present to justify an arrest or prosecution for peering into windows or openings of dwelling places.

INSTRUCTIONAL UNIT 4.9 ROBBERY AND CARJACKING

The trainee will know and identify violations of New Jersey laws pertaining to robbery and carjacking offenses contained in N.J.S.A. 2C:15.

UNIT DESCRIPTION

This unit presents the New Jersey laws pertaining to robbery and carjacking. Trainees will be given practice identifying elements of the crimes and its classification.

PERFORMANCE OBJECTIVES

- 4.9.1 The trainee, given various situations, will determine if the elements are present to justify an arrest or prosecution for robbery.
- 4.9.2 The trainee, given various situations, will determine if the elements are present to justify an arrest or prosecution for carjacking.

INSTRUCTIONAL UNIT 4.10 THEFT OFFENSES

The trainee will know and identify violations of New Jersey laws pertaining to the theft offenses contained in N.J.S.A. 2C:20.

UNIT DESCRIPTION

This unit presents the New Jersey laws pertaining to theft of another's property, contained in N.J.S.A. 2C:20. Elements of the crimes of theft by unlawful taking, deception, and extortion, along with the related offenses of receiving stolen property, and theft of services.

PERFORMANCE OBJECTIVES

4.10.1 The trainee will define the following terms contained in N.J.S.A.2C:20:

- A. Deprive
- B. Movable property
- C. Property of another

4.10.2 The trainee, given various situations, will determine if the elements are present to justify an arrest or prosecution for theft and related offenses.

INSTRUCTIONAL UNIT 4.11 FOREGERY AND FRAUDULENT PRACTICES

The trainee will be able to recognize and identify violation of New Jersey laws pertaining to the forgery and fraudulent practices offenses contained in N.J.S.A. 2C:21.

UNIT DESCRIPTION

This unit presents New Jersey laws pertaining to forgery and fraudulent practices offenses contained in N.J.S.A. 2C:21. Trainees will be given practice in identifying forgery, fraud in public records, sale, purchase, giving or lending a law enforcement agency badge and wrongful impersonating.

PERFORMANCE OBJECTIVES

- 4.11.1 The trainee, given various situations, will determine if the elements are present to justify an arrest or prosecution for forgery.
- 4.11.2 The trainee, given various situations, will determine if the elements are present to justify an arrest or prosecution for the sale, purchase, giving or lending of a law enforcement agency badge.
- 4.11.3 The trainee, given various situations, will determine if the elements are present to justify an arrest or prosecution for falsifying or tampering with records.
- 4.11.4 The trainee, given various situations, will determine if the elements are present to justify an arrest or prosecution for wrongful impersonation.

INSTRUCTIONAL UNIT 4.12 BRIBERY AND CORRUPT INFLUENCE

The trainee will be able to recognize and identify violations of New Jersey laws pertaining to the bribery and corrupt offenses contained in N.J.S.A. 2C:27.

UNIT DESCRIPTION

The unit presents New Jersey laws contained in N.J.S.A. 2C:27 pertaining to bribery, threats of improper influence, compensation for past official behavior, retaliation for past official action, gifts to public servants by persons subject to their jurisdiction and compensating public servants for assisting private interests. The trainee will receive practice in identifying such crimes.

PERFORMANCE OBJECTIVES

- 4.12.1 The trainee will define the following terms according to N.J.S.A.2C:27-1, Offenses:
- A. Benefit
 - B. Government
 - C. Harm
 - D. Official proceeding
 - E. Party official
 - F. Pecuniary benefit
 - G. Public servant
 - H. Administrative proceeding
 - I. Statement
- 4.12.2 The trainee, given various situations, will determine if the elements are present to justify an arrest or prosecution for bribery in official and political matters.
- 4.12.3 The trainee, given various situations, will determine if the elements are present to justify an arrest or prosecution for threats and improper influences in official and political matters.
- 4.12.4 The trainee, given various situations, will determine if the elements are present to justify an arrest or prosecution for retaliation for past official action.

INSTRUCTIONAL UNIT 4.13 PERJURY AND OTHER FALSIFICATION IN OFFICIAL MATTERS

The trainee will be able to recognize and identify violations of New Jersey laws pertaining to perjury and falsification in official offenses contained in N.J.S.A. 2C:28.

UNIT DESCRIPTION

This unit presents New Jersey laws pertaining to perjury and other falsification in official matters contained in N.J.S.A. 2C:28. The elements of the following crimes are presented: perjury, false swearing, unsworn falsification to authorities, false reports to law enforcement authorities, tampering with witnesses, informants, evidence and public records, retaliation against witnesses and informants. Practice is provided in identifying the aforementioned offenses.

PERFORMANCE OBJECTIVES

- 4.13.1 The trainee, given various situations, will determine if the elements are present to justify an arrest or prosecution for perjury and related offenses.
- 4.13.2 The trainee, given various situations, will determine if the elements are present to justify an arrest or prosecution for tampering with or retaliating against witnesses and informants and related offenses.

INSTRUCTIONAL UNIT 4.14 OBSTRUCTING GOVERNMENTAL OPERATIONS AND ESCAPES

The trainee will be able to recognize and identify violations of New Jersey laws pertaining to obstructing governmental operations and escape offenses contained in N.J.S.A. 2C:29.

UNIT DESCRIPTION

This unit presents New Jersey laws pertaining to obstructing governmental operations and escape offenses contained in N.J.S.A. 2C:29. The elements of the offenses of obstructing the administration of law or other government functions, resisting arrest, hindering apprehension or prosecution, harming a law enforcement animal, or interference with a law enforcement officer using an animal, escape, implements of escape and prison contraband, use of electronic communication devices in correctional facilities, corrupting a jury, and contempt are described. The trainee will receive instruction and practice in identifying such offenses.

PERFORMANCE OBJECTIVES

- 4.14.1 The trainee, given various situations, will determine if the elements are present to justify an arrest or prosecution for obstructing the administration of law or other governmental function.
- 4.14.2 The trainee, given various situations, will determine if the elements are present to justify an arrest or prosecution for resisting arrest or eluding.
- 4.14.3 The trainee, given various situations, will determine if the elements are present to justify an arrest or prosecution for hindering apprehension or prosecution.
- 4.14.4 The trainee, given various situations, will determine if the elements are present to justify an arrest or prosecution for escape offenses.
- 4.14.5 The trainee, given various situations, will determine if the elements are present to justify an arrest or prosecution for introducing, providing, procuring, or making implements of escape or other contraband.
- 4.14.6 The trainee, given various situations, will determine if the elements are present to justify an arrest or prosecution for contempt.
- 4.14.7 The trainee, given various situations, will determine if the elements are present to justify an arrest or prosecution for harming a law enforcement animal.
- 4.14.8 The trainee, given various situations, will determine if the elements are present to justify an arrest or prosecution for the use of electronic communications devices in correctional facilities.

INSTRUCTIONAL UNIT 4.15 MISCONDUCT OR ABUSE IN OFFICE

The trainee will be able to recognize and identify violations of New Jersey laws pertaining to the misconduct or abuse in office offenses contained in N.J.S.A. 2C:30.

UNIT DESCRIPTION

This unit presents New Jersey laws pertaining to misconduct in and abuse of office offenses contained in N.J.S.A. 2C:30. The elements of the crime of official misconduct are described. The trainee will receive practice in identifying such crimes.

PERFORMANCE OBJECTIVES

- 4.15.1 The trainee, given various situations, will determine if the elements are present to justify an arrest or prosecution for official misconduct offenses.

INSTRUCTIONAL UNIT 4.16 RIOT, DISORDERLY CONDUCT, AND RELATED OFFENSES

The trainee will be able to recognize and identify violations of New Jersey laws pertaining to the riot and disorderly conduct offenses contained in N.J.S.A. 2C:33 and N.J.S.A. 2A:170.

UNIT DESCRIPTION

This unit presents New Jersey laws pertaining to the riot and disorderly conduct offenses contained in N.J.S.A. 2C:33. The elements of the offenses of riot, failure to disperse, harassment, obstructing highways and other public passages are discussed. The trainee will receive practice in identifying such offenses.

PERFORMANCE OBJECTIVES

- 4.16.1 The trainee, given various situations, will determine if the elements are present to justify an arrest or prosecution for riot and failure to disperse.
- 4.16.2 The trainee, given various situations, will determine if the elements are present to justify an arrest or prosecution for disorderly conduct.
- 4.16.3 The trainee, given various situations, will determine if the elements are present to justify an arrest or prosecution for harassment.
- 4.16.4 The trainee, given various situations, will determine if the elements are present to justify an arrest or prosecution for obstructing highways and other public passages.

INSTRUCTIONAL UNIT 4.17 FIREARMS OTHER DANGEROUS WEAPONS, AND INSTRUMENTS

The trainee will be able to recognize and identify violations of New Jersey laws pertaining to firearms, other dangerous weapons, and instruments of crime contained in N.J.S.A. 2C:39 and 2C:58.

UNIT DESCRIPTION

This unit, which is based on the N.J.S.A. 2C:39, deals with the illegal manufacture, sale and possession of weapons and dangerous articles and also with the provisions for legally surrendering such items. The unit also includes a reference to N.J.S.A. 2C:58-8 that stipulates requirements for reporting types of wounds to municipal or state police.

PERFORMANCE OBJECTIVES

4.17.1 The trainee will define the following terms:

- Dispose of
- Firearm
- Gravity knife
- Switchblade knife
- Weapon
- Stun gun
- Assault firearm
- Large capacity magazine

4.17.2 The trainee, given various situations, will identify the possessor according to N.J.S.A. 2C:39-2 in which firearms, weapons, destructive devices, silencers, or explosives are found in a vehicle.

4.17.3 The trainee, given various situations, will determine if the elements are present to justify an arrest or prosecution for possession of prohibited weapons and devices.

4.17.4 The trainee, given various situations, will determine if the elements are present to justify an arrest or prosecution for possession of weapons for unlawful purposes.

4.17.5 The trainee, given various situations, will determine if the elements are present to justify an arrest or prosecution for unlawful possession of weapons.

4.17.6 The trainee, given various situations, will determine if the elements are present to justify an arrest or prosecution for offenses involving firearms regulatory provisions or false application representations.

4.17.7 The trainee will identify the elements of the provision for the legal voluntary surrender of illegally possessed weapons, explosives, and other items the possession of which is illegal under N.J.S.A. 2C:39.

- 4.17.8 The trainee will list types of wounds that must be reported, according to N.J.S.A. 2C:58-8, to the municipal or state police.
- 4.17.9 The trainee will identify the elements for an individual to possess a firearm without a permit.
- 4.17.10 The trainee will identify the elements in order to legally possess a handheld chemical agent.
- 4.17.11 The trainee will identify the elements relating to the acquisition and disposal of firearms pursuant to the provisions of N.J.S.A. 2C:58-3.
- 4.17.12 The trainee will identify the rights of a New Jersey resident and an out-of- state resident to transport various weapons through the state.
- 4.17.13 The trainee will identify requirements relating to the temporary transfer of handguns, rifles, or shotguns.
- 4.17.14 The trainee will identify requirements for the safe storage of firearms in particular where they may be accessible to minors.

