

CRIMINAL JUSTICE BASIC TRAINING (CJK)

CJK0001 INTRODUCTION TO LAW ENFORCEMENT (0.00 Credits)

At the end of this course, students should be able to: understand the values and ethics required for criminal justice officers, understand the consequences of sexual harassment, describe the criminal justice system, describe the structure criminal justice agencies.

Total Contact Hrs: 10.00

Lecture Hrs: 10.00

CJK0002 INTRODUCTION TO LAW ENFORCEMENT (0.00 Credits)

At the end of this course, students should be able to: understand the values and ethics required for criminal justice officers, understand the consequences of sexual harassment, describe the criminal justice system, describe the structure criminal justice agencies. Along with understanding stress and mental health, as it relates to the Law Enforcement profession.

Total Contact Hrs: 12.00

Lecture Hrs: 12.00

CJK0012 LEGAL (0.00 Credits)

At the end of this course, students should understand the Fourth Amendment related to search and seizure, know what constitutes a lawful arrest, be able to articulate the legal justification for the use of force, understand the Fifth and Sixth Amendments related to interrogation of suspects, determine when a crime has been committed and the elements necessary to make an arrest for that crime, understand the legal rules and concepts of evidence, understand civil and criminal liability related to an officers performance of duties understand an officer's duties and options in civil (noncriminal) incidents, be familiar with the legal considerations when dealing with juveniles.

Total Contact Hrs: 62.00

Lecture Hrs: 62.00

CJK0013 INTERACTIONS IN A DIVERSE COMMUNITY (0.00 Credits)

Communicate effectively and professionally when interacting with people in a variety of circumstances, interact with an individual with physical or developmental disabilities, recognize the signs and symptoms specific to the disability, and provide the most appropriate intervention, interact with veterans in crisis, recognize potential emotional triggers, and recommend available resources, interact with persons exhibiting signs of mental illness using communications skills appropriate for the condition of the individual, and understand how to use the Baker Act for an involuntary examination, interact with a person threatening suicide, assess the risk of suicide, and provide services and stabilize the situation, interact with juveniles, assess their behavioral characteristics, and provide the most appropriate response to a call involving a juvenile, interact with a person suspected of substance abuse, apply officer safety skills, and understand how to use the Marchman Act for an involuntary admission, interact with an elderly individual, understand age-related conditions, and make referrals for appropriate intervention interact with homeless individuals, understand the increasing occurrence of homelessness, and identify related crimes, identify a crisis situation, recognize an officers duty to recognize, respond and intervene safely and professionally and understand the options available to the officer, and provide the most appropriate intervention, identify high risk by the groups characteristics and ideology and document criminal or suspected criminal activity.

Total Contact Hrs: 40.00

Lecture Hrs: 40.00

CJK0014 INTERVIEWING AND REPORT WRITING (0.00 Credits)

At the end of this course, students will: prepare and conduct basic interview to gather information, take notes, identify signs of deception, obtain statements, identify types of reports, forms, and logs, including crime, incident, use of force, disciplinary, traffic crash, organize information chronologically, categorically write reports, apply appropriate grammar and mechanics, apply agency procedures, evaluate report prior to submission, draft probable cause affidavit.

Total Contact Hrs: 56.00

Lecture Hrs: 56.00

CJK0016 COMMUNICATION (0.00 Credits)

In this chapter you will learn several communication skills that will make you safer and more effective in your work as a law enforcement officer. Officers who possess strong interpersonal skills can respond appropriately and potentially avoid triggering or escalating a crisis situation. On the job, law enforcement officers interact with people of many backgrounds, cultures, religious beliefs, and ethnicities. You should be able to adapt your communication style to fit the needs of the people you are interacting with and to fit the situation at hand. Miscommunication may create problems and potential safety issues. Miscommunication happens for different reasons: unclear expression, communication barriers, or a failure to understand the other persons needs. Having good communication skills will help you avoid misunderstandings and escalation of tense situations. This will help keep you and the community you serve safe.

