



UNIVERSITY OF CALIFORNIA, SANTA CRUZ

TRAINING PLAN AND EMPLOYEE CAREER PATHS

INTRODUCTION:

The UC Santa Cruz Police Department has an interest and responsibility for the continual growth and development of its personnel. Through a combined effort in the areas of professional training and personal education, we believe an employee can achieve both professional and personal excellence and career goals. By so doing, the police department will ensure its personnel possess the knowledge and skills necessary to provide a professional level of service that meets the needs of the community.

PURPOSE:

The purpose of the UC Santa Cruz Police Department Training Plan and the Succession Plan is to:

- 1) Meet Mandated, Essential and Desirable training requirements;
- 2) Enhance the level of law enforcement service to the public;
- 3) Increase the technical expertise and overall effectiveness of our personnel;
- 4) Provide for continued professional development of department personnel.

The Training Plan is designed to identify the training needs and set priorities for the training needs of every rank/position and task/specialized assignment within the Department. The Plan should be used as an objective tool that assists with bringing uniformity and consistency to training, while providing employees with the greatest opportunity for success. It is a tool to be used by supervisors and managers on a regular basis, in their effort to meet the training needs of their employees, and/or evaluating training requests from employees.

The Police Department will strive to use a broad spectrum of training sources for the educational and professional development of its employees. Whenever possible, the Department will use courses certified by the Commission on Peace Officer Standards and Training (P.O.S.T.)

It is understood that the Training Plan in no way identifies all of the training that will occur for the members of the UC Santa Cruz Police Department. Additionally, it does not guarantee that a member will receive all of the training that has been identified for his/her position, with the exception of the training that has been identified as Mandatory.

To make professional and personal goals possible to the employee, the Department has placed an emphasis in two areas:

- 1) Law Enforcement Professional Training
- 2) College Education

LAW ENFORCEMENT PROFESSIONAL TRAINING:

Law Enforcement Professional Training is comprised of two categories of training. The first category refers to those courses certified by California Peace Officers Standards and Training (P.O.S.T.). These courses are available for both sworn and non-sworn personnel, whose job description supports the need for specified or requested training.

Some of the P.O.S.T. courses in this category are reimbursable to the General Fund by the State of California in varying degrees based on their "plan" designation. The categories of expense/allowances that may be reimbursed are: subsistence, commuter lunch, travel, tuition, back-fill salary and training presentation costs. The five reimbursement plans that have been adopted by P.O.S.T. are designated as Plan I, II, III, IV, and as follows:

Plan I

Subsistence
Commuter Lunch
Travel
Tuition
Back-fill Salary

Plan II

Subsistence
Commuter Lunch
Travel
Back-fill Salary

Plan III

Subsistence
Commuter lunch
Travel
Tuition

Plan IV

Subsistence
Commuter Lunch
Travel

Plan V

Subsistence
Commuter Lunch
Travel
Training Presentation

P.O.S.T. has implemented a forty-hour cap per year for reimbursable training. There are several courses, which are exempt from the forty-hour cap. These courses are listed in Appendix A.

In addition to typical classroom settings, P.O.S.T. training is also available through the P.O.S.T. Learning Portal (www.post.ca.gov), videos/DVDs and other interactive computer programs.

The second category of Law Enforcement Professional Training refers to training certified by P.O.S.T., but not reimbursable, in-house training and training provided by outside agencies and vendors.

This training includes defensive tactics, range training, etc. In-house instruction is the responsibility of the UC Santa Cruz Police Department and is spearheaded by the Training Sergeant. This type of training provides "hands-on" continuing professional training to department employees. Monthly training bulletins are distributed to each employee through Lexipol. The training bulletins contain a variety of law enforcement information, such as legal updates and health advice, along with refresher information on the current police department policy manual. Roll call training topics include practical case law application, equipment proficiency, street tactics, standard operating procedures and policy review.