INSTRUCTIONAL UNIT 4.18 LAWS PERTAINING TO JUVENILES

The trainee will know and understand laws and procedures that pertain to juveniles in N.J.S.A. 2A:4A-20 through 90.

UNIT DESCRIPTION

This unit covers the provisions of the New Jersey Code of Juvenile Justice contained in N.J.S.A. 2A:4A-20 thru 90. The unit describes the Juvenile Justice system, its procedures, and initial alternatives available to law enforcement. The trainee is given practice in identifying the steps to follow in handling juvenile cases from initial contact through final disposition at the police level.

PERFORMANCE OBJECTIVES

4.18.1 The trainee will identify the philosophy and purposes underlying the New Jersey Code of Juvenile Justice.

4.18.2 The trainee will define the following terms according to New Jersey state law:

1. Juvenile
2. Delinquent
3. Juvenile family crisis

The trainee will define “custody” under the Code of Juvenile Justice and identify the criteria for taking a juvenile into custody

INSTRUCTIONAL UNIT 4.19 CONTROLLED DANGEROUS SUBSTANCES

The trainee will understand the need for controlling dangerous substances in a correctional institution. The trainee will possess a general understanding of controlled dangerous substance laws.

UNIT DESCRIPTION

This unit covers statutory provisions regarding the possession, distribution, and use of controlled dangerous substances. The trainee is given practice in identifying various substances and violations associated with drug use.

PERFORMANCE OBJECTIVES

- 4.19.1 The trainee will define the following terms:
- A. Controlled dangerous substances as related to Schedules I, II, III, IV, V, using the concepts of medical value and potential for abuse
 - B. Narcotic drugs
 - C. Controlled substance analog
 - D. Counterfeit substances
 - E. Imitation controlled dangerous substances
 - F. Possession and constructive possession
 - G. Deliver, distribute and possession with intent to distribute
 - H. Manufacturing controlled dangerous substances
 - I. Drug paraphernalia
- 4.19.2 The trainee, given a simulated situation, will determine whether the elements of the offense of possession, use or being under the influence as contained in N.J.S.A. 2C:35-10 are present, and whether the circumstances support an arrest for that offense.
- 4.19.3 The trainee, given a simulated situation, will determine whether the elements of the offense of manufacturing, distributing, or dispensing as contained in N.J.S.A. 2C:35-5 are present, and whether the circumstances support an arrest for that offense.
- 4.19.4 The trainee, given a simulated situation, will determine whether the elements of the offense of imitation controlled dangerous substances; distribution, possession, manufacture, etc. as contained in N.J.S.A. 2C:35-11 are present and whether the circumstances support an arrest for that offense.
- 4.19.5 The trainee, given a simulated situation, will determine whether the elements of each of the following offenses contained in N.J.S.A. 2C:36-1 et seq., are present, and whether the circumstances support an arrest for that offense.
- N.J.S.A. 2C:36-2 Use or Possession with Intent to Use (drug paraphernalia);
 - N.J.S.A. 2C:36-3 Distribute, Dispense or Possession with Intent to Distribute or Manufacture (drug paraphernalia);
 - N.J.S.A. 2C:36-4 Advertising to Promote Sale (drug paraphernalia);

- N.J.S.A. 2C:36-5 Delivering Drug Paraphernalia to Person Under 18 Years of Age;
- N.J.S.A. 2C:36-6 Possession or Distribution of Hypodermic Syringe or Needle.

4.19.6 The trainee, given a simulated situation, will determine whether the elements of the offense of prescription legend drugs as contained in N.J.S.A. 2C:35-10.5 are present, and whether the circumstances support an arrest for that offense.

Functional Area 5.0 Legal
Aspects of Arrest, Search and
Seizure and Use of Force

INSTRUCTIONAL UNIT 5.1 CONSTITUTIONAL RIGHTS

The trainee will understand how the United States Constitution and the Constitution of New Jersey provides safeguards for individual basic rights.

UNIT DESCRIPTION

This unit covers the basic rights of individuals as provided by the United States Constitution and the New Jersey Constitution, with special emphasis on the Federal First, Fourth, Fifth, Sixth, and Eighth Amendments and the corresponding state provisions. The authority of the courts in resolving constitutional issues is described, and the purpose of the court-created Exclusionary Rule is explained.

PERFORMANCE OBJECTIVES

- 5.1.1 The trainee will identify fundamental responsibilities of law enforcement officers to protect the constitutional rights of all citizens.
- 5.1.2 The trainee will identify the purpose of the Bill of Rights.
- 5.1.3 The trainee will identify the authority of the United States Supreme Court to interpret the United States Constitution to accommodate contemporary issues.
- 5.1.4 The trainee will identify the authority of the New Jersey Supreme Court to interpret the United States Constitution and the New Jersey Constitution.
- 5.1.5 The trainee, given a simulated situation, will determine whether or not First Amendment rights were violated.
- 5.1.6 The trainee, given a simulated situation, will determine whether or not Fourth Amendment rights were violated.
- 5.1.7 The trainee, given a simulated situation, will determine whether or not Fifth Amendment rights were violated.
- 5.1.8 The trainee, given a simulated situation, will determine whether or not Sixth Amendment rights were violated.
- 5.1.9 The trainee will identify the provision of the New Jersey Constitutional regarding bail for a person accused of a criminal offense.
- 5.1.10 The trainee, given a simulated situation depicting the rights of an individual regarding bail under the New Jersey Constitution, will determine if the provisions of the New Jersey Constitution were violated.
- 5.1.11 The trainee will identify the purpose of the Exclusionary Rule, and the consequences of violating a person's constitutional rights.

INSTRUCTIONAL UNIT 5.2 PROBABLE CAUSE

The trainee will understand the concept of probable cause.

UNIT DESCRIPTION

This unit discusses the concept and definition of probable cause. It covers the sources for developing probable cause and the considerations that should be taken into account for establishing probable cause. The trainee will be given practice in determining whether sufficient basis exists for establishing probable cause.

PERFORMANCE OBJECTIVES

- 5.2.1 The trainee will define probable cause as it pertains to an arrest and a search warrant.
- 5.2.2 The trainee will identify sources for developing probable cause.
- 5.2.3 The trainee, given a simulated situation, will determine whether or not there is sufficient basis for establishing probable cause. These situations will minimally include:
 - Law enforcement officer statements
 - Victim or witness statements
 - Criminal informants
 - Non-criminal informants

INSTRUCTIONAL UNIT 5.3 STREET ENCOUNTERS

The trainee will understand the legal requirements for various street encounters.

UNIT DESCRIPTION

This unit covers the legal requirements necessary for street encounters, including inquiries, stops and detentions, and covers legal guidelines regarding frisks. This unit introduces the concept of reasonable suspicion and discusses issues regarding use of force and Miranda warnings during a street encounter.

PERFORMANCE OBJECTIVES

- 5.3.1 The trainee will list the rights and obligations of the County Correctional Police Officer and citizen when engaged in voluntary conversations during an inquiry.
- 5.3.2 The trainee will identify the importance of maintaining courtesy, professionalism, and respect during a street encounter, and the impact on community relations.
- 5.3.3 The trainee will identify constitutional requirements for each of the following types of street encounters:
 - Investigatory Stop (Terry stop)
 - Investigatory Detention
 - Arrest
- 5.3.4 The trainee will define reasonable suspicion and identify how it varies from probable cause.
- 5.3.5 The trainee will identify sources for establishing reasonable suspicion.
- 5.3.6 The trainee, given simulated situations, will distinguish between an inquiry and a “Terry” stop.
- 5.3.7 The trainee, given simulated situations, will identify the force options or restraints that may be used during various street encounters.
- 5.3.8 The trainee, given simulated situations depicting street encounters, will determine whether or not a Miranda warning is required.
- 5.3.9 The trainee will identify circumstances justifying a frisk, including the application of the plain touch doctrine.

INSTRUCTIONAL UNIT 5.4 LEGAL REQUIREMENTS AND PROCEDURES OF LAWFUL ARREST

The trainee will understand the legal requirements and procedures before and after an arrest.

UNIT DESCRIPTION

This unit covers the legal requirements and procedures for an arrest both within the State and beyond the geographic boundaries of the State. This unit also discusses the requirements of both the Fifth and Sixth Amendments as they pertain to interrogation of suspects. It further discusses the role of the County Correctional Police Officer in law enforcement while off-duty in regard to N.J.A.C. Title 10A:3-3.6.

PERFORMANCE OBJECTIVES

- 5.4.1 The trainee will identify requirements of a legal arrest for:
- Indictable offenses
 - Disorderly persons offenses
- 5.4.2 The trainee, given simulated arrest situations, will identify the authority and jurisdiction of the County Correctional Police Officer as determined by statute and/or court-sanctioned authority. The situations will minimally include arrest:
- Within a geographic area of appointing authority
 - Beyond the geographic area of appointing authority
 - Based on pursuit
- 5.4.3 The trainee will identify exceptions to the arrest warrant requirement.
- 5.4.4 The trainee, given simulated situations depicting various arrest situations, will identify whether or not an arrest is lawful.
- 5.4.5 The trainee will identify liabilities and immunities of County Correctional Police Officers and private citizens in making an arrest.
- 5.4.6 The trainee will identify the role of the County Correctional Police Officer in an arrest situation.
- 5.4.7 The trainee will identify individuals who have immunity from arrest, specifically:
- Members of Congress
 - Members of State Legislature
 - Foreign diplomats
- 5.4.8 The trainee will identify procedures to follow when dealing with an individual who has immunity from arrest.

5.4.9 The trainee will identify conditions when Miranda warnings should be given to include:

- Custodial interrogation
- Public safety questions
- Exceptions

5.4.10 The trainee, given simulated situations, will determine whether or not Miranda warnings should be given.

5.4.11 The trainee, given simulated situations depicting a custodial suspect's request for an attorney, will determine the appropriate action to take.

5.4.12 The trainee, given simulated situations depicting a suspect's invocation of his/her right to remain silent, will determine the appropriate action to take.

5.4.13 The trainee will identify when a suspect's Sixth Amendment right to counsel becomes effective.

INSTRUCTIONAL UNIT 5.5 USE OF FORCE

The trainee will understand Attorney General policy regarding Use of Force as governed by law and the New Jersey Attorney General Use-Of- Force Policy 2021-14.

UNIT DESCRIPTION

This unit includes the Core Principles outlined in the Attorney General's Use-Of-Force Policy that all officers must adhere to in performance of their duties to include, limitations for the Use of Force, force as a last resort and duty to de-escalate and the consequences that may result from the misuse of force. The trainee will identify factors to consider when faced with a potentially threatening encounter that puts the safety of the public, self, or others in jeopardy. Situational awareness is critical; therefore, the trainee will understand how to properly apply the applicable legal standard and the New Jersey Attorney General's Use-Of-Force Policy 2021-14 necessary to achieve the law enforcement objective.