Total Contact Hrs: 24.00

Lecture Hrs: 24.00

CJK0018 LEGAL (0.00 Credits)

Your duties as a law enforcement officer include responding to calls, patrolling, determining violations of law, making arrests, knowing when you should use force, and investigating crimes. All of this means that you must have a basic knowledge of the law and be able to apply the law to specific situations. To act properly and effectively as law enforcement officers without infringing on individual rights, you must have an understanding of federal, state, and local laws. This chapter will provide a solid legal foundation to help you perform your duties.

Total Contact Hrs: 64.00

Lecture Hrs: 64.00

CJK0019 INTERVIEWING AND REPORT WRITING (0.00 Credits)

During an investigation, the most important thing you can find is the truth. Conducting lawful and effective interviews is a major component of the investigative process, and this requires developing strong note-taking and interviewing skills. In addition, you must learn to write effective reports. A poorly written report that contains inadequate or inaccurate information can discredit investigations and cause the reader to question the writers competence and professionalism. A report should document all of the information about an incident so that all readers should be able to easily understand everything you have learned about the incident. Notetaking, interviewing, and report writing are all important tasks that officers must perform every day.

Total Contact Hrs: 56.00

Lecture Hrs: 56.00

CJK0020 VEHICLE OPERATIONS (1.50 Credits)

This course presents the dynamics of emergency vehicle operations and develops skills in operating a motor vehicle in the law enforcement environment. A demonstration of proficiency is required.

Total Contact Hrs: 48.00

Lecture Hrs: 24.00

Lab Hrs: 24.00

CJK0021 SERVING YOUR COMMUNITY (0.00 Credits)

You will respond to a variety of calls for service while on patrol. These calls may involve people with unique challenges, people in crisis, and high-risk groups. This chapter provides an overview of how to respond safely to the diverse populations you will encounter. Maintain professionalism and situational awareness at all times when you respond to any scene.

Total Contact Hrs: 34.00

Lecture Hrs: 34.00

CJK0031 FIRST AID FOR CRIMINAL JUSTICE OFFICERS (0.00 Credits)

This course provides life-saving skills development in emergency medical situations appropriate for the law enforcement officer, including: CPR and communicable diseases.

Total Contact Hrs: 40.00

Lecture Hrs: 24.00

Lab Hrs: 16.00

CJK0040 FIREARMS (2.50 Credits)

This course develops proficiency with the semi- auto pistol used by a law enforcement officer. Qualification is required at various lighting levels.

Total Contact Hrs: 80.00

Lecture Hrs: 4.00

Lab Hrs: 76.00

CJK0051 CMS CRIMINAL JUSTICE DEFENSIVE TACTICS (0.00 Credits)

This course is designed to provide the student defensive skills appropriate for the threat level, within Florida law. Demonstration of proficiency is required.

Total Contact Hrs: 80.00

Lecture Hrs: 80.00

CJK0063 FUNDAMENTALS OF PATROL (0.00 Credits)

Law enforcement officers will spend most of their time patrolling an assigned area. This chapter provides an overview of the law enforcement techniques and tactics that officers use while on patrol. This includes the use of communications equipment, community-oriented policing, and officer safety and survival skills. It also explains how to respond to non-criminal calls and conduct structure and area searches, and provides resources that officers use while on patrol.

Total Contact Hrs: 40.00

Lecture Hrs: 40.00

CJK0064 FUNDAMENTALS OF PATROL (0.00 Credits)

At the end of this course, students should be able to use radio equipment properly, identify the uses of mobile computer devices, and understand the uses of FCIC/NCIC/NLETS and other electronic database resources understand community-oriented policing and how it is implemented as a problem-solving model, and identify the SARA problem-solving model and its application in real life situations, understand officer safety issues, identify and avoid fatal errors, identify and manage stress, and maintain mental and physical fitness, prepare to patrol, know what a BOLO is and how to create and cancel a BOLO, respond to a call, approach a suspect, set up a perimeter, conduct a building search, make an arrest, transport a prisoner, and process the prisoner at a detention facility.

Total Contact Hrs: 35.00

Lecture Hrs: 35.00

CJK0065 CALLS FOR SERVICE (0.00 Credits)

At the end of this course, students should be able to respond to calls for service, including well-being and security checks, building alarms, environmental hazards, transportation requests, animal complaints, death notifications, and special event security, respond to disturbances, including crowd control, civil disturbances, civil standbys, and disorderly or irate people, respond to court orders, including arrests and civil processes, and assist with the execution of search warrants, respond to calls concerning vehicle fires, unattended, abandoned, or disabled vehicles, and roadway obstructions or damage, enforce parking violations, impound a vehicle, direct vehicle traffic, and direct pedestrian traffic, respond to people in crisis, including suicide incidents, threats from mental impairments, and situations involving alcohol or substance abuse.