Other forms of non-P.O.S.T. training are offered through different vendors such as HIDTA, Fred Pryor Seminars and others. This training is not reimbursable, but frequently very beneficial for the professional development of the employee.

COLLEGE EDUCATION:

The Chief of Police and the University of California Santa Cruz are very supportive of its employees obtaining a formal college education. All personnel of the UC Santa Cruz Police Department are encouraged to pursue their educational goals.

TRAINING BUREAU:

The Department's Training Bureau is responsible for coordinating the delivery of Law Enforcement Professional Training to sworn and non-sworn personnel. A sergeant is responsible for the day-to-day operations of the Bureau and is directly supervised by the Lieutenant. The Training Sergeant is also responsible for ensuring training compliance with P.O.S.T. regulations, federal and state statutes and University policy.

The Training Sergeant will coordinate scheduled training with the supervisor(s) of the employee. The Training Sergeant will normally make class reservations and any applicable hotel, airline or car reservations and will be the responsibility of the Business Unit with help from the attendee. The sergeant will submit all of the necessary paperwork to Business Unit of the University of California Santa Cruz Police Department in compliance with the purchasing policy.

The Training Sergeant will notify each employee as soon as possible of scheduled training through the use of the *Training Management System (TMS)* Inter-Office Memo. This memo will provide the course title, date, time and location of the training. The Training Sergeant will distribute remaining paperwork approximately one to two weeks prior to the training. If the scheduled training is a P.O.S.T. certified course then a Training Reimbursement Request (TRR) form must be submitted to the instructor of the course. This form will be provided to the employee and it is the responsibility of the employee attending the training to submit this form. This is the mechanism that allows the State of California to reimburse the University of California.

The POST Learning Portal provides annual and bi-annual mandated training on a variety of tasks. The Training Manager assigns these training opportunities via email and TMS and are posted on the Training Calendar. Most of this training is self-paced by the student. However, participation in the training must be verified in two ways. First, the student must print the verification of viewing document and forward it to the Training Manager. Second, the Training Manager must facilitate a review of verified learning with the student. This can be accomplished in person or through the student's supervisor. Each of the trainings that have a corresponding facilitated mode have questions that must be reviewed with the student by a supervisor or the Training Manager.

These questions should be uploaded digitally into TIMS (Training Information Management System) with a corresponding entry in the Training Log in TIMS verifying that the training and the review have taken place.

The Training Manger is responsible for this process and for accurately tracking all training on the POST Learning Portal platform. This tracking will necessitate the Training Manger creating course rosters for each digital learning exercise on the class as provided on the POST EDI website at the following address: https://edinet.post.ca.gov/course_rosters/list_presentations

Training Management System (TMS)

This is a computer software program utilized by the Training Sergeant to track all departmental training. The Training Plan for both “Rank and Task Assignments” has been entered into this software program. It is important that notification and documentation of all training be forwarded to the Training Sergeant to insure that information is entered into the TMS program. This allows for the Training Sergeant to conduct Training Plan and P.O.S.T. training compliance reports for all employees. With this capability, the Training Sergeant can identify training deficiencies according to the Training Plan.

ORGANIZATION OF THE TRAINING PLAN:

The Training Plan is divided into two sections:

Section 1: Rank/Position Assignment:

This section of the Training Plan contains a list of all sworn and civilian rank/positions within the structure of the police department.

Section 2: Task/Specialized Assignment

This section of the Training Plan is an alphabetized list of all task/specialty assignments within the Department for both sworn and civilian assignments.

Within each section the training courses are categorized as follows:

MANDATED

Training in this category is required by Federal law, State law and/or Department policy. Unless otherwise noted, this training should be completed within one year of appointment to the position.

ESSENTIAL

This training has been designated by the Department as necessary for the professional development of an employee in his/her specified rank and/or task assignment.

DESIRABLE

Upon completion of the mandatory and essential courses, an employee may pursue additional interests in their law enforcement training. The Department will make a positive effort to accommodate an individual's desired career path, with consideration for the needs of the Department and anticipated employee career direction.