PERFORMANCE OBJECTIVES

5.5.1 The trainee will define and give examples of:

- Bodily harm
- Serious bodily harm
- Deadly force
- Unlawful force / Excessive Force
- Non-deadly force

5.5.2 The trainee will identify the levels of resistance that an officer may encounter as a factor in determining the appropriate amount of force that may be used in response.

5.5.3 The trainee will identify criteria for determining whether the use of force is reasonable, necessary, and proportional by using the Critical Decision-Making Model in defining characteristics and factors of the Six (6) force options which may be employed by a County Corrections Police Officer:

- Constructive Authority
- Physical Contact
- Physical Force
- Mechanical Force
- Enhanced Mechanical Force
- Deadly Force

5.5.4 The trainee will identify the Attorney General's policy on warning shots.

5.5.5 The trainee will identify force options that can be used to prevent escape of a suspect in custody.

- 5.5.6 The trainee will identify conditions that would justify the use of force at or from a moving vehicle.
- 5.5.7 The trainee will identify how the concept of “escalation of force” applies to confrontational situations in law enforcement.
- 5.5.8 The trainee will identify conditions that must be met before non- deadly force may be used by a law enforcement officer or a citizen to effect an arrest.
- 5.5.9 The trainee will identify conditions that must be met before deadly force may be used by a law enforcement officer to effect an arrest.
- 5.5.10 The trainee will identify force options that can be used to prevent escape from jail, prison, or a similar institution.
- 5.5.11 The trainee will identify conditions that must be met before non- deadly force may be used to prevent suicide or the commission of a crime involving bodily harm or damage to property.
- 5.5.12 The trainee will identify conditions that must be met before deadly force may be used to prevent suicide or the commission of a crime.
- 5.5.13 The trainee, given simulated situations, will determine whether the force used was reasonable, necessary, and proportional under the circumstances. These simulated situations will include the following:
- Use of non-deadly force to effect an arrest
 - Use of non-deadly force to prevent an escape from arrest
 - Use of deadly force to prevent escape from arrest
 - Use of deadly force to effect an arrest
 - Use of non-deadly force to prevent escape from custody
 - Use of deadly force to prevent escape from custody
 - Use of non-deadly force to prevent the commission of a crime
 - Use of deadly force to prevent the commission of a crime
- 5.5.14 The trainee will identify conditions that must be met in order for force to be used in defense of premises.
- 5.5.15 The trainee will explain when a request to desist must be used in defense of premises or personal property.
- 5.5.16 The trainee will identify conditions that must be met before non- deadly force may be used in defense of personal property.
- 5.5.17 The trainee, given simulated situations depicting defense of personal property, will determine whether the force option was reasonable.

- 5.5.18 The trainee will identify conditions which must be met before non- deadly force may be used in self-defense.
- 5.5.19 The trainee will distinguish between use of force in resisting arrest and use of force against unlawful force during an arrest.
- 5.5.20 The trainee will identify conditions that must be met before deadly force may be used in self-defense.
- 5.5.21 The trainee will identify conditions that must be met before non- deadly force may be used to protect a third party.
- 5.5.22 The trainee will identify conditions which must be met before deadly force may be used to protect a third party.
- 5.5.23 The trainee, given simulated situations, will determine whether the force used was reasonable under the totality of the circumstances. These situations will include the following:
- Use of non-deadly force in a self-defense situation
 - Use of deadly force in a self-defense situation
 - Retreat rule in a self-defense situation
 - Exceptions to the retreat rule
 - Use of non-deadly force in a situation involving defense of a third party
 - Use of deadly force involving defense of a third party
 - Retreat rule in a defense of a third-party situation
- 5.5.24 The trainee will give examples of what a County Corrections Police Officer must do to prevent another officer from using force illegally or inappropriately.
- 5.5.25 The trainee will list sanctions a County Corrections Police Officer may face as a result of improper Use of Force.
- 5.5.26 The trainee, given a simulated situation, will complete the authorized Use-Of-Force Report Form.
- 5.5.27 . Reserved
- 5.5.28 The trainee will understand the requirements for rendering aid during and after a Use-Of-Force incident to include recognizing symptoms of distress.

INSTRUCTIONAL UNIT 5.6 LEGAL REQUIREMENTS OF NON- INSTITUTIONAL AND INSTITUTIONAL SEARCHES

The trainee will understand the exceptions that allow a search to be made without a search warrant. The trainee will understand the basic legal requirements regarding body intrusion searches.

UNIT DESCRIPTION

Exceptions to the search warrant requirement are covered, including searches incident to arrest, consent searches, plain view, automobile exceptions and exigent circumstances. Body intrusion searches are also covered in this unit.

PERFORMANCE OBJECTIVES

- 5.6.1 The trainee will identify requirements and limitations of a search incident to arrest
- 5.6.2 The trainee, given a simulated situation involving a search with consent, will determine whether or not the search was lawful, and will explain the basis for that determination.
- 5.6.3 The trainee, given a simulated situation depicting a “plain view” seizure, will determine whether or not the requirements of the plain view exception were met.
- 5.6.4 The trainee, given a simulated situation, will determine the scope of a search following the custodial arrest of the occupants of a vehicle.
- 5.6.5 The trainee, given a simulated situation involving the search of an automobile under the automobile exception, will determine if the search was lawful.
- 5.6.6 The trainee will identify justifications for impounding a vehicle and inventorying the contents.
- 5.6.7 The trainee, given a simulated situation, will determine whether or not exigent circumstances exist to justify a warrantless search.
- 5.6.8 The trainee, given a simulated situation, will determine whether or not a warrantless search can be conducted based upon the abandonment of property.
- 5.6.9 The trainee will identify methods for seizure or extraction of physical evidence from a person’s body.
- 5.6.10 The trainee will identify criteria for the community caretaker exception to the search warrant requirement.
- 5.6.11 The trainee will identify requirements for the search of incarcerated persons confined to a county facility.
- 5.6.12 The trainee will identify requirements and departmental policy for cross-gender searches of incarcerated persons.

5.6.13 The trainee will identify procedures for searches of visitors and vehicles on institutional property.

Functional Area 6.0 **Communications**

INSTRUCTIONAL UNIT 6.1 REPORT WRITING FOR CORRECTIONS

The trainees will understand the importance of the report writing process within the correctional facility.

UNIT DESCRIPTION

This unit focuses on the importance of writing accurate and concise reports in accordance with departmental policies and procedures. The practice of taking notes in order to write an effective report is presented. This unit further identifies the value, qualities, and benefits of an organized written report.

PERFORMANCE OBJECTIVES

- 6.1.1 The trainee will define the term report.
- 6.1.2 The trainee will describe three (3) of the five (5) uses for writing a report.
- 6.1.3 The trainee will describe four (4) benefits of a written report.
- 6.1.4 The trainee will identify three (3) guidelines for writing a report.
- 6.1.5 The trainee will identify four (4) qualities of a well-written report.
- 6.1.6 The trainee will identify six (6) key elements of a well-written report.
- 6.1.7 The trainee will identify reasons for effective note taking.
- 6.1.8 The trainee will identify seven (7) components of a completed report.
- 6.1.9 The trainee will identify four (4) most common problems encountered in a written report.
- 6.1.10 The trainee, given simulated situations, will prepare a written report.

INSTRUCTIONAL UNIT 6.2 DISCIPLINARY REPORT WRITING

The trainee will be able to satisfactorily write a disciplinary report in the proper format.

UNIT DESCRIPTION

This unit provides information specifically oriented to correctional disciplinary report writing. Focus is given to utilizing the proper form for incarcerated persons discipline along with the citation of the correct infraction code in the report. Practical exercises will be an integral part of this unit.

PERFORMANCE OBJECTIVES

- 6.2.1 The trainee will identify various Departmental disciplinary report forms.
- 6.2.2 The trainee, given simulated situations and/or sets of facts, will identify prohibited acts to minimally include:
 - An asterisk offense
 - A non-asterisk offense
 - Applicable prohibited act code numbers
- 6.2.3 The trainee, given simulated situations, will identify whether or not the situations constitute infractions warranting a written disciplinary report.
- 6.2.4 The trainee, given simulated situations, will evaluate and prepare applicable written disciplinary reports.

INSTRUCTIONAL UNIT 6.3 RADIO COMMUNICATIONS

The trainee will understand the equipment and procedures for proper usage of a radio communication system.

UNIT DESCRIPTION

This unit focuses on the basic operation of a radio communication system. Proper codes, call signs and radio techniques are identified and explained.

PERFORMANCE OBJECTIVES

- 6.3.1 The trainee will identify proper radio sending and receiving procedures to include applicable codes and style of broadcast.
- 6.3.2 The trainee will identify proper radio procedures when transporting incarcerated persons.
- 6.3.3 The trainee will identify two (2) primary functions of the radio systems and method of operations.
- 6.3.4 The trainee will identify the location and use of the emergency button on an authorized radio.

INSTRUCTIONAL UNIT 6.4 BASIC GRAMMAR FOR EFFECTIVE REPORT WRITING

The trainee will be able to understand basic grammar for effective report writing.

UNIT DESCRIPTION

This unit will emphasis logical reasoning in applying the law using effective communication skills necessary for critical writing. Trainees will be taught formal organization of thought, paragraph coherence and transitions, and clarity and correctness at the sentence level. Emphasis will be placed on the difference between conversational English from professional text.

PERFORMANCE OBJECTIVES

- 6.4.1 The trainee will identify the parts of speech in English grammar.
- 6.4.2 The trainee will identify the 4 types of sentence structures.
- 6.4.3 The trainee will identify the 4 pitfalls that prevent people from writing complete, grammatically correct sentences.
- 6.4.4 The trainee will identify the 6 steps to follow in order to write a good paragraph.
- 6.4.5 The trainee will identify the 3 main components of an essay.
- 6.4.6 Practical Application: Incident report.

Functional Area 7.0 New Jersey
Administrative Code Title 10A

INSTRUCTIONAL UNIT 7.1 GOVERNING STANDARDS FOR CORRECTIONS

The trainee will understand the fundamental use of the New Jersey Administrative Code Title 10A reference publication and the direct relationship it has with correctional policy and procedure.

UNIT DESCRIPTION

This unit will discuss the development of the New Jersey Administrative Code Title 10A and how to use it as a reference source of information. It will explain how to use the Index and Definition Table to access information efficiently. Additionally, it stresses to the trainee the importance of obtaining knowledge of New Jersey Administrative Code Title 10A due to its direct relation to a County Correctional Police Officers daily duties.