Total Contact Hrs: 36.00

Lecture Hrs: 36.00

CJK0072 CRIMES AGAINST PERSONS (0.00 Credits)

At the end of this lesson, you will know how to respond to any incident that has the potential for an arrest by following a basic investigative sequence that focuses on fairness in the process and the outcome.

Total Contact Hrs: 48.00

Lecture Hrs: 48.00

CJK0073 CRIMES INVOLVING PROPERTY AND SOCIETY (0.00 Credits)

People commit crimes involving property to interfere with or obtain money, property, or some other benefit from a victim. The primary result is to deprive someone of the use or enjoyment of their property. The secondary result can involve physical or mental harm to the victim.

Total Contact Hrs: 12.00

Lecture Hrs: 12.00

CJK0077 CRIMINAL INVESTIGATIONS (0.00 Credits)

Conduct an initial investigation of crimes against persons, society, property, and economic crimes.

Total Contact Hrs: 50.00

Lecture Hrs: 50.00

CJK0078 CRIME SCENE TO COURTROOM (0.00 Credits)

At the end of this course, students should be able to: process a crime scene conduct a follow-up investigation provide testimony in different types of court proceedings.

Total Contact Hrs: 35.00

Lecture Hrs: 35.00

CJK0079 CRIME SCENE FOLLOW UP INVESTIGATION (0.00 Credits)

The purpose of an investigation is to determine what happened during an incident, identify and locate the suspect, and develop enough evidence to establish probable cause to make an arrest. The preliminary investigation focuses on establishing whether a criminal act has been committed and, if so, what type and when and where it was committed. The initial or preliminary incident report should clearly document the initial investigative steps taken at the scene. Your first priority is to secure, protect, and preserve a crime scene to avoid contaminating any evidence. The second priority must be to search for, identify, document, collect, and maintain the physical evidence, which will aid the prosecution of the suspect. Often, officers think that the arrest is the end of their participation in a criminal case; however, they remain an integral part of the prosecution process until the case is resolved.

Total Contact Hrs: 34.00

Lecture Hrs: 34.00

CJK0084 DUI TRAFFIC STOPS (0.00 Credits)

At the end of this course, students should be able to, understand the problem of and solutions for DUI, identify the DUI laws and related legal issues, identify the signs of alcohol or drug impairment, conduct a DUI traffic stop, follow the three-phase process of a DUI contact, demonstrate proficiency in conducting the Standardized Field Sobriety Tests, make an arrest decision based on specific clues, accurately complete the required documentation for a DUI arrest, provide clear and convincing evidence of DUI in court testimony.

Total Contact Hrs: 24.00

Lecture Hrs: 24.00

CJK0087 TRAFFIC STOPS (0.00 Credits)

At the end of this course, students should be able to: safely pull over a vehicle, identify and articulate the stop/violation, obtain necessary information from the driver/passenger, safely complete the stop, safely effect an arrest, accurately complete the required documentation for a traffic stop.

Total Contact Hrs: 30.00

Lecture Hrs: 30.00

CJK0088 TRAFFIC CRASH INVESTIGATION TERMS AND LEGAL CONSIDERATIONS (0.00 Credits)

Define and explain the terms and legal considerations associated with crash investigations Respond to a crash scene safely, Assess a crash scene properly, Secure a safe work environment at a crash scene, Provide emergency medical assistance to injured people at a crash scene, if necessary, Obtain pertinent information about a crash to determine how and why it occurred , Identify crimes revealed during a crash investigation, if any, Return a crash scene to normal as quickly as possible, Complete driver exchange of information properly, Take appropriate enforcement action, Document a crash correctly in appropriate crash report form.

