

# CJK - CRIMINAL JUSTICE BASIC TRAINING

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## **CJK 0002 Introduction to Law Enforcement**

**Clock Hours:** 12

**Lab Fee:** Yes

Provides overview of the Law Enforcement Basic Recruit Training Program and the requirements to become a sworn officer. The student will learn about basic criminal justice ethics, ways to avoid compromising interactions, and command structure. This course also includes a basic introduction to the criminal justice system.

## **CJK 0016 Communications**

**Clock Hours:** 24

Provides an overview of communication skills that will make a law enforcement officer's job safer and more effective.

## **CJK 0018 Legal**

**Clock Hours:** 64

This course will explain the duties of a law enforcement officer will include responding to calls, patrolling, determining violations of law, making arrests, use of force, and investigating crimes. This course includes basic knowledge of the law and application the law to specific situations. This course also focuses on proper and effective actions taken by law enforcement officers without infringement on the rights of individuals and an understanding of federal, state, and local laws.

## **CJK 0019 Interviewing and Report Writing**

**Clock Hours:** 56

Provides an overview of interviewing, note-taking, and writing clear concise reports during a criminal investigation.

## **CJK 0020 Law Enforcement Vehicle Operations**

**Clock Hours:** 48

**Lab Fee:** Yes

In this course the student will learn the ability to drive in emergency mode, communicate with dispatch, and remain aware of other drivers present. Students will learn driving complexities not experienced in normal driving. This course is designed to help officers understand a vehicle's limits, as well as the student's limits.

## **CJK 0021 Serving Your Community**

**Clock Hours:** 34

The student 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 course will provide an overview of how to respond safely to the diverse populations the officer will encounter.

## **CJK 0023 Introduction to Law Enforcement**

**Clock Hours:** 4

**Lab Fee:** Yes

This course is an introduction to law enforcement for auxiliary officers. This course examines the requirements for certification, the criminal justice system, and the chain of command. Ethics, values, and professionalism will also be covered.

## **CJK 0024 Legal Concepts**

**Clock Hours:** 20

This course is an introduction to legal concepts for auxiliary officers. This course examines the U.S. legal system, standards of legal justification, search and seizure, Laws of Arrest, use of force, criminal intent, and elements of common crimes.

## **CJK 0025 Patrol and Professional Communication**

**Clock Hours:** 12

This course is an introduction to patrol and professional communication for auxiliary officers. This course covers officer safety, elements of patrols, electronic communications, criminal justice information systems, Miranda laws, interviewing, and incident reports.

## **CJK 0026 Interactions in a Diverse Community**

**Clock Hours:** 12

This course is an introduction to communicating in a diverse society for auxiliary officers. This course examines the awareness of disabilities and their protections under the law, issues of the homeless population, characteristics of veterans with PTSD, symptoms of mental illness, and interventions when required by law.

## **CJK 0027 Calls for Service and Arrest Procedures**

**Clock Hours:** 24

This course is an introduction to calls for service and arrest procedures for auxiliary officers. This course includes but is not limited to responding to calls for service, establishing perimeters, conducting building or grounds searches, conducting well-being checks, interacting with suspects, and making arrests. Upon completion of this course, students will complete the assessment for Incident Command System modules assessment.

## **CJK 0028 Traffic Stops and Crash Investigations**

**Clock Hours:** 28

This course is an introduction to traffic stops and crash investigations for auxiliary officers. This course examines common traffic violations, towing or impounding abandoned vehicles, directing traffic, responding to a driving under the influence (DUI) charge and responding to a crash scene.

## **CJK 0029 Crime Scene and Court Room Procedures**

**Clock Hours:** 8

This course is an introduction to crime scene and courtroom procedures for auxiliary officers. This course examines crime scene security, rules of evidence, and court proceedings.

## **CJK 0031 First Aid for Criminal Justice Officers**

**Clock Hours:** 40

**Lab Fee:** Yes

This course introduces students to the basics of rendering first aid in a variety of situations, including during mass casualty incidents, and has a practical skills demonstration component.

## **CJK 0032 First Aid for Criminal Justice Officers Proficiency**

**Clock Hours:** 8

**Prerequisites:** Acceptance into Law Enforcement (LE) or Corrections Officer (CO) Special Operations Forces Academy

The student must demonstrate proficiency in the high liability area of CMS First Aid until emergency medical services (EMS) arrives.

## **CJK 0040 Criminal Justice Firearms**

**Clock Hours:** 80

**Lab Fee:** Yes

This course introduces students to the fundamentals of safe firearms handling and operation and has a practical skills demonstration component.

## **CJK 0041 Criminal Justice Firearms Proficiency**

**Clock Hours:** 8

**Prerequisites:** Acceptance into Law Enforcement (LE) or Corrections Officer (CO) Special Operations Forces Academy

The student will demonstrate proficiency in the high liability area of CMS Criminal Justice Firearms.