PERFORMANCE OBJECTIVES

- 7.1.1 The trainee will identify the purpose of the New Jersey Administrative Code Title 10A.
- 7.1.2 The trainee will identify where to locate Case Note Abbreviations and explain how to use the Case Note Abbreviations page.
- 7.1.3 The trainee will identify the importance of locating the Chapter, Subchapter and Section and explain how to use them in referencing information.
- 7.1.4 The trainee will identify where to locate valid Title 10A pages and how to ensure the validity of a particular page.
- 7.1.5 The trainee will identify where to locate and how to use the Index.
- 7.1.6 The trainee will identify where to locate and how to use the Definition Table.
- 7.1.7 The trainee will identify where to locate and how to use the Statute- To-Rule and Rule-To-Statute Tables.
- 7.1.8 The trainee will identify how to use the Filing Instructions sheet associated with the New Jersey Administrative Code Update Service.

Functional Area 8.0 Emergency **Medical Care**

INSTRUCTIONAL UNIT 8.1 COMMUNICABLE DISEASES/MRSA

The trainee will recognize common diseases that one can encounter while working in a correctional environment and identify the means of preventing the transmission of those diseases.

UNIT DESCRIPTION

This unit describes common communicable diseases identified within a correctional facility and identifies methods to prevent their transmission. This unit will further discuss the procedures for medical follow-up post exposure.

PERFORMANCE OBJECTIVES

- 8.1.1 The trainee will identify various diseases likely to be encountered in an institution, to minimally include:
- AIDS
 - Hepatitis
 - Tuberculosis
 - COVID-19
- 8.1.2 The trainee will identify ways of preventing the transmission of diseases to minimally include:
- Protective gloves
 - Disposable airways/pocket masks
 - Face masks
 - Precautions from blood/body fluids
 - Steps to take when exposure takes place
- 8.1.3 The trainee will demonstrate an understanding of the importance of taking the Hepatitis B vaccine to include:
- Hepatitis B vaccine series
 - Declination of Hepatitis vaccine
 - Safety of injection
 - Method/Efficiency
 - Consent/Declination paperwork
- 8.1.4 The trainee will identify procedures for medical follow-up post exposure, to minimally include:
- Reporting exposure
 - Testing source blood
 - Employee option to test
 - Posttest follow-up

8.1.5 The trainee will demonstrate an understanding of record keeping required by the department.

INSTRUCTIONAL UNIT 8.2 CPR/BASIC FIRST AID/AED COURSE

The trainee will demonstrate the skills necessary to administer emergency medical care inclusive of Cardiopulmonary Resuscitation (CPR), Automated External Defibrillator (AED), and basic First Aid.

UNIT DESCRIPTION

This unit will discuss the principles, techniques, legal rights, and responsibilities of providing Basic First Aid and CPR. This unit will further discuss the function and proper use of the Automated External Defibrillator (AED) and Naloxone Administration.

PERFORMANCE OBJECTIVES

- 8.2.1 The trainee will successfully complete the requirements of the CPR, AED, and Basic First Aid Course chosen by the academy which adheres to the International Liaison Committee on Resuscitation (ILCOR) guidelines.

Functional Area 9.0 Weaponry **and Unarmed Defense**

INSTRUCTIONAL UNIT 9.1 FIREARMS SAFETY

The trainee will handle weapons in a safe manner.

UNIT DESCRIPTION

This unit introduces the department weapons, and stresses firearms safety requirements.

PERFORMANCE OBJECTIVES

9.1.1 The trainee will identify the safe handling of handguns, rifles and shotguns. This will minimally be done under the following conditions/situations:

- Securing all department authorized handguns, rifles, shotguns and off-duty handguns.
- Loading and unloading semi-automatic handguns, rifles and manual and auto loading shotguns.
- Using department authorized loading devices (Agency authorized loading devices include handgun and rifle magazines).
- Holstering and drawing department authorized handguns.
- Inspecting weapons.
- Operating weapons storage mechanisms in department authorized vehicles and in department authorized storage areas.
- Clearing malfunctions.

Agency Training 9.1.1 (d)

9.1.2 The trainee will identify the proper process in order to safely and effectively clear department authorized firearms prior to maintenance and/or storage to include the:

- Handgun
- Rifle
- Shotgun

* Note: Shotgun and Rifle are optional within this instructional unit. If sending agency utilizes shotgun or rifle, qualifications will be done during agency training.

INSTRUCTIONAL UNIT 9.2 SHOOTING FUNDAMENTALS

The trainee will identify the firearms and ammunition authorized for departmental use, and explain the mechanical functions, capabilities, and maintenance of these weapons.

UNIT DESCRIPTION

This unit requires the trainee to identify department authorized firearms, the major parts of the service handgun, and ammunition capabilities. The unit also covers the care and cleaning of department authorized handguns, rifles, and shotguns.

PERFORMANCE OBJECTIVES

- 9.2.1 The trainee will identify the firearms and ammunition authorized for use both on and off duty.
- 9.2.2 The trainee will identify the major parts of department authorized firearms to include the:
- Handgun
 - Rifle
 - Shotgun
- 9.2.3 The trainee will identify the basic mechanical functions of department authorized firearms to include the:
- Handgun
 - Rifle
 - Shotgun
- 9.2.4 The trainee will identify the effective range and lethal capabilities of department authorized firearms and ammunition to include the:
- Handgun
 - Rifle
 - Shotgun

* Note: Shotgun and Rifle are optional within this instructional unit. If sending agency utilizes shotgun or rifle, qualifications will be completed during agency training.

INSTRUCTIONAL UNIT 9.3 SHOOTING PRINCIPLES

The trainee will understand recognized shooting principles and will demonstrate the techniques of good marksmanship with the department authorized handgun, rifle, and shotgun.

UNIT DESCRIPTION

This unit covers the principles of good marksmanship (handgun, rifle, and shotgun).

PERFORMANCE OBJECTIVES

- 9.3.1 The trainee will identify the components of good marksmanship and will demonstrate the techniques with the handgun, rifle, and shotgun to minimally include:
- Stance
 - Grip
 - Breath control
 - Sight alignment
 - Trigger control
 - Follow through
- 9.3.2 The trainee will demonstrate commonly recognized handgun shooting positions to minimally include:
- Prone
 - Standing (barricade, strong hand)
 - Kneeling (barricade, strong hand)
 - Point shoulder (with or without barricade)
 - Natural point of aim
 - Tactical stance
 - Weapon retention
- 9.3.3 The trainee will demonstrate the recognized shooting positions with the rifle to minimally include:
- Standing (barricade, strong shoulder)
 - Kneeling (barricade, strong shoulder)
- 9.3.4 The trainee will demonstrate the standing strong-shoulder shooting position with the shotgun.
- 9.3.5 The trainee will identify loading techniques with the shotgun to minimally include:
- Administrative loading
 - Combat loading

* Note: Shotgun and Rifle are optional within this instructional unit. If sending agency utilizes shotgun or rifle, qualifications will be completed during agency training.

INSTRUCTIONAL UNIT 9.4 RANGE EXERCISES

The trainee will develop shooting proficiency with the department authorized handgun, rifle, and shotgun.

UNIT DESCRIPTION

This unit requires the trainee to demonstrate proficiency in using the department authorized handgun, rifle, and shotgun. Handgun and shotgun proficiency will be demonstrated in both daylight and subdued or low-light conditions.

PERFORMANCE OBJECTIVES

- 9.4.1 The trainee, given both day and subdued or low-light range exercises, will load, unload, and reload the department approved handgun, rifle, and shotgun, using authorized ammunition and any department approved device(s). Authorized ammunition can include training ammunition during these loading and unloading exercises.
- 9.4.2 In daylight the trainee will achieve, with the department approved handgun, an average of no less than 80% of a possible perfect score (100%) for three (3) consecutive firings of the Handgun Qualification Course (HQC) as set forth in the “Police Training Commission Basic Course Firearms Manual.”
- 9.4.3 Under subdued or low-light conditions the trainee will achieve, with the Department approved handgun, a score of no less than 80% of a possible perfect score (100%) for one firing of the Night Handgun Qualification Course (NHQC) as set forth in the “Police Training Commission Basic Course Firearms Manual.”
- 9.4.4 In daylight the trainee will achieve, with the department approved rifle, a score of no less than 80% of a possible perfect score (100%) for one firing of the Rifle Qualification Course (RQC) as set forth in the “Police Training Commission Basic Firearms Course Manual.”
- 9.4.5 In daylight and under subdued or low-light conditions the trainee will achieve, with the department approved shotgun, a score of no less than 80% of a possible perfect score (100%) for one firing of the Shotgun Qualification Course as set forth in the “Police Training Commission Basic Firearms Course Manual.”

* Note: Shotgun and Rifle are optional within this instructional unit. If sending agency utilizes shotgun or rifle, qualifications will be completed during agency training.

INSTRUCTIONAL UNIT 9.5 CHEMICAL AGENT DEVICES

The trainee will know the types, capabilities, and limitations of various chemical agent devices, and will explain local agency policies regarding their use.

UNIT DESCRIPTION

This unit acquaints the trainee with the types of chemical agent devices and their effects. Trainees will identify local agency policies regarding the use of these devices. They will also learn to select chemical agent devices that would be appropriate for use in given hypothetical situations.

PERFORMANCE OBJECTIVES

- 9.5.1 The trainee will identify various chemical agent devices and describe the capabilities and limitations of each. The chemical agent devices will include:
- 2-chlorobenzalmalononitrile (CS)
 - Oleoresin Capsicum (OC)
- 9.5.2 The trainee will identify department policy regarding the use of each chemical agent device.
- 9.5.3 The trainee will identify the factors to be considered in the decision to use a chemical agent. The factors to be explained will minimally include:
- Situational (e.g., Individual, crowd, attacking animal)
 - Characteristics of the chemical agent in relation to the circumstances presented
 - Environment
 - Avenues of escape
 - Preparedness and capabilities of control force
 - Proper donning and clearing of mask
- 9.5.4 The trainee, given simulated situations calling for the use of chemical agents including factors that would influence the types of agents used, will identify the types of agent(s) to be used dictated by the facts.
- 9.5.5 The trainee will identify safety precautions associated with carrying OC to include:
- Before using OC
 - When drawing OC
 - When re-holstering OC
 - When other officers are present
- 9.5.6 The trainee will identify OC spraying techniques to include:
- Vertical
 - Horizontal

- Circular
- Duration

9.5.7 The trainee will identify advantages and disadvantages of carrying OC on either the strong or support side.

9.5.8 The trainee, given simulated situations, will identify and practice verbal commands to be used before, during and after confrontations involving the use of OC.