In many instances an employee will be simultaneously guided by multiple sections of the Training Plan. An example would be a police officer currently assigned as a Field Training Officer. That employee will need to meet the training needs of both the Police Officer rank assignment and the Field Training Officer task assignment.

CONTINUAL PROFESSIONAL TRAINING (CPT):

Continual Professional Training (CPT) is required for peace officers and dispatch personnel who are employed by POST participating departments. The purpose of CPT is to maintain, update, expand, and/or enhance an individual's knowledge and/or skills. CPT is training that exceeds the training required to meet or re-qualify in entry-level minimum standards.

Every peace officer other than a Level III reserve peace officer, public safety dispatcher, and public safety dispatch supervisor shall satisfactorily complete the CPT requirement of 24 or more hours of POST qualifying training during every two-year CPT cycle, beginning January 1, 2009.

Perishable Skills/Communications Requirement for CPT:

Effective January 1, 2002, all peace officers (except reserve officers) below the rank of lieutenant and assigned to patrol, traffic, or investigations who routinely effect the physical arrest of criminal suspects are required to complete Perishable Skills and Tactical Communications training. In-lieu of completing the training, the requirement may be met by successfully passing a presenter-developed test that measures the approved training objectives.

Perishable Skills training shall consist of a minimum of 12 hours in each two-year period. Of the total 12 hours required, a minimum of 4 hours of each of the three following topical areas shall be completed:

- Arrest and Control
- Driver Training/Awareness or Driving Simulator
- Tactical Firearms or Force Options Simulator

Communications training, either tactical or interpersonal, shall consist of a minimum of 2 hours in each two-year period

It is recommended that managers and executives complete, within their two-year compliance cycle, two hours of CPT devoted to updates in the perishable skills topical areas enumerated above.

PROFESSIONAL CERTIFICATES and LICENSES:

The University of California Santa Cruz Police Department recognizes the importance of well-equipped and trained personnel. This includes assisting Department members in obtaining the appropriate professional certificate(s) awarded by the Commission on Police Officer Standards and Training.

The Department, through the Training Manager, is responsible for insuring that all personnel receive their basic certificate. Due to the numerous combinations of training, education and experience that would qualify individuals for certificates other than the basic it is the individual's responsibility to contact the Training Manager if they feel they are eligible for an upper level certificate.

To qualify for award of certificates, applicants shall have completed combinations of education, training and experience as prescribed by the Commission.

- (a) Training Points: Twenty classroom hours of police training acknowledged by the Commission shall equal one training point. Such training must be conducted in a classroom or other appropriate site, in increments of two hours or more, taught by a qualified instructor, concluded with appropriate testing, and for which records are kept.
- (b) Education Points: One semester unit shall equal one education point and one quarter unit shall equal two-thirds of a point. Such units of credit shall have been awarded by an accredited community college, college, university, or until January 1, 1998, by a non-accredited, state-approved college that offers programs exclusively in criminal justice (refer to Regulation 1001(a) for definition of acceptable college education).
- (c) All education and training must be supported by copies of transcripts, diplomas and other verifying documents attached to the application for POST certificate. Units of credit transferred from one education institution to another must be documented by transcripts from both such educational institutions. When credit is awarded, it shall be counted for either training or education points, whichever is to the advantage of the applicant.
- (d) Training acquired in completing a certified Basic Course may be credited toward the number of training points necessary to obtain the Intermediate or Advanced Certificate. When education points as well as training points are acquired in completing the Basic Course, the applicant may select, without apportionment, the use of either the education points or the training points.
- (e) For the Regular or Specialized Certificate Programs, law enforcement experience in California as a full-time, paid peace officer shall be accepted for the full period of such experience.