**CJK 0051 Criminal Justice Defensive Tactics**

**Clock Hours:** 80

**Lab Fee:** Yes

This course introduces students to the fundamentals of defensive tactics and has a practical skills demonstration component.

**CJK 0052 Criminal Justice Defensive Tactics Proficiency**

**Clock Hours:** 8

**Prerequisites:** Acceptance into Law Enforcement (LE) or Corrections Officer (CO) Special Operations Forces Academy

The student will demonstrate proficiency in the high liability area of criminal justice defensive tactics.

**CJK 0063 Fundamentals of Patrol**

**Clock Hours:** 40

This course 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 response to non-criminal calls and conduct structure and area searches, and provides resources that officers use while on patrol.

**CJK 0072 Crimes Against Persons**

**Clock Hours:** 48

One of the most important tasks assigned to a law enforcement officer is conducting an impartial investigation to bring a suspect to justice. Objective investigative work is the main reason officers have earned the public's trust over years of service. The quality of an investigation undergoes great public scrutiny. In this course the student must conduct each investigation with attention to accuracy, detail, and professionalism. The student will establish a reputation in court and in public based upon the quality of the investigative work.

**CJK 0073 Crimes Involving Property & Society**

**Clock Hours:** 12

In this class students will learn about individuals committing crimes involving property to interfere with or obtain money, property, or some other benefit from a victim. The class will also focus on the potential results from this type of crime such as range from loss of property to physical or mental harm to the victim.

**CJK 0079 Crime Scene Follow-up Investigations**

**Clock Hours:** 34

This course provides an overview into crime scene investigations to include securing, protecting, preserving a crime scene along with identifying and collecting evidence.

**CJK 0093 Critical Incidents**

**Clock Hours:** 44

Serving community through law enforcement means being ready to handle many situations. This course provides an overview of law enforcement techniques and tactics used when confronting large-scale or critical incidents.

**CJK 0096 Criminal Justice Officer Physical Fitness Training/Law Enforcement**

**Clock Hours:** 60

**Lab Fee:** Yes

In this course students will learn about physical fitness and understand the importance of adopting a commitment to lifelong fitness. The student will learn about the level of physical fitness expected by Florida law enforcement officers.

**CJK 0111 Interviewing and Report Writing in Corrections**

**Clock Hours:** 16

This course introduces students to the importance of documentation and report writing in a correctional environment.

**CJK 0300 Introduction to Corrections**

**Clock Hours:** 32

This course provides an overview of the correctional officer training program and the requirements for becoming a certified officer in Florida. The course details basic criminal justice values, ethics, and ways to demonstrate professionalism when interacting with others. The command structure within a criminal justice agency will be discussed and the student will have a working knowledge of federal and state laws affecting correctional officers as they carry out a variety of responsibilities requiring a foundational knowledge of the law and the ability to apply law to specific incidents.

**CJK 0301 Introduction to Corrections**

**Clock Hours:** 32

This course provides an introduction to the corrections profession, including the roles and responsibilities of correctional officers, the certification process, the structure of the criminal justice system, and considerations that impact the longevity of an officer's career.

**CJK 0305 Communications**

**Clock Hours:** 40

Correctional officers use various forms of communication when managing inmates and interacting with others as part of their duties. Communication in a correctional setting includes verbal and nonverbal expression, written documentation, radio, telephone, and computer usage. This course provides practical communication skills that will assist new correctional officers in managing and supervising inmates, giving directions, answering questions, and interacting with others in a professional and safe manner. Topics include interpersonal communication, telecommunications, interviewing, note taking, and report writing.

**CJK 0306 Communication for Correctional Officers**

**Clock Hours:** 32

This course provides students with the foundational knowledge of effective communication within a correctional environment, including interpersonal communication, de-escalation, and recognizing and responding to manipulation tactics.

**CJK 0310 Officer Safety**

**Clock Hours:** 16

Being a correctional officer is inherently stressful, dangerous, and possibly life threatening. Correctional officers are the first line of defense against violence, security breaches, and other safety hazards. It is the responsibility of correctional officers to provide this line of defense for themselves, but also to the public, facility staff, and inmates. This course provides an overview of safety and security concerns, identification, manipulation and deception, contraband, and searches. In order to mitigate these problems within a facility, correctional officers must be mentally present, persistent, and proactive in their duties.

**CJK 0315 Facility and Equipment****Clock Hours:** 8

Correctional officers are responsible for equipment and materials used to keep correctional facilities clean, safe, and secure. It is important for a correctional officer to have a basic knowledge of standard equipment used, including weapons, hazardous materials, and sensitive supplies. Officers must be very familiar with common problems found when managing equipment. This will help them complete their duty to support the safe and efficient operation of equipment and to provide a safe environment for inmates, staff and visitors.