9.5.9 The trainee will identify circumstances when OC should not be used. These circumstances will minimally include:

- Vicinity of infants
- Vicinity of juveniles under age 12
- Vicinity of the elderly
- Against certain persons in custody or in restraining devices
- Against persons operating a motor vehicle or occupying a motor vehicle capable of being operated
- Use of OC may pose a greater risk than an alternative use of force
- Against a cooperative person
- Against a passive resistor

9.5.10 The trainee will identify aftercare procedures to be taken when an individual has been sprayed with OC to include:

- Providing assistance to the person sprayed to alleviate the effects of OC and to preclude positional asphyxia
- Monitoring indications of Sudden In-Custody Deaths symptoms
- Monitoring suspect until symptoms disappear
- Identifying whether medical treatment should be obtained
- Informing proper medical personnel that the individual has recently been sprayed with OC

9.5.11 The trainee will identify indicators that medical treatment should be obtained. These indicators will minimally include:

- Display of physical symptoms other than a slight reddening of the skin
- Complaints of an inordinate amount of pain
- Symptoms persisting for more than thirty (30) minutes
- Presence of a respiratory disease

9.5.12 The trainee, given a simulated situation involving the application of OC, will complete an OC application report.

9.5.13 The trainee will identify the conditions that may cause death, which results from an individual being positioned in a way which interferes with his/her ability to breathe. The

precautions to be taken will minimally include:

- Don't hog-tie or hobble-tie a suspect
- Don't leave subject lying on stomach longer than necessary
- Don't sit or apply weight to a subject's back or chest
- Don't misinterpret subject's struggle for oxygen as continued resistance
- Keep subject sitting upright whenever possible
- Assign an officer to stay with, control and observe subject

9.5.14 The trainee will identify at-risk populations to minimally include:

- Obese persons
- Drug or alcohol intoxicated persons
- Subjects who refuse to submit to arrest and physical force is used ending in a violent struggle
- Unresponsiveness of the subject during or immediately after being subdued

9.5.15 The trainee will demonstrate the ability to navigate and complete three (3) job-related activities during a practical exercise.

9.5.16 The trainee will identify the limitations on use of force; In situations where officers are justified in using force, officers shall use only that degree of force that is reasonable, necessary, and proportional considering the totality of the circumstances, including the subject's mental and physical condition, the nature of the offense, and most importantly the level of resistance or threat known to the officer at the time.

INSTRUCTIONAL UNIT 9.6 UNARMED DEFENSE

At the conclusion of this training, the trainee will demonstrate an understanding of unarmed defense as an integral aspect of use of force training. In addition, the trainee will demonstrate a basic level of competence in performing defensive techniques.

UNIT DESCRIPTION

This unit will cover the principles underlying basic weaponless defense. The trainee will learn to use body parts as defensive weapons and will become familiar with the vulnerable parts of the body. The unit will also include disarming techniques and tactics to increase the officer's capability for self- protection.

PERFORMANCE OBJECTIVES

- 9.6.1 The trainee will identify why it is necessary to develop skills in defensive tactics.
- 9.6.2 The trainee will identify the limitations on use of force; In situations where officers are justified in using force, officers shall use only that degree of force that is reasonable, necessary, and proportional considering the totality of the circumstances, including the subject's mental and physical condition, the nature of the offense, and most importantly the level of resistance or threat known to the officer at the time.
- 9.6.3 The trainee will identify the two (2) branches of the Autonomic Nervous System.
- 9.6.4 The trainee will identify the function and the importance of the Parasympathetic Nervous System.
- 9.6.5 The trainee will identify the function and the importance of the Sympathetic Nervous System.
- 9.6.6 The trainee will identify five (5) symptoms of stress.
- 9.6.7 The trainee will identify what occurs to the blood flow during times of stress.
- 9.6.8 The trainee will identify what happens to injuries sustained during stress.
- 9.6.9 The trainee will define the term "adrenal dump."
- 9.6.10 The trainee will list the factors that can cloud focus and judgment during a high stress situation.
- 9.6.11 The trainee will identify two (2) ways to reduce stress caused by the Sympathetic Nervous System.
- 9.6.12 The trainee will list three (3) physical symptoms of stress that occur in response to a stressor or stimulus.

- 9.6.13 The trainee will list four (4) steps necessary to deal with a threat to personal safety.
- 9.6.14 The trainee will define constructive authority.
- 9.6.15 The trainee will demonstrate two (2) types of constructive authority.
- 9.6.16 The trainee will define physical contact.
- 9.6.17 The trainee will identify two (2) types of physical contact.
- 9.6.18 The trainee will define physical force.
- 9.6.19 The trainee will demonstrate two (2) types of physical force.
- 9.6.20 The trainee will define mechanical force.
- 9.6.21 The trainee will demonstrate two (2) types of mechanical force.
- 9.6.22 The trainee will simulate an example of deadly force.
- 9.6.23 The trainee will define non-verbal resistance.
- 9.6.24 The trainee will demonstrate three (3) types of non-verbal resistance.
- 9.6.25 The trainee will define verbal resistance.
- 9.6.26 The trainee will demonstrate one (1) type of verbal resistance conduct.
- 9.6.27 The trainee will define a passive resistor to include examples of passive resistance.
- 9.6.28 The trainee will demonstrate three (3) strategies used as passive resistance conduct.
- 9.6.29 The trainee will define an active resistor to include examples of active resistance.
- 9.6.30 The trainee will demonstrate a strategy used as active resistance.
- 9.6.31 The trainee will define an active assailant to include types of active aggression.
- 9.6.32 The trainee will demonstrate three (3) types of active aggression.
- 9.6.33 The trainee will demonstrate the interview stance.
- 9.6.34 The trainee will demonstrate the defensive stance.
- 9.6.35 The trainee will demonstrate one (1) block from a strike to the high zone.
- 9.6.36 The trainee will demonstrate one (1) block from a strike to the middle zone.

- 9.6.37 The trainee will demonstrate one (1) block from a strike to the low zone.
- 9.6.38 The trainee will identify five (5) parts of the body which can be used as personal impact weapons.
- 9.6.39 The trainee will demonstrate three (3) personal weapon techniques.
- 9.6.40 The trainee will demonstrate one (1) clinching technique.
- 9.6.41 The trainee will demonstrate two (2) escape techniques from choke holds.
- 9.6.42 The trainee will demonstrate one (1) escape technique from a grabbing hold.
- 9.6.43 The trainee will demonstrate one (1) escape technique from a bear hug.
- 9.6.44 The trainee will demonstrate one (1) escape technique from a tackle.
- 9.6.45 The trainee will demonstrate two (2) escort techniques.
- 9.6.46 The trainee will demonstrate two (2) take down techniques by an officer to a subject from the escort position.
- 9.6.47 The trainee will demonstrate two (2) stunning techniques.
- 9.6.48 The trainee will demonstrate one (1) break fall.
- 9.6.49 The trainee will demonstrate one (1) escape technique from the mount position.
- 9.6.50 The trainee will demonstrate one (1) escape technique from the guard position.
- 9.6.51 The trainee will demonstrate one (1) technique for weapon retention in the holster.
- 9.6.52 The trainee will demonstrate one (1) technique for weapon retention out the holster.
- 9.6.53 The trainee will demonstrate one (1) technique for weapon retention while on the ground.
- 9.6.54 The trainee will demonstrate one (1) subject weapon disarm.
- 9.6.55 The trainee will demonstrate the proper stance when confronted by a suspect with an edged/blunt weapon.
- 9.6.56 The trainee will demonstrate the recommended safe distance when confronted by a suspect with an edged/blunt weapon.
- 9.6.57 The trainee will demonstrate a block/parry against an overhead attack with an edged/blunt weapon.
- 9.6.58 The trainee will demonstrate a block/parry against a stab with an edged weapon.

- 9.6.59 The trainee will demonstrate a block/parry against a slash with an edged/blunt weapon.
- 9.6.60 The trainee will demonstrate how to access his/her weapon when attacked with an edge/blunt weapon.
- 9.6.61 The trainee will demonstrate one (1) standing search of a subject.
- 9.6.62 The trainee will identify three (3) areas, on a person, where a weapon can be concealed.
- 9.6.63 The trainee will identify two (2) types of enhanced restraints.
- 9.6.64 The trainee will define Positional Asphyxiation.
- 9.6.65 The trainee will demonstrate a transportation procedure for one prisoner.
- 9.6.66 The trainee will demonstrate a transportation procedure for two (2) prisoners.
- 9.6.67 The trainee will demonstrate a proper handcuffing technique for a prisoner.
- 9.6.68 The trainee will demonstrate the proper transportation protocol for a juvenile prisoner.
- 9.6.69 The trainee will identify the reporting requirements of the use of force form required by the Office of the Attorney General.
- 9.6.70 The trainee will understand the requirements in their duty to render aid when force has been used.
- 9.6.71 The trainee will understand the duty to take steps to prevent any use of force that is illegal, excessive, or otherwise inconsistent with such policies, regulations, and laws, if possible, before a fellow officer uses excessive, illegal, or otherwise inappropriate force.
- 9.6.72 The trainee will understand that force shall only be used as a last resort when necessary to accomplish lawful objectives that cannot reasonably be achieved through verbal commands, critical decision making, tactical deployment or de-escalation techniques.
- 9.6.73 The trainee will understand that deadly force will only be used as an absolute last resort and their duty to avoid actions which create a substantial risk of death or serious bodily injury.
- 9.6.74 The trainee will identify the requirements for activating a Body Worn Camera during Use-Of-Force incident involving self- defense.

INSTRUCTIONAL UNIT 9.7 BATON TECHNIQUES

The trainee will develop an operational level of skill in using the baton and will know when and how to apply the principles and techniques in law enforcement work. Baton Techniques.

UNIT DESCRIPTION

This unit identifies the low and high-risk vulnerable areas of the body, covers the basic techniques of using the baton, and develops an awareness of the consequences that might result from inappropriate use of the baton.

PERFORMANCE OBJECTIVES

- 9.7.1 The trainee will name the parts of the baton.
- 9.7.2 The trainee will identify the purpose and function of the baton in law enforcement, and the possible consequences of inappropriate use.
- 9.7.3 The trainee will identify vulnerable parts of the body where a baton blow:
 - A. Can produce pain or incapacitation with little risk of permanent injury
 - B. Can cause permanent injury or death
- 9.7.4 The trainee will demonstrate the ability to control and use the baton effectively with minimal force in a given situation.
- 9.7.5 The trainee will identify the limitations on use of force; In situations where officers are justified in using force, officers shall use only that degree of force that is reasonable, necessary, and proportional considering the totality of the circumstances, including the subject's mental and physical condition, the nature of the offense, and most importantly the level of resistance or threat known to the officer at the time.

Functional Area 10.0
Correctional Security Concepts

INSTRUCTIONAL UNIT 10.1 ROLE OF SECURITY

The trainee will become aware of the factors that make up the overall security in an institution.

UNIT DESCRIPTION

This unit provides an overview of institutional security focusing on the components and objectives that make up overall security in a correctional environment.

PERFORMANCE OBJECTIVES

10.1.1 The trainee will define security.

10.1.2 The trainee will identify objectives of institutional security to minimally include:

- No escapes
- No contraband
- No disturbances

10.1.3 The trainee will list seven (7) components of institutional security to minimally include:

- Classification
- Inspections
- Firearms control
- Key control
- Incarcerated persons head counts
- Searches
- Emergency plans

INSTRUCTIONAL UNIT 10.2 KEY CONTROL

The trainee will recognize keys found in institutions and their uses. The trainee will know the rules governing safeguarding keys.