- (f) In other law enforcement categories (e.g., out-of-state or military law enforcement experience) the required experience shall be accepted by the Commission, not to exceed a maximum of five years. The experience must be documented and the name of the organization(s) indicated, years of service, duties performed, and types of responsibility
- (g) The Supervisory, Management, and Executive Certificates each require two years of satisfactory experience. Middle management experience shall be substitutable for supervisory experience. Department head experience may substitute for middle management or supervisory experience. An aggregate of four years' of experience (with at least two years of experience at the higher rank) is required to receive both the Supervisory and Management Certificates; an aggregate of six years' of experience (with at least two years of experience at the higher rank) is required for all three certificates to be awarded.

Basic Certificate:

If employed after January 1, 1988, and have satisfactorily completed the period of probation, of no less than one year, as attested to by the department head. An applicant must acquire the certificate upon completion of probation but within 24 months of date of hire. If the local probation period is 24 months, an additional 3 months shall be allowed for obtaining the certificate.

In addition to the requirements set forth in the P.O.S.T. Administrative Manual (PAM), the applicant for the award of the Regular or Specialized Basic Certificate must:

- (a) If employed after January 1, 1988, have satisfactorily completed the period of probation, of no less than one year, as attested to by the department head. An applicant must acquire the certificate upon completion of probation but within 24 months of date of hire. If the local probation period is 24 months, an additional 3 months shall be allowed for obtaining the certificate. For officers employed before January 1, 1988, they must have completed a period of satisfactory service of no less than one year. The Executive Director shall have the authority to determine the manner in which the time periods are calculated, when there is change of employers, injury, illness, or other such extraordinary circumstances over which the applicant or department may have little or no control.
- (b) Have satisfactorily met the appropriate POST Basic Course training requirement.

The certificate shall include the applicant's name and experience category of the employing agency.

Intermediate Certificate:

In addition to the requirements set forth in the P.O.S.T. Administrative Manual, the applicant for the award of the Regular or Specialized Intermediate Certificate must:

- (a) Possess or be eligible to possess a basic certificate; and
- (b) Satisfy the prerequisite basic course training requirement as described in PAM, Section 1005(a), and have acquired the training and education points and/or the college degree designated and the prescribed years of law enforcement experience in one of the following combinations:

Degree or Education Points		Law Enforcement Experience		Training Points
Bachelor Degree	<i>and</i>	2 years	<i>plus</i>	0
Associate Degree	<i>and</i>	4 years	<i>plus</i>	0
45 Education Points	<i>and</i>	4 years	<i>plus</i>	45
30 Education Points	<i>and</i>	6 years	<i>plus</i>	30
15 Education Points	<i>and</i>	8 years	<i>plus</i>	15

Advanced Certificate:

In addition to the requirements set forth in the P.O.S.T. Administrative Manual, the applicant for the award of the Regular or Specialized Advanced Certificate must:

- (a) Possess or be eligible to possess an intermediate certificate; and
- (b) Satisfy the prerequisite basic course training requirement and have acquired the training and education points and/or the college degree designated and the prescribed years of law enforcement experience in one of the following combinations:

Degree or Education Points		Law Enforcement Experience		Training Points
Master Degree	<i>and</i>	4 years	<i>plus</i>	0
Bachelor Degree	<i>and</i>	6 years	<i>plus</i>	0
Associate Degree	<i>and</i>	9 years	<i>plus</i>	0

45 Education Points	<i>and</i>	9 years	<i>plus</i>	45
30 Education Points	<i>and</i>	12 years	<i>plus</i>	30

Supervisory Certificate:

In addition to the requirements set forth in the P.O.S.T. Administrative Manual, the applicant for the award of the Regular or Specialized Supervisory Certificate must:

- (a) Possess or be eligible to possess an intermediate certificate; and
- (b) Have no less than 60 semester units (see subparagraph F-1-4.b.); and
- (c) Satisfactorily meet the training requirement of the Supervisory Course; and
- (d) Have served satisfactorily for a period of two years as a first-level supervisor, middle manager, assistant department head, or department head as defined, respectively, in Sections 1001 (n), (s), (t), and (1) of the Regulations. The certificate shall include the applicant's name, official title and name of employing jurisdiction or agency.