Total Contact Hrs: 32.00

Lecture Hrs: 32.00

CJK0092 CRITICAL INCIDENTS (0.00 Credits)

At the end of this course, students should be able to do the following: complete and pass Unit 1, IS-100.LEb Introduction to the Incident Command System and Unit 2, IS-700.a National Incident Management (NIMS), An Introduction, understand local emergency response plans, law enforcement duty-to-act requirements, and the role of law enforcement officers as first responders, know how to respond to an active shooter incident, plan for response to a natural disaster, identify weapons of mass destruction (WMD) and properly respond to WMD incident, including IEDs and VBIEDs, be aware of hazardous material class, name or identification number, identify actions to take to isolate a hazmat incident and choose protective actions to take in accordance with the Emergency Response Guidebook (ERG), recognize the indicators of and paraphernalia used in the manufacture of methamphetamine, describe the indicators of chemical suicide, properly respond to a bomb threat, assess the scene, and search a building or suspected bomb site.

Total Contact Hrs: 44.00

Lecture Hrs: 44.00

CJK0093 CRITICAL INCIDENTS (0.00 Credits)

Serving your community through law enforcement means that you must be ready to handle many situations. This chapter provides an overview of law enforcement techniques and tactics used when confronting large-scale or critical incidents. During your career, you may encounter many types of critical situations. These may include natural disasters, active shooters, exposure to hazardous materials, and explosive devices.

Total Contact Hrs: 44.00

Lecture Hrs: 44.00

CJK0096 CRIMINAL JUSTICE OFFICER PHYS FIT TRAINING-LE (0.00 Credits)

This course is designed to introduce the student to physical conditioning, aerobic capacity, and wellness conditioning and training.

Total Contact Hrs: 60.00

Lecture Hrs: 60.00

CJK0110 PARKING ENFORCEMENT SPECIALIST (0.50 Credits)

This course is designed to provide students the minimum skills necessary to perform the duties of a Parking Enforcement Specialist (PES) and is approved by the Criminal Justice Standards and Training Commission as prescribed by Florida State Statute 316.640 .

Total Contact Hrs: 16.00

Lecture Hrs: 16.00

CJK0112 TRAFFIC ACCIDENT / CRASH INVESTIGATOR (0.00 Credits)

This course is designed to provide students the minimum skills necessary to perform the duties of a Parking Enforcement Specialist (PES) and is approved by the Criminal Justice Standards and Training Commission as prescribed by Florida State Statute 316.640 .

Total Contact Hrs: 80.00

Lecture Hrs: 68.00

Lab Hrs: 12.00

CJK0114 POLICE SERVICE AIDE (0.00 Credits)

This course (with specified corequisites) is designed to provide students the minimum skills necessary to perform the duties of a Police Service Aide (PSA) and is approved by the Criminal Justice Standards and Training Commission as prescribed by Florida State Statute 316.640 .

Total Contact Hrs: 110.00

Lecture Hrs: 94.00

Lab Hrs: 16.00

CJK0260 INTRO TO CORRECTIONAL PROBATION (0.00 Credits)

At the end of this course, students should be able to: understand responsibilities, values and ethics of a correctional probation officer, understand the criminal justice system and chain of command, be familiar with the role of the Criminal Justice Standards and Training Commission, understand officer certification and compliance, understand the consequences of sexual harrassment, and recognize and manage stress.

Total Contact Hrs: 14.00

Lecture Hrs: 14.00

CJK0264 LEGAL FOUNDATIONS FOR CORRECTIONAL PROBATION OFFICER (0.00 Credits)

At the end of this course, students should be able to: understand basic concepts of the U.S. Constitution and legal system, understand civil and criminal liability related to an officer's performance of job duties, know what constitutes a lawful search and seizure, know what constitutes a lawful arrest, be able to articulate the legal justification for the use of force, understand levels of criminal involvement, understand the legal rules and concepts of evidence, understand the subpoena process, understand legal proceedings and provide testimony, be familiar with the different categories and classes of offenses, understand enhanced penalties and alternative sentencing, and be able to interpret a scoresheet.