UNIT DESCRIPTION

This unit introduces the trainee to the various types and uses of keys commonly encountered in institutional settings and discusses the proper control of keys.

PERFORMANCE OBJECTIVES

10.2.1 The trainee will list requirements for proper key control.

10.2.2 The trainee will identify various types of keys and give examples of the following:

- Maximum Security Keys
- Medium Security Keys
- Non-Security Keys

INSTRUCTIONAL UNIT 10.3 INCARCERATED PERSONS COUNTS

The trainee will be able to safely and effectively take an accurate count of incarcerated persons under his/her charge.

UNIT DESCRIPTION

This unit introduces the trainee to the importance of accurate incarcerated persons counts and provides techniques for proper counting procedures.

PERFORMANCE OBJECTIVES

10.3.1 The trainee will identify the purpose of an accurate incarcerated persons count.

10.3.2 The trainee will identify two (2) main types of counts to include:

- Scheduled
- Unscheduled

10.3.3 The trainee will identify steps an officer should follow to ensure an accurate count. These steps will minimally include:

- Never allow distractions
- Never guess or make assumptions
- Never take an incarcerated persons' word regarding who is present
- Avoid set patterns
- Keep control of the situation during the count

INSTRUCTIONAL UNIT 10.4 CONTRABAND AND INCARCERATED PERSONS SUB-ECONOMIC SYSTEM

The trainee will understand how contraband functions in the institutional setting.

UNIT DESCRIPTION

This unit introduces the trainee to the concept of contraband and discusses illegal trafficking and economic systems unique to institutional settings.

PERFORMANCE OBJECTIVES

- 10.4.1 The trainee will define contraband.
- 10.4.2 The trainee will identify types of contraband.
- 10.4.3 The trainee will identify sources of contraband.
- 10.4.4 The trainee will list methods of controlling contraband.
- 10.4.5 The trainee, given a list of items found in a correctional facility, will identify those items that could be used to produce contraband.
- 10.4.6 The trainee will identify the role of the incarcerated persons sub-economy in the institution.
- 10.4.7 The trainee will identify examples of the incarcerated persons system of bartering.
- 10.4.8 The trainee will describe contraband differences within male and female housing units.

INSTRUCTIONAL UNIT 10.5 DRUG IDENTIFICATION

The trainee will recognize various drugs and the effects certain drugs have on the human body.

UNIT DESCRIPTION

This unit discusses the various aspects of substance abuse in a correctional setting including how drugs enter a correctional institution and their impact on the incarcerated persons population. This unit will further discuss the different categories of drugs and will provide examples of both drugs and intoxicants. The methods of ingesting substances and resulting physiological effects drugs have on the human body will also be discussed.

PERFORMANCE OBJECTIVES

- 10.5.1 The trainee will identify the various classifications of drugs and why various drugs are assigned to five (5) different drug schedules.
- 10.5.2 The trainee will identify physical characteristics of drugs within each drug classification to minimally include:
 - Cocaine
 - Crack
 - Marijuana
 - Heroin
 - K2 or K3
 - Fentanyl
- 10.5.3 The trainee will identify common methods for drug use and paraphernalia within the institutional setting.
- 10.5.4 The trainee will identify basic signs and symptoms of incarcerated persons s taking legal/illegal drugs as stated in this unit.
- 10.5.5 The trainee will identify department policies regarding the practice of allowing incarcerated persons s to retain certain medications prescribed and dispensed by medical staff.
- 10.5.6 The trainee will identify four (4) possible ways to prevent illegal drugs from entering a correctional institution to minimally include:
 - Incarcerated persons
 - Staff
 - Visitors
 - Mail
 - Volunteers

INSTRUCTIONAL UNIT 10.6 SEARCH OF PERSONS

The trainee will understand the rationale and legal requirements for body searches, both clothed and unclothed, and the procedures to follow to conduct safe and effective searches of persons.

UNIT DESCRIPTION

This unit discusses the various types of searches of persons; when, where and by whom each may appropriately be performed and the procedures for performing the searches.

PERFORMANCE OBJECTIVES

10.6.1 The trainee will identify basic types of body searches to minimally include:

- Visual/Cursory
- Pat-down (clothed)
- Field (standing, kneeling, prone)
- Strip (unclothed)
- Metal Detector

10.6.2 The trainee will identify common principles of the search of a person to minimally include:

- Constant alertness
- Maintaining a position of control and advantage
- Thoroughness
- Safeguarding of weapons as applicable

10.6.3 The trainee will list reasons for conducting incarcerated persons searches.

10.6.4 The trainee will identify places on the persons of both males and females where dangerous weapons and/or contraband may be found.

10.6.5 The trainee will identify basic rules for conducting effective clothed incarcerated persons searches.

10.6.6 The trainee will identify basic rules for conducting unclothed incarcerated persons searches.

10.6.7 The trainee will list three (3) reasons for conducting an unclothed incarcerated person search rather than a clothed search.

10.6.8 The trainee will identify problems which may arise during unclothed incarcerated persons searches.

10.6.9 The trainee will identify requirements pertaining to body cavity searches.

INSTRUCTIONAL UNIT 10.7 SEARCH OF CELLS AND OTHER AREAS

The trainee will understand the main elements of searching cells and other areas of a correctional facility.

UNIT DESCRIPTION

This unit focuses on the reasons for and components of a safe and effective search of cells and various other areas in a correctional facility.

PERFORMANCE OBJECTIVES

10.7.1 The trainee will identify elements of a safe and effective search of a cell and/or area for contraband to minimally include:

- Containment of the area
- Containment of area(s) already searched
- Use of a systematic method
- Safe searching technique

10.7.2 The trainee, given simulated situations, will safely and effectively initiate and conduct a search for contraband to minimally include:

- Search of a cell
- Search of other areas in a correctional facility
- The Activation of the Body Worn Camera while conducting a search

10.7.3 The trainee will identify reasons for conducting cell and area searches to minimally include:

- Prevent escapes
- Prevent violence
- Curtail contraband
- Maintain sanitation standards

10.7.4 The trainee will identify basic rules which apply to cell and area searches to minimally include:

- Being systematic
- Being thorough
- Being curious
- Looking before touching

INSTRUCTIONAL UNIT 10.8 USE OF MECHANICAL RESTRAINTS

The trainee will understand the use of mechanical restraints, to include application and removal.

UNIT DESCRIPTION

This unit focuses on the use of mechanical restraints within a correctional environment. It includes use of restraints within the institution and during trips outside of the institution. It includes department policy on the use of restraints and precautions to be followed.

PERFORMANCE OBJECTIVES

10.8.1 The trainee will identify purposes for using mechanical restraints to minimally include:

- Handcuffs as temporary restraining devices
- Types of handcuffs
- Construction and mechanics of handcuffs
- Use of mechanical restraints

10.8.2 The trainee will identify handcuffing principles which will reasonably guarantee restraint of an incarcerated persons to minimally include:

- Officer safety
- Maintaining a position of control and advantage
- Practices to avoid

10.8.3 The trainee will identify legal considerations involved with mechanically restraining an individual.

- Legal aspects/liabilities
- Medical concerns
- Bodily injuries
- Positional asphyxia
- Any stage of pregnancy including postpartum

10.8.4 The trainee will demonstrate the application and removal of mechanical restraining devices to include:

- Standing handcuffing (compliant and non-compliant)
- Prone handcuffing
- Approach of a suspect
- Escort within the institution
- Applying restraints for transport outside of institution

INSTRUCTIONAL UNIT 10.9 CELL EXTRACTION

The trainee will understand how to affect a safe and successful cell extraction of an incarcerated persons.

UNIT DESCRIPTION

This unit focuses on the procedures and techniques used to conduct a cell extraction. As this is a collective task requiring a team and a supervisor, it is imperative that each trainee understand his/her role in the task. Special attention is paid to the awareness of positional asphyxia.

PERFORMANCE OBJECTIVES

- 10.9.1 The trainee will identify factors leading up to the need for a cell extraction.
- 10.9.2 The trainee will identify key positions and duties of each member of a cell extraction team.
- 10.9.3 The trainee will identify commonly accepted causes of positional asphyxia.
- 10.9.4 The trainee will identify symptoms associated with “in-custody death syndrome”.
- 10.9.5 The trainee, given a simulated situation, will participate as a team member, and effect a “dynamic” cell extraction.

INSTRUCTIONAL UNIT 10.10 TRANSPORTATION OF INCARCERATED PERSONS

The trainee will understand how to transport incarcerated persons safely and effectively.

UNIT DESCRIPTION

This unit presents information, skills, and methods necessary to ensure safe and successful transportation of incarcerated persons. Methods are described for handling incarcerated persons who warrant special consideration.

PERFORMANCE OBJECTIVES

- 10.10.1 The trainee will identify elements for the safe transportation of incarcerated persons to minimally include:
- Search of the transport vehicle immediately prior to and following the transport of incarcerated persons
 - Search of the incarcerated persons to include pat frisk and strip search
 - Proper application of restraint equipment to include handcuffs, belly chain, black box, padlock, and leg irons
- 10.10.2 The trainee, given simulated situations, will demonstrate the proper application of handcuffs, belly chain, black box, padlock, and leg irons.
- 10.10.3 The trainee will identify departmental policy regarding transportation of incarcerated persons to minimally include:
- Transporting incarcerated persons of the opposite sex
 - Positioning within the vehicle
 - Transporting injured/sick incarcerated persons
 - Transporting Pregnant/Postpartum incarcerated persons
 - Documentation and accountability
- 10.10.4 The trainee, given simulated situations, will demonstrate a safe and effective search of a transport vehicle.
- 10.10.5 The trainee, given simulated situations, will demonstrate the ability to safely transport incarcerated persons.

INSTRUCTIONAL UNIT 10.11 OFFICER OBSERVATION TECHNIQUES

The trainee will understand and identify the important role of County Correctional Police Officer observations in correctional settings.

UNIT DESCRIPTION

This unit focuses on the importance of County Correctional Police Officer observations in a correctional facility as a means of recognizing unusual occurrences, which may forecast trouble. Appropriate action based upon that observation and experience could then be initiated.

PERFORMANCE OBJECTIVES

- 10.11.1 The trainee will identify basic rules of County Correctional Police Officer observation.
- 10.11.2 The trainee will identify how the observation of slight changes in incarcerated persons behavior and/or routines may trigger a sense of pending unrest in the County Correctional Police Officer.
- 10.11.3 The trainee will identify indicators which may indicate a possible pending major incident.
- 10.11.4 The trainee will identify the importance of reporting any information (Critical) that reasonably indicates potential trouble within the institution to a supervisor.
- 10.11.5 The trainee will identify safety precautions governing situations encountered on the job to minimally include:
 - Walking multi-tiered housing units
 - Approaching doors
 - Sitting adjacent to doors
 - Being in blind stairwells

INSTRUCTIONAL UNIT 10.12 MOB DYNAMICS

The trainee will understand the dynamics of a mob and learn procedures to control the mob.