Management Certificate:

In addition to the requirements set forth in the P.O.S.T. Administrative Manual, the applicant for the award of the Regular or Specialized Management Certificate must:

- (a) Possess or be eligible to possess an advanced certificate; and
- (b) Have no less than 60 semester units and (see subparagraph F-I-4. b.);
- (c) Satisfactorily meet the training requirement of the Management Course; and
- (d) Have served satisfactorily for a period of two years as a middle manager, assistant department head, or department head as defined, respectively, in Sections 1001 (s), (t), and (1) of the Regulations.

The certificate shall include the applicant's name, official title and name of employing jurisdiction or agency. When a holder of a Management Certificate transfers as an assistant department head or middle manager to another jurisdiction, a new certificate may be issued upon request, as provided for in PAM, Section F-3, displaying the name of the new jurisdiction.

Executive Certificate:

In addition to the requirements set forth in the P.O.S.T. Administrative Manual, the applicant for

the award of the Regular or Specialized Executive Certificate must:

- (a) Possess or be eligible to possess an advanced certificate; and
- (b) Have no less than 60 semester units (see subparagraph F-1-4. b.); and
- (c) Satisfactorily meet the training requirements of the Executive Development Course; and
- (d) Have served satisfactorily for a period of two years as a department head as defined in Section 1001 (1) of the Regulations.

The certificate shall include the applicant's name, official title and name of employing jurisdiction. When a holder of an Executive Certificate transfers as a department head to another jurisdiction, a new certificate may be issued upon request as provided for in PAM, Section F-3, displaying the name of the new jurisdiction or agency.

Records Supervisor Certificate:

To be eligible for the award of a Records Supervisor Certificate, an applicant must:

- (1) Currently be a records supervisor as defined in PAM, Section 1001(cc) and have been reported to POST in accordance with Regulation 1003, Notice of Appointment/Termination; and
- (2) Have satisfactorily completed a probationary period established by the employing agency as a records supervisor; and
- (3) Have a minimum of two years of satisfactory service with the employing agency as a records supervisor; and
- (4) Have graduated high school or passed the General Education Development Test (GED); and
- (5) Have been trained in accordance with the minimum training standards described in PAM Section 1005(h)

Public Safety Dispatcher Certificate

To be eligible for the award of a Public Safety Dispatcher Certificate, an applicant must:

- (1) Dispatcher Certificates are professional certificates awarded in recognition of meeting specified training and service requirements. Possession of these certificates is voluntary, and is not required to perform dispatcher duties.

- (2) Be employed with a department participating in the POST Dispatcher Program.
- (3) Be appointed as a full-time public safety dispatcher.
- (4) Have been selected in accordance with the minimum selection requirements specified in Regulation 1018.
- (5) EXCEPTION: This requirement does not apply, if the dispatcher was appointed prior to the department's participation in the POST program.
- (6) Have successfully completed a POST-certified Public Safety Dispatcher's Basic Course of no less than 80 hours.
- (7) Have satisfactorily completed the current department's probationary period of at least 12 months.

ANNUAL REVIEW:

As provided for in the Department's Policy Manual, the Training Bureau will conduct an annual training-needs assessment of the Police Department. The needs assessment will be reviewed by the Police Department's staff. Upon approval of the Staff, the needs assessment will form the basis for the training plan for the fiscal year. It is the responsibility of the Training Sergeant to maintain, review and update the Training Plan on an annual basis.