Total Contact Hrs: 44.00

Lecture Hrs: 44.00

CJK0265 COMMUNICATIONS (0.00 Credits)

At the end of this course, students should be able to: apply effective communication skills, apply active listening, evaluate verbal and non-verbal cues, identify and overcome barriers to effective communication, apply conflict resolution and problem solving, apply diversity awareness while communicating with offenders and members of the public, interact with mentally ill and disabled offenders, recognize and respond to a crisis and/or suicide situations, apply Florida public records law, respond to a public records request and media inquiry, recognize the three phases of an effective interview, prepare for and conduct an interview, create a properly written narrative report, apply report writing skills to an incident and/or use of force report.

Total Contact Hrs: 46.00

Lecture Hrs: 46.00

CJK0266 INTAKE AND ORIENTATION (0.00 Credits)

At the end of this course, students should be able to: navigate the Offender Based Information System (OBIS) database when documenting offender information during the intake and orientation process, determine notifications, documents, and information that can provide an offender's supervision requirements and contact standard, direct an offender to complete the intake packet and report to the appropriate field office, orient an offender to his or her responsibilities, financial obligations, standard and/or special conditions of supervision, and individualized supervision plan, refer an offender to community resources and/or contracted vendors for services, direct an offender to complete community service and/or obtain community shelter, notify the victim of an offender's supervision status, provide an offender with Health Insurance Portability and Accountability Act (HIPAA), civil rights and grievance procedure information, provide an offender with legal provisions of the Prison Rape Elimination Act (PREA), and collect an offender DNA sample using the Rapid ID system.

Total Contact Hrs: 24.00

Lecture Hrs: 24.00

CJK0267 CASELOAD MANAGEMENT (0.00 Credits)

At the end of this course, students should be able to: organize, maintain, and secure a caseload, manage work resources and time effectively, maintain Offender Based Information System (OBIS) screens, manage cases of offenders' under supervision efficiently, conduct an Initial 30-day Review investigation, respond to Offender Based Information System (OBIS) - generated exceptions in offender supervision reports promptly, reconstruct an offender's missing case file following department policy, process a cost of supervision prepayment discount and waiver for eligible offenders, process and update an undeliverable victim restitution payment in the Offender Based Information System (OBIS), monitor changes in the Offender Based Information System (OBIS) that affect offender contact standards, identify and process eligible offenders for Independent Reporting Status (IRS), conduct pre-termination review investigations, and closeout an offender case file.

Total Contact Hrs: 32.00

Lecture Hrs: 32.00

CJK0268 SUPERVISION OF OFFENDERS (0.00 Credits)

At the end of this course, students should be able to: apply evidence based practice and its intervention principles, conduct a motivational interview with an offender, practice officer safety within the office, conduct a routine office visit with an offender, verify offender employment and school attendance, process an offender's court ordered treatment, process an offender's travel request, conduct a transfer send and transfer receive investigation, understand the role of the Interstate Commission for Adult Offender Supervision, the Federal Interstate Compact, and the Interstate Compact Offender Tracking System, respond to a citizen's complaint regarding an offender, prepare a response to an offender's motion to the sentencing authority, conduct a pre-sentence investigation, prepare a bond reduction recommendation, to include violent offender notification, understand the restrictions and process for using an offender as a confidential informant, make a recommendation for an offender's early termination, investigate an offender's failure to report, respond to and process an offender's violation of probation (VOP) packet, understand the difference between concurrent, split, and consecutive sentences, conduct a consecutive sentence investigation, apply tolling to an offender's sentence, respond to and monitor an offender issued an ICE detainer, monitor an offender sentenced to administrative probation, and respond to offender manipulation and deception.

Total Contact Hrs: 88.00

Lecture Hrs: 88.00

CJK0269 FIELD SUPERVISION (0.00 Credits)

At the end of this course, students should be able to: apply officer and survival techniques, practice teamwork, participate in community-policing partnerships, recognize illegal drugs and paraphernalia to include meth labs, respond to a hazardous material encounter, respond to a domestic violence situation, report abuse, neglect, or abandonment of a child, elder, or vulnerable adult, recognize a situation involving human trafficking, verify an offender's residence, conduct a routine walk-through, prepare for and conduct a search of an offender's residence and vehicle, collect evidence, execute an arrest warrant.

Total Contact Hrs: 80.00

Lecture Hrs: 80.00

CJK0271 CORRECTIONAL PROBATION LEGAL (0.00 Credits)

This course presents the structure and components of the Florida criminal justice system and the laws governing the duties of Correctional Probation.