**CJK 0320 Intake and Release****Clock Hours:** 18

In the performance of their duties, correctional officers may be assigned to conduct the intake, classification, or release of inmates. An officer must have knowledge of facility policies and procedures, state laws, and legal guidelines as they pertain to each part of the process. Intake, classification, and release processes include verification of identity, required documentation, person and property searches, property inventory, issuing hygiene items, fingerprinting, photographing, assessing custody levels, assigning housing, and releasing of inmates.

**CJK 0321 Intake and Release****Clock Hours:** 16

This course provides an overview of the intake and reception process in a correctional facility, classification and housing assignments, and explains the basic release process at county and state facilities.

**CJK 0324 Supervision in a Correctional Facility****Clock Hours:** 32

This course provides foundational knowledge of the processes for monitoring inmates in a variety of situations, transporting inmates, and addressing disciplinary issues.

**CJK 0325 Supervising in a Correctional Facility****Clock Hours:** 40

The primary activity of a correctional officer is the care, custody, and control of inmates. Correctional officers require keen supervisory and observational skills to ensure officer safety, and the safe operation of the correctional facility. This course will introduce students to the observation and monitoring of inmates in various locations within and outside of the correctional facility.

**CJK 0326 Supervising Correctional Populations****Clock Hours:** 25

This course provides an introduction to the various populations within a correctional environment and includes information on legal aspects of providing care and custody for inmates under the Americans with Disabilities Act (ADA) and the Prison Rape Elimination Act (PREA).

**CJK 0327 Shift Management and Safety****Clock Hours:** 20

This course teaches the basics of situational awareness and safety measures within a correctional environment, including equipment, security checks, searches, contraband, and maintaining general facility safety.

**CJK 0330 Supervising Special Populations****Clock Hours:** 20

On a daily basis, a correctional officer interacts with a variety of individuals who have been grouped together. Special populations are part of this larger group. The officer may need to make considerations when supervising each of these groups of inmates. These special population groups have individual characteristics. The most common groups the officer will encounter are discussed, from most prevalent to least. The officer should be aware of these special populations and respond appropriately when interacting with and supervising them.

**CJK 0335 Responding to Incidents and Emergencies****Clock Hours:** 16

One of the most important duties of a correctional officer is to apply knowledge, training, and reasonable judgment to ensure the safety and security of all persons at the facility during an emergency. Any incident can develop into an emergency. The officer is expected to be effective in the use of equipment, crime scene control, chain of custody procedures, and documentation of involvement in any incident or emergency.

**CJK 0336 Incidents and Emergencies in Correctional Facilities****Clock Hours:** 20

This course provides foundational knowledge in identifying and responding to critical incidents within a correctional facility.

**CJK 0340 Officer Wellness and Physical Abilities****Clock Hours:** 30

This course provides students with a structured physical fitness conditioning program within the academy.

**CJK 0355 Legal for Correctional Officers****Clock Hours:** 22

This course provides students with the foundational understanding of how case law and agency policies and procedures are important in the corrections profession.

**CJK 0393 Crossover Program Updates****Clock Hours:** 8

This course is designed to expand or update curriculum topics in the law enforcement program, highlight new techniques in a high liability area or provide for application of relevant case law.

**CJK 0400 Traffic Incidents****Clock Hours:** 12

This course provides the necessary information about traffic statutes and procedures and lays the foundation to practice excellent traffic enforcement. 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.

**CJK 0401 Traffic Stops****Clock Hours:** 24

This course covers driver education and the fundamentals of a safer roadway through an integrated study of stress, communication, and good practices. Students will examine and evaluate unknown traffic stops and high risk traffic stops.

**CJK 0402 Traffic Crash Investigations**

**Clock Hours:** 30

This course will focus on the systematic approach on law enforcement officers use to investigation traffic accidents, robbery, battery, or homicide. This course also includes responding, assessing, and protecting the scene; gathering and evaluating information and evidence; returning the scene to normal condition; taking appropriate enforcement action; and documenting the incident or crash.

**CJK 0403 DUI Traffic Stops**

**Clock Hours:** 24

Students will be able to explain how law enforcement officers are able to detect impaired drivers, how to administer field sobriety tests, make arrests when appropriate, and record the evidence of a driving under the influence (DUI) offense.

**CJK 0421 Conducted Electrical Weapon/Dart-Firing Stun Gun**

**Clock Hours:** 4

**Lab Fee:** Yes

Students will demonstrate the proper use of electrical weapons and survey the effects of their utilization through the media, medical profession, and the field of science. Students will also examine the statutory requirements that apply to conducted electrical weapon (CEW).