Rank/Position Assignment-Sworn Personnel

● **CHIEF.....14**

- **CAPTAIN.....18**
- **LIEUTENANT.....22**
- **SERGEANT.....24**
- **OFFICER.....30**

CHIEF

Standard Training Requirements

MANDATED TRAINING:

First Aid/CPR/AED (P.O.S.T. PC 13518)
 Initial Training: Provided in Basic Academy

Recertification: Every 2 years

Communicable Disease (Health and Safety Code 17997.188)

Initial Training: Upon Assignment (8 CCR 5193)

Recertification: Annually (Policy 1016.1)

Bloodborne Pathogens (CAL-OSHA Reg. 5193)

Initial Training: Provided in Basic Academy

Recertification: Annually

Racial Profiling Update (P.O.S.T. PC 13519.4)

Initial Training: Within 5 years of appointment

Recertification: 2 hours of training every 5 years

Range Qualification-Pistol (Policy 312.4)

Initial Training: Within 6 months of appointment

Recertification: 2 times per year

Sexual Harassment Training (Gov. Code 12950.1)

Initial Training: Within 1 year of appointment

Recertification: Every 2 years

Basic/Tactical Patrol Rifle (Senate Bill 359)

Initial Training: Upon appointment

ICS 100HC 300/400

Initial Training: Within 1 year of appointment

Recertification: Every 2 years

CLETS Training

Initial Training: Annual

Recertification: Every Two Years

Mental Health W&I 5152

Initial Training: Within 6 months of appointment

Clery Act

Initial Training: During first six months of employment – learningcenter.ucsc.edu

Recertification: Annually

DATA Security and FERPA

Initial Training: 1 hour within first 6 months of hire date

Recertification: Annually

Discrimination Prevention / TITLE IX training

Initial Training: 2 Hours, Within 6 months of hire date
Recertification: Biennial

Health Insurance Portability and Accountability Act (HIPAA)

Initial Training: Within first six months of hire date—2 hours
Recertification: Biennial

Law Enforcement Response to Terrorism (LERT) (on-line 1 hour)

Initial Training: 8 hours, initial training only

Bias and Racial Profiling (POST Learning Portal)

Initial Training: within first six months of hire date-2 hours
Recertification: Annual

Excited Delirium Webinar

Initial Training: Within first six months of hire date-1 hour
<https://info.lexipol.com/webinar-excited-delirium-ty>
Recertification: Annual

ESSENTIAL TRAINING:**Continued Professional Training (CPT) (P.O.S.T.)**

Initial Training: 24 hours of P.O.S.T. certified training every two years
o The two year cycle begins January 1 of the year following being added to the Department roster
Recertification: New cycle begins every 2 years

Executive Management Course

Initial Training: Within first year of appointment

Worker's Compensation / Disability Retirement Issues

Initial Training: Within 1 year of appointment
Recertification: Annually

Domestic Violence Update

Initial Training: Within 1 year of appointment
Recertification: Annually

Management/Supervision of Officer Involved Shooting Investigations

Initial Training: Within 2 years of promotion

Public Records Act

Initial Training: Within 2 years of promotion

Clery Act

Initial Training: Annual

Recertification: Annual – learningcenter.ucsc.edu

DESIRABLE TRAINING:

Budget Preparation Course

Initial Training: Not required

California Police Chief's Conference

Initial Training: Not required

Media Relations

Initial Training: Not required

The Role of the Police Chief

Initial Training: Not required

Title IX Training

Initial Training: Not required

Employee Evaluations

Initial Training: Not required

Pitchess Motions

Initial Training: Not required

Internal Affairs Investigations

Initial Training: Not required

Skelly Response

Initial Training: Not required

Human Factors / Threat and Terror Incident Management

Initial Training: Not required

ICAT-Police Executive Research Forum

Initial Training: Within 1 year of appointment

CAPTAIN

Standard Training Requirements

MANDATED TRAINING:

Executive Development Course (PAM 1005)

Initial Training: Within 1 year of appointment

First Aid/CPR/AED (P.O.S.T. PC 13518)

Initial Training: Provided in Basic Academy

Recertification: Every 2 years

Bloodborne Pathogens (CAL-OSHA Reg. 5193)

Initial Training: Provided in Basic Academy

Recertification: Annually

Communicable Disease (Health and Safety Code 17997.188)

Initial Training: Upon Assignment (8 CCR 5193)