Total Contact Hrs: 57.00

Lecture Hrs: 57.00

CJK0272 CORRECTIONAL PROBATION INTERPERSONAL COMM. SKILL (0.00 Credits)

This course presents the topics of interpersonal skills, verbal and written communication, officer survival, conflict resolution, crisis intervention and suicide prevention/intervention. Emphasis is on communications.

Total Contact Hrs: 44.00

Lecture Hrs: 44.00

CJK0273 CORRECTIONAL PROBATION CASELOAD MANAGEMENT (0.00 Credits)

This course presents the caseload management procedures for Correctional Probation Officers.

Total Contact Hrs: 40.00

Lecture Hrs: 40.00

CJK0274 CORRECTIONAL PROBATION SUPERVISION (0.00 Credits)

This course presents the characteristics and behaviors of people a Correctional Probation Officer must supervise and the procedures and strategies for dealing with individuals under supervision.

Total Contact Hrs: 88.00

Lecture Hrs: 88.00

CJK0275 CORRECTIONAL PROBATION INVESTIGATIONS (0.00 Credits)

This course presents the techniques needed for a Correctional Probation Officer to conduct and document successful investigations.

Total Contact Hrs: 39.00

Lecture Hrs: 39.00

CJK0276 CORRECTIONAL PROBATION MANAGEMENT INFO SYSTEMS (0.00 Credits)

This course presents the fundamentals of the electronic information systems a Correctional Probation Officer must access.

Total Contact Hrs: 27.00

Lecture Hrs: 27.00

CJK0281 CRIMINAL JUSTICE OFFICER PHYS FIT TRAINING CPO (0.00 Credits)

This course is designed to introduce the student to physical conditioning, aerobic capacity, and wellness conditioning and training. It will help the student to better understand the need for a criminal justice officer to maintain physical conditioning.

Total Contact Hrs: 34.00

Lecture Hrs: 2.00

Lab Hrs: 32.00

CJK0293 CORR/CORR PROB TO LE OVERVIEW OF LAW ENFORCEMENT (0.00 Credits)

At the end of this course, students should be able to: understand the values and ethics required for criminal justice officers, understand the consequences of sexual harassment, describe the criminal justice system, describe the structure of criminal justice agencies, understand the Fourth Amendment related to search and seizure, know what constitutes a lawful arrest, understand the Fifth and Sixth Amendments related to the interrogation of suspects determine when a crime has been committed and the elements necessary to make an arrest for that crime, understand the legal rules and concepts of evidence, be able to articulate the legal justification for the use of force, understand an officers duties and options in civil (noncriminal) incidents, be familiar with the legal considerations.

Total Contact Hrs: 64.00

Lecture Hrs: 64.00

CJK0296 CORR TO LE REPORTING PROCEDURES (0.00 Credits)

Prepare and conduct basic interview, gather information, take notes, identify signs of deception, obtain statements, identify types of reports, forms, and logs, including: crime, incident, use of force, disciplinary, traffic crash, organize information chronologically, categorically, write reports, apply appropriate grammar and mechanics, apply agency procedures, evaluate report prior to submission.

Total Contact Hrs: 32.00

Lecture Hrs: 32.00

CJK0297 CORR TO LE INTERACTIONS TO CRISIS SITUATIONS (0.00 Credits)

At the end of this course, students should be able to: identify a crisis situation, recognize an officers duty to recognize, respond and intervene safely and professionally and understand the options available to the officer, and provide the most appropriate intervention, interact with a person threatening suicide, assess the risk of suicide, and provide services and stabilize the situation, understand how to use the Baker Act for an involuntary examination understand how to use the Marchman Act for an involuntary admission, interact with veterans in crisis, recognize potential emotional triggers, and recommend available resources, identify high risk groups by the groups characteristics and ideology and document criminal or suspected criminal activity.