UNIT DESCRIPTION

This unit focuses on mob psychology, recognizing signs of group tension and unrest, and the basic principles of mob control.

PERFORMANCE OBJECTIVES

- 10.12.1 The trainee will identify two (2) indicators that a crowd is evolving into a mob.
- 10.12.2 The trainee will identify characteristics of a mob.
- 10.12.3 The trainee will identify types of incarcerated persons mobs likely to form in a correctional facility.
- 10.12.4 The trainee will list seven (7) recommended procedures for effectively handling an incarcerated persons mob.

INSTRUCTIONAL UNIT 10.13 CRISIS INTERVENTION AND EMERGENCY PLANS

The trainee will learn the importance of emergency plans. The trainee will also learn management techniques to be used during a crisis situation.

UNIT DESCRIPTION

This unit provides information about emergency response procedures for crisis situations/riot that can occur in a correctional institution.

PERFORMANCE OBJECTIVES

- 10.13.1 The trainee will identify stages of a riot.
- 10.13.2 The trainee will identify riot control techniques.
- 10.13.3 The trainee will identify five (5) steps of an effective crisis management process.
- 10.13.4 The trainee will identify steps taken when emergency plans and procedures are initiated for the following situations:
 - Escapes
 - Fires
 - Natural Disasters
 - Power Failures
 - Corrections Emergency Response Team (CERT)

INSTRUCTIONAL UNIT 10.14 HOSTAGE SURVIVAL

The trainee will understand the importance of time in a hostage situation and will possess the knowledge to act appropriately if taken hostage.

UNIT DESCRIPTION

This unit deals with hostage safety and survival and provides information on time-delaying tactics and crisis intervention techniques.

PERFORMANCE OBJECTIVES

- 10.14.1 The trainee will identify the importance of “time” in a hostage situation.
- 10.14.2 The trainee will identify techniques designed to help ensure personal (Critical) safety if taken hostage.
- 10.14.3 The trainee will identify reasons why hostages are taken.
- 10.14.4 The trainee will identify the department objectives of a successful hostage resolution.
- 10.14.5 The trainee will identify the specialized units activated during a hostage situation: CERT negotiators and county emergency response teams, and other agencies (Sheriff Dept., State Police, local Police Departments, SWAT team).
- 10.14.6 The trainee will understand that orders given, and requests made by hostage(s) of higher rank are not to be carried out.

INSTRUCTIONAL UNIT 10.15 FIRE SAFETY

The trainee will understand the importance of reacting effectively to fires.

UNIT DESCRIPTION

This unit will discuss fire prevention, the different types of fires, and the types of fire extinguishers used on these fires. This unit will further discuss the proper way to utilize departmental Self-Contained Breathing Apparatus, and the importance of respiratory protection.

PERFORMANCE OBJECTIVES

- 10.15.1 The trainee will identify five (5) components of fire prevention.
- 10.15.2 The trainee will identify seven (7) danger signs that indicate an area is unsafe to enter.
- 10.15.3 The trainee will identify five (5) different types of portable fire extinguishers, and the classifications of fires on which they are used.
- 10.15.4 The trainee will demonstrate the proper use of fire extinguishers.
- 10.15.5 The trainee will identify three (3) examples of respiratory protection.
- 10.15.6 The trainee will demonstrate the proper techniques of donning and doffing the 1 Self-Contained Breathing Apparatus (SCBA)
- 10.15.7 The trainee will identify three (3) general maintenance procedures for the departmental Self-Contained Breathing Apparatus (SCBA).
- 10.15.8 The trainee will identify procedure regarding fire emergencies.
- 10.15.9 The trainee will identify the three (3) components of the fire triangle.

INSTRUCTIONAL UNIT 10.16 HANDLING OF SUSPICIOUS MAIL AND PACKAGES

The trainee will understand the procedures to be implemented in the event a package or piece of mail contains or is suspected of containing hazardous material within a correctional facility.

UNIT DESCRIPTION

This unit will discuss the identification and handling of suspicious mail and/or packages. This unit will further discuss general precautions, tools to identify and the handling of suspicious mail and/or packages.

PERFORMANCE OBJECTIVES

- 10.16.1 The trainee will describe general precautions for mail and package handling.
- 10.16.2 The trainee will identify possible indicators of a suspicious letter and/or package.
- 10.16.3 The trainee will identify common drugs that enter the facility and examples of entry.
- 10.16.4 The trainee will describe the proper methods of handling an encountered suspicious letter and/or package.
- 10.16.5 The trainee will identify procedures and reporting methods to be used when a suspicious letter and/or package has been identified.

INSTRUCTIONAL UNIT 10.17 (RESERVED)

Note: Instructional Unit 10.17 is reserved for future use.

INSTRUCTIONAL UNIT 10.18 COUNTERTERRORISM

The trainee will possess an understanding of international and domestic terrorism as it relates to institutional security with a correctional facility.

UNIT DESCRIPTION

This unit will discuss various terrorism related issues as they may relate to incarcerated persons, contractor, volunteer and staff safety and security within a correctional facility. Methods discussed will promote a correctional police officer's situational awareness with respect to the radicalization of incarcerated persons populations. A historical overview concerning the origins of domestic and international terrorism will be discussed identifying the differences between various faiths or sects with an emphasis on the radicalization of incarcerated persons s. This unit will further discuss signs of radicalization and the appropriate protocol for reporting suspected radicalization within a correctional facility. This unit will discuss the benefits and dangers of intelligence if handled improperly with respect to criminal prosecutions and constitutional law as it relates to religious freedom.

PERFORMANCE OBJECTIVES

- 10.18.1 The trainee will be able to identify the joint goals of the New Jersey Office of Homeland Security and Preparedness and the Joint Terrorism Task force to include:
 - A. Detection;
 - B. Prevention; and
 - C. Response.
- 10.18.2 The trainee will be able to identify the mission of the New Jersey Office of Homeland Security and Preparedness.
- 10.18.3 The trainee will be able to state the mission of the Joint Terrorism Task Force.
- 10.18.4 The trainee will be able to identify the major activities of the New Jersey Office of Homeland Security and Preparedness and the Joint Terrorism Task Force.
- 10.18.5 The trainee will be able to explain the process of how information is gathered/disseminated by the New Jersey Office of Homeland Security and Preparedness and the Joint Terrorism Task Force.
- 10.18.6 The trainee will be able to identify the five handling codes used by the Terrorism Screening Center on an NCIC query and the steps to take in response to each.
- 10.18.7 The trainee will be able to identify the procedures for reporting suspicious activities or tips relating to potential terrorist activities in accordance with Attorney General Law Enforcement Directive 2016-7.

- 10.18.8 The trainee will identify the three (3) main categories of domestic terrorism.
- 10.18.9 The trainee will identify four (4) domestic terrorist groups that are active in New Jersey.
- 10.18.10 The trainee will identify tattoos, dress, grooming and insignia of domestic terrorist groups.
- 10.18.11 The trainee will identify signs of potential domestic terrorist involvement which may be observed in a jail/prison setting.
- 10.18.12 The trainee will identify international terrorism.
- 10.18.13 The trainee will identify the goals of terrorism.
- 10.18.14 The trainee will identify two significant trends in international terrorism.
- 10.18.15 The trainee will identify the three (3) main categories of international terrorist organizations.
- 10.18.16 The trainee will identify reasons why Al Qaeda targets the United States.
- 10.18.17 The trainee will identify the common characteristics of individuals who belong to a terrorist cell.
- 10.18.18 The trainee will list three (3) modern terrorism trends that will affect.
- 10.18.19 U.S. national security in the coming year.
- 10.18.20 The trainee will be able to define a suicide bomber.
- 10.18.21 The trainee will be able to identify warning signs that may identify a member of a terrorist cell.

INSTRUCTIONAL UNIT 10.19 ACTIVE SHOOTER

The trainee will understand the role of an active shooter responder and the responsibility that he/she has during the event.

UNIT DESCRIPTION

This course teaches the trainee how to identify an active shooter event, how to respond and options of response based on the totality of the circumstances and use of force guidelines.

PERFORMANCE OBJECTIVES

- 10.19.1 The trainee will be able to define what an active shooter event is.
- 10.19.2 The Trainee will define the characteristics of an active shooter.
- 10.19.3 The Trainee will define his/her role as an active shooter responder.
- 10.19.4 The Trainee will understand the use of force policy when responding to an active shooter.
- 10.19.5 Trainee will identify the responsibilities of all team members in the T- formation:
 - Left side
 - Center
 - Right side
 - Rear
- 10.19.6 Trainee will learn room entry/exit for a contact team in an active shooter situation.
- 10.19.7 The Trainee will learn how to manage situations when contacting the active shooter(s) and/or civilians.

INSTRUCTIONAL UNIT 10.20 PERIMETER SECURITY OFFICER

The trainee will be able to safely approach and contact pedestrian suspects safely, stop a vehicle utilizing authorized equipment, approach, contact, and/or remove the occupant(s) for interrogation or detention purposes as well as conduct safe and effective searches of suspect(s) in situations that include both single and multiple arrests.

UNIT DESCRIPTION

This unit presents the procedures used in making a vehicle pullover and stop, approach, and contact of a pedestrian suspect, and conducting safe and effective searches of suspect(s) in situations that include both single and multiple suspects. Potential hazards incurred by officers, pedestrians, passenger(s), and vehicle(s) are detailed. The focus will be on procedures used by an officer on foot or in a vehicle when initiating pedestrian contacts and stopping suspicious pedestrians. Through simulated situations, the trainee will practice properly conducting both pedestrian/suspect approach and contact and vehicle pullover techniques.

PERFORMANCE OBJECTIVES

- 10.20.1 The trainee will identify pedestrian contacts and characteristics that may arouse suspicion.
- 10.20.2 The trainee will identify the reasons why an officer should approach pedestrian suspects on foot.
- 10.20.3 The trainee will demonstrate safe and effective tactics for approaching pedestrian suspects when the officer is in a patrol vehicle.
- 10.20.4 The trainee will describe positions that one (1) or two (2) officers can take while interviewing one (1) or more suspicious persons.
- 10.20.5 Given simulated situation(s) depicting person(s) acting suspiciously, the trainee having sufficient probable cause, will approach, contact, interview, and make proper disposition of the person(s) contacted.
- 10.20.6 The Trainee will identify the guidelines for a vehicle stops.
- 10.20.7 The trainee will explain proper procedure and positioning of the patrol vehicle in effecting a vehicle stop.
- 10.20.8 The trainee will identify the hazards to an officer when approaching a stopped vehicle on foot.
- 10.20.9 The trainee, through a process of interview and other methods of screening, will determine the acceptability of various types of identification presented.
- 10.20.10 The trainee will describe the tactics employed in safely stopping and approaching vehicles other than automobiles.

- 10.20.11 Given simulated situation(s) involving the stopping of a vehicle for a violation (such as traffic), the trainee, using agency approved equipment, will safely demonstrate the ability to stop a vehicle, radio the necessary information to center control, approach a vehicle on foot, and contact the occupant(s) of the vehicle.
- 10.20.12 Given simulated situation(s), involving the stopping of a vehicle containing criminal suspect(s), the trainee will demonstrate the ability to safely stop the vehicle, radio the necessary information to center control, remove and place the occupant(s) in a position of disadvantage without the officer(s) being placed in a dangerous position.

INSTRUCTIONAL UNIT 10.21 OPEN AREA FORCE EXTRACTION

The trainee will understand how to effectively complete a safe and successful open area extraction of a group of incarcerated persons.

UNIT DESCRIPTION

This unit focuses on the procedures and techniques used to conduct an open area extraction. This is a collective task requiring a team and a supervisor; therefore, it is imperative that each trainee understands the various roles involved to complete the task.

PERFORMANCE OBJECTIVES

- 10.21.1 The trainee will identify department policy regarding the need for an open area forced extraction.
- 10.21.2 The trainee will identify various open areas within their institution where a forced extraction may be required to minimally include:
- Recreation yards
 - Dormitory-style housing units
 - Mess halls
 - Gymnasiums
 - Other areas unique to a respective institution
- 10.21.3 The trainee will identify the duties required of each team member to minimally include:
- Team members #1 through #5 – Shield positions
 - Team members #6 through #10 – Natural agent and/or baton
 - Team members #11 through #13 – Snatch team
- 10.21.4 The trainee will identify the steps to be taken during the extraction process to minimally include:
- Positioning in a single file stack
 - cursory visual search
 - Ready signal
 - Team member positioning
 - Verbal commands
 - Securing the incarcerated persons (s)
 - Lifting the incarcerated persons, if required
- 10.21.5 The trainee will identify aftercare procedures to be taken when a suspect has been sprayed with Oleoresin Capsicum (OC) to include:
- Providing assistance to the person sprayed to alleviate the effects of OC and to preclude positional asphyxia

- Monitoring indications of potential in-custody deaths
- Monitoring suspect until symptoms disappear
- Obtaining medical treatment

10.21.6 The trainee, given a simulated situation, will participate as a team member and effect a “Dynamic” open area extraction.

INSTRUCTIONAL UNIT 10.22 (DELETED 11/2023)

(This Unit is now covered in Instructional Unit 13.1)

Note: Instructional Unit 10.22 is reserved for future use.

INSTRUCTIONAL UNIT 10.23 VIOLENT PRISONER RESTRAINT CHAIR (VPRC)

The trainee will understand the use of the Violent Prisoner Restraint Chair (VPRC).

UNIT DESCRIPTION

This unit will discuss the use of the Violent Prisoner Restraint Chair (VPRC) within a correctional environment. This unit will include procedures on the use of mechanical restraints for restraining incarcerated persons in the VPRC.

PERFORMANCE OBJECTIVES

- 10.23.1 The trainee will identify the purposes for using the Violent Prisoner Restraint Chair (VPRC) to include:
- Reasons for incarcerated persons placement
 - Authorization
 - Use of mechanical restraints
- 10.23.2 The trainee will identify legal considerations regarding mechanically restraining and individual to include:
- Legal aspects
 - Liabilities
 - Medical concerns
 - Positional Asphyxia
- 10.23.3 The trainee will demonstrate the placement of a person in the Violent Prisoner Restraint Chair (VPRC) and know the basic procedures to include:
- Governing principles
 - Authorization
 - Staffing
 - Preparation
 - Placement
 - Post placement requirements
 - Release procedures

INSTRUCTIONAL UNIT 10.24 (DELETED 11/2023)

Note: Instructional Unit 10.24 is reserved for future use.

Functional Area 11.0

Investigations

INSTRUCTIONAL UNIT 11.1 COURTROOM DEMEANOR

The trainee will know how to prepare and deliver courtroom testimony in such a manner as to promote professionalism in the administration of justice.

UNIT DESCRIPTION

This unit describes how a professional approach can increase the credibility of a County Correctional Police Officer's testimony in court. It identifies the value of proper courtroom demeanor and appearance, gives procedures to follow when preparing to testify, and explains the principles of effective testimony.

PERFORMANCE OBJECTIVES

- 11.1.1 The trainee will identify why proper and professional courtroom demeanor and appearance are important.
- 11.1.2 The trainee will identify steps to be taken by a County Correctional Police Officer when preparing to give courtroom testimony.
- 11.1.3 The trainee will identify principles of effective testimony to minimally include:
 - Honesty
 - Brevity
 - Clarity
 - Objectivity
 - Emotion
- 11.1.4 The trainee, given a simulated situation, will participate as a witness in a mock trial.

INSTRUCTIONAL UNIT 11.2 CONTRABAND AND EVIDENCE PROCESSING

The trainee will know what constitutes contraband as evidence and the process for proper identification and packaging of evidence.

UNIT DESCRIPTION

This unit presents information about the proper procedures for contraband seizures.

PERFORMANCE OBJECTIVES

- 11.2.1 The trainee will define the term contraband.
- 11.2.2 The trainee will identify procedures for handling contraband upon discovery.
- 11.2.3 The trainee will identify the process for proper identification and packaging of contraband and/or evidence.
- 11.2.4 The trainee will define “chain of custody” regarding evidence processing.

Functional Area 12.0 Physical Conditioning

INSTRUCTIONAL UNIT 12.1 PHYSICAL FITNESS

The trainee will understand the physical problems that typically affect County Correctional Police Officers. The trainee will be able to assess his/her own physical condition, understand the factors contributing to maintaining physical fitness, and will learn the skills necessary for developing a physical fitness program designed to prevent health problems. The trainee will also participate in the Police Training Commission Physical Conditioning Training Program.

UNIT DESCRIPTION

In this unit the common physical problems of County Correctional Police Officers are identified. Programs for the prevention of these problems are given. The hazards of smoking and the use and abuse of alcohol are discussed. The importance of diet and physical activity will be stressed. Methods of self-evaluation of body fat and developing cardiovascular endurance will be presented and practiced. Trainees will learn the skills necessary to develop their own individualized program of activities to promote cardiovascular endurance, muscular strength and endurance, and flexibility. Trainees will participate in the Police Training Commission Physical Conditioning Training Program.

PERFORMANCE OBJECTIVES

- 12.1.1 The trainee will identify the primary factors contributing to health problems of County Correctional Police Officers:
 - Heart disease
 - Low back injuries
 - Gastrointestinal disorders
- 12.1.2 The trainee will identify the hazards of cigarette smoking. The hazards will minimally include the effects on the cardiovascular system and various types of cancer.
- 12.1.3 The trainee will identify the problems associated with the use and abuse of alcohol. The problems will minimally include:
 - Addiction
 - General psychological effects
 - Effects of alcohol on the body
- 12.1.4 The trainee will identify a program directed at the prevention of heart problems. The program description will minimally include:
 - Aerobic fitness
 - Weight control and body composition
 - Control of cholesterol level
- 12.1.5 The trainee will identify key factors for the prevention of low back injury.
- 12.1.6 The trainee will identify measures to prevent gastrointestinal disorders and describe how they can be practiced on the job.

- 12.1.7 The trainee will identify the general effects that the following basic food nutrients have on the body:
- Carbohydrates
 - Fats
 - Protein
- 12.1.8 The trainee will identify commonly eaten foods that are either high or low in:
- Calories
 - Carbohydrates
 - Fats (cholesterol)
- 12.1.9 The trainee will identify the components of a weight control program that will include:
- Diet
 - Physical activity
- 12.1.10 The trainee will identify various methods of evaluating body fat level.
- 12.1.11 The trainee will identify a method for computing the target heart rate when performing aerobic activities.
- 12.1.12 The trainee will identify various components of an individualized physical fitness program. The program will include the following areas:
- Cardiovascular endurance
 - Muscular strength and endurance
 - Flexibility
- 12.1.13 The trainee will participate in the Police Training Commission Physical Conditioning Training Program as stipulated in the Physical Conditioning Training Program manual. The trainee will participate in activities that relate to:
- Flexibility
 - Agility
 - Balance
 - Power
 - Speed
 - Muscular strength and endurance
 - Cardiorespiratory endurance

Functional Area 13.0 Agency **Training**

INSTRUCTIONAL UNIT 13.1 AGENCY TRAINING

The trainee will apply the skills and information learned throughout the Basic Course for County Correctional Police Officers.

UNIT DESCRIPTION

This unit will provide information and training specific to the employing institution during the Agency Training period.

PERFORMANCE OBJECTIVES

- 13.1.1 The trainee will identify the goals of the correctional facility.
- 13.1.2 The trainee will identify the organization and chain-of-command of his/her own correctional facility.
- 13.1.3 The trainee will identify his/her agency's procedure for informing agency personnel of pertinent communications. These communications will minimally include:
 - Department rules and regulations
 - Post orders
 - Institutional policies
 - Hot boards
 - Other methods of information dissemination
- 13.1.4 The trainee will identify the physical plant layout of the employing correctional facility.
- 13.1.5 The trainee will identify the logbook and describe the proper form of its documentation.
- 13.1.6 The trainee will identify the purpose of emergency phones and alarms.
- 13.1.7 The trainee will identify the institutional phone system and its proper use.
- 13.1.8 The trainee will demonstrate the proper use of the two-way radio to minimally include applicable codes specific to the assigned correctional facility.
- 13.1.9 The trainee will identify the purposes of video monitoring at the correctional facility to minimally include:
 - Movement of high-risk incarcerated persons
 - Visit program
 - Facility and grounds security
 - Body Worn Cameras
- 13.1.10 The trainee will identify the duties to be performed by the County Correctional Police

Officer at a given area and will explain the importance of these duties in maintaining the security of the correctional facility. These duties will relate to:

- Post orders
- Policy and procedure

13.1.11 The trainee will describe the post orders and assignments specific to the correctional facility visit program and incarcerated persons special activities.

13.1.12 The trainee will identify the steps in the testing procedure for urine specimens.

13.1.13 Given simulated situation(s), the trainee will conduct the following types of searches of an incarcerated person safely and effectively:

- The visual/cursory search
- The pat-down (clothed) search
- The strip (unclothed) search (verbal only)

13.1.14 The trainee will identify his/her agency's policy regarding handcuffing of incarcerated persons. This explanation will minimally include:

- Incarcerated persons
- Special and medical cases

13.1.15 The trainee will demonstrate the proper use of the x-ray machine and metal detectors.

13.1.16 The trainee will identify his/her role in the standard operating procedure for handling a fire situation within the correctional facility and will identify the emergency number.

13.1.17 The trainee will identify his/her role in the correctional facility emergency response plan for the following emergency situations:

- Disturbances (major and minor)
- Escapes
- Hostage situations
- Natural disasters

13.1.18 The trainee will identify the sequential procedural steps to initiate when an escape/escape attempt is detected, or a code is broadcast.

13.1.19 Under supervision, the trainee will perform the duties of an assigned post satisfactorily.