Recertification: Annually (Policy 1016.1)

Racial Profiling Update (P.O.S.T. PC 13519.4)

Initial Training: Within 5 years of appointment

Recertification: 2 hours of training every 5 years

Range Qualification-Pistol (Policy 312.4)

Initial Training: Within 6 months of appointment

Recertification: 2 times per year

Sexual Harassment Training (Gov. Code 12950.1)

Initial Training: Within 1 year of appointment

Recertification: Every 2 years

Basic/Tactical Patrol Rifle (Senate Bill 359)

Initial Training: Upon appointment

ICS 100HC 300/400

Initial Training: Within 1 year of appointment

Recertification: Every 2 years

CLETS Training

Initial Training: Annual

Recertification: Every Two Years

Mental Health W&I 5152

Initial Training: Within 6 months of appointment

Bias and Racial Profiling (POST Learning Portal)

Initial Training: within first six months of hire date-2 hours

Recertification: Annual

Excited Delirium Webinar

Initial Training: Within first six months of hire date-1 hour

<https://info.lexipol.com/webinar-excited-delirium-ty>

Recertification: Annual

ESSENTIAL TRAINING:**Continued Professional Training (CPT) (P.O.S.T.)**

Initial Training: 24 hours of P.O.S.T. certified training every two years

- o The two year cycle begins January 1 of the year following being added to the Department roster

Recertification: New cycle begins every 2 years

Domestic Violence Update

Initial Training: Within 1 year of appointment

Recertification: Annually

Management/Supervision of Officer Involved Shooting Investigations

Initial Training: Within 2 years of promotion

Public Records Act

Initial Training: Within 2 years of promotion

Clery Act

Initial Training: Annual

Recertification: Annual – learningcenter.ucsc.edu

Worker's Compensation / Disability Retirement Issues

Initial Training: Within 1 year of appointment

Recertification: Annually

DESIRABLE TRAINING:**Budget Preparation Course**

Initial Training: Not required

California Police Chief's Conference

Initial Training: Not required

FBI National Academy

Initial Training: Within first 24 months in position

Media Relations

Initial Training: Not required

POST Command College

Initial Training: Not required
Senior Management Institute for Police (SMIP)
Initial Training: Not required

WestPoint Leadership
Initial Training: Not required

Worker's Compensation / Disability Retirement Issues
Initial Training: Not required

Title IX Training
Initial Training: Required – learningcenter.ucsc.edu

Employee Evaluations
Initial Training: Not required

Pitchess Motions
Initial Training: Not required

Internal Affairs Investigations
Initial Training: Not required

Skelly Response
Initial Training: Not required

Human Factors / Threat and Terror Incident Management
Initial Training: Not required

CLETS Training
Initial Training: Annual
Recertification: Every Two Years

LIEUTENANT

Standard Training Requirements

MANDATED TRAINING:

Bloodborne Pathogens (CAL-OSHA Reg. 5193)

Initial Training: Provided in Basic Academy
Recertification: Annually

Communicable Disease (Health and Safety Code 17997.188)

Initial Training: Upon Assignment (8 CCR 5193)
Recertification: Annually (Policy 1016.1)

First Aid/CPR/AED (P.O.S.T. PC 13518)

Initial Training: Provided in Basic Academy

Recertification: Every 2 years

Incident Command System (700, 100, 200)

Initial Training: Within 1 year of appointment

Management Class (PAM 1005)

Initial Training: Within 1 year of appointment

Racial Profiling Update (P.O.S.T. PC 13519.4)

Initial Training: Within 5 years of appointment

Recertification: 2 hours of training every 5 years

Range Qualification- Pistol (Policy 312.4)

Initial Training: Within 6 months of last qualification

Recertification: 2 times per year

Respiratory Protection Program (CAL-OSHA)

Initial Training: Upon issuance of respirator (gas mask)

Recertification: Annually

SEMS/NIMS (ICS 100 HE/ 300 / 400)

Initial Training: Within 1