Total Contact Hrs: 10.00

Lecture Hrs: 10.00

CJK0300 INTRODUCTION TO CORRECTIONS (0.00 Credits)

At the end of this course, students should be able to: understand the values and ethics required of criminal justice officers; understand amendments to the U.S. constitution applicable to corrections; determine when a crime has been committed; understand the chain of custody and concepts of evidence; be able to articulate the legal justification for the use of force; understand civil and criminal liability as related to an officer's performance of duties; understand the Fourth Amendment

Total Contact Hrs: 32.00

Lecture Hrs: 32.00

CJK0305 COMMUNICATIONS (0.00 Credits)

At the end of this course, students should be able to: interact professionally with inmates, visitors, and staff in a correctional setting; identify the root causes of miscommunication; use, understand, and interpret non-verbal cues; communicate properly using telephone equipment; communicate properly using portable radio unit; prepare for and conduct an interview; take notes; obtain statements when appropriate; sort information by category; arrange information in chronological order; follow correct format and content when writing a report; identify types of correctional officer reports; use proper elements of report writing; proofread and edit reports; write reports; use a computer for report writing. Course Requirements: students are responsible for reading and reviewing reports.

Total Contact Hrs: 40.00

Lecture Hrs: 40.00

CJK0310 OFFICER SAFETY (0.00 Credits)

At the end of this course, students should be able to: interact professionally with inmates, visitors, and staff in a correctional setting; identify the root causes of miscommunication; use, understand, and interpret non-verbal cues; communicate properly using telephone equipment; communicate properly using portable radio unit; prepare for and conduct an interview; take notes; obtain statements when appropriate; sort information by category; arrange information in chronological order; follow correct format and content when writing a report; identify types of correctional officer reports; use proper elements of report writing; proofread and edit reports; write reports; and use a computer for report writing.

Total Contact Hrs: 16.00

Lecture Hrs: 16.00

CJK0315 FACILITY AND EQUIPMENT (0.00 Credits)

At the end of this course, students should be able to complete the following tasks within a correctional facility: identify common equipment; identify hazardous equipment; interpret responsibilities for equipment accountability; describe equipment storage procedures; list common procedures for issuing, receiving and documenting inventoried equipment; differentiate among weapons; list types of security equipment; identify hazardous materials; identify sensitive supplies; describe the proper handling of sensitive supplies; identify standards for security and inspections; describe methods for entering, exiting and moving within a facility; list elements important to maintaining good sanitation and health.

Total Contact Hrs: 8.00

Lecture Hrs: 8.00

CJK0320 INTAKE AND RELEASE (0.00 Credits)

At the end of this course, students should be able to: understand the process for accepting a subject into a county detention facility; understand the process for accepting an inmate into a state detention facility; search an inmate and his or her property for contraband; inventory an inmate's property for storage; know types of personal items issued to inmates; understand the importance of taking clear fingerprints; fingerprint a subject; know the relationship between the Florida Crime Information Center and the National Crime Information Center (FCIC/NCIC); understand the importance of getting accurate personal information from an inmate; know the legal issues involving criminal history information; understand the classification process for placing inmates in appropriate housing areas; know inmate security levels; understand the process for releasing an inmate; explain how to check for any outstanding holds or detainers on an inmate.

Total Contact Hrs: 18.00

Lecture Hrs: 18.00

CJK0325 SUPERVISING IN A CORRECTIONAL FACILITY (0.00 Credits)

At the end of this course, students should be able to: effectively supervise daily operations at a correctional facility; apply the disciplinary process when an inmate commits a rule or law violation; recognize an inmate's distress or need, assess and refer an inmate to the appropriate service provider; manage the safety and security concerns associated with visitations, workgroups, transports and hospital details; use observational skills to monitor the behavior and activities of inmates; apply count procedures to accurately report the number of inmates within a facility/location; effectively supervise and monitor the dining process within a correctional facility; process mail according to agency rules and regulation.

Total Contact Hrs: 40.00

Lecture Hrs: 40.00

CJK0330 SUPERVISING SPECIAL POPULATIONS (0.00 Credits)

At the end of this course, students should be able to: observe, identify, and effectively supervise diverse special population inmates within a housing unit in a correctional setting; maintain officer safety and a high level of professionalism when supervising special population inmates in a correctional setting; maintain care, custody, and control of special population inmates within a housing unit in a correctional setting.

Total Contact Hrs: 20.00

Lecture Hrs: 20.00

CJK0335 RESPONDING TO INCIDENTS AND EMERGENCIES (0.00 Credits)

At the end of this course, students should be able to: identify and interpret the response to an emergency; describe the elements of an emergency plan and level of response; identify standard procedures and equipment used when responding to the following emergencies: - inmate escapes - medical emergencies - riots - hostage incidents - facility assaults - fires - hazardous materials - bomb threats - man-made and natural disasters; select the standard procedures for crime scene control; describe how to manage victims, witnesses and suspects; explain investigation and reporting techniques; describe procedures for the chain of custody for evidence.

Total Contact Hrs: 16.00

Lecture Hrs: 16.00

CJK0340 OFFICER WELLNESS AND PHYSICAL ABILITIES (0.00 Credits)

At the end of this course, students should be able to do the following: improve their score on the final fitness evaluation; improve understanding of various elements of wellness, e.g., nutrition, weight control, and stress management; adapt a foundation for lifelong fitness.

Total Contact Hrs: 30.00

Lecture Hrs: 30.00

CJK0393 CROSS OVER PROGRAM UPDATES (0.00 Credits)

This course is designed for instructors to deliver expanded updated instruction on curriculum topics contained in this cross-over program. The eight hours do not have to be taught in one block but may be distributed as needed throughout the program with the approval of the Training Center Director. For example, additional time may be used to integrate updated techniques or instruction from the high liability textbook, apply relevant case law, or review topics from the curriculum textbook not specifically designated for classroom instruction in this cross-over program.

Total Contact Hrs: 8.00

Lecture Hrs: 8.00

CJK0400 TRAFFIC INCIDENTS (0.00 Credits)

The primary goal of traffic enforcement is to encourage drivers to comply with all traffic laws and to drive safely. Traffic enforcement includes all aspects of law enforcement related to vehicles, roadways, and pedestrians. This includes directing traffic, issuing citations, and handling unattended, abandoned, or disabled vehicles. This chapter will provide you with the necessary information about traffic statutes and procedures and will lay the foundations for you to practice excellent traffic enforcement.

Total Contact Hrs: 12.00

Lecture Hrs: 12.00

CJK0401 TRAFFIC STOPS (0.00 Credits)

The goal of every traffic stop is to promote driver education and safer roadways. During traffic stops, you may issue a uniform traffic citation or warning, you may make an arrest, or you may find that someone needs help. Law enforcement work is stressful, and traffic stops will be among the most stressful situations you will encounter. To handle that stress, keep a healthy lifestyle and a good balance between work and home life. Remember that law enforcement is a moral and ethical pursuit, and you will be held to a higher standard than most people. Exercise procedural justice and remain professional at all times. Traffic stops are tense, and how you interact with those in the vehicle could shape the way they view law enforcement in their community.

Total Contact Hrs: 24.00

Lecture Hrs: 24.00

CJK0402 TRAFFIC CRASH INVESTIGATIONS (0.00 Credits)

Law enforcement officers conduct traffic crash investigations using a systematic approach, similar to the approach they use when responding to a robbery, battery, or homicide. This approach includes responding to, assessing, and protecting the scene; gathering and evaluating information and evidence; returning the scene to the normal condition; taking appropriate enforcement action; and documenting the crash.

Total Contact Hrs: 30.00

Lecture Hrs: 30.00

CJK0403 DUI TRAFFIC STOPS (0.00 Credits)

Drivers that are under the influence of drugs or alcohol pose a hazard to themselves and others. This chapter provides information on how a law enforcement officer detects impaired driving, administers field sobriety tests, makes arrests when appropriate, and records the evidence of a DUI (driving under the influence) offense.

Total Contact Hrs: 24.00

Lecture Hrs: 24.00

CJK0421 CONDUCTED ELECTRICAL WEAPON DART FIRING STUN GUN (0.00 Credits)

At the end of this course, students will know the legal and use of force aspects of using a stun gun or CEW, how using a stun gun or CEW affects the human body, and how to operate a stun gun or CEW safely.

Total Contact Hrs: 4.00

Lecture Hrs: 4.00

CJK0422 DART-FIRING STUN-GUN (0.00 Credits)

This course will introduce the student to the basics of both the stun-gun and the dart-firing stun-gun, and give them some fundamental knowledge of this emerging tool in criminal justice.

Total Contact Hrs: 8.00

Lecture Hrs: 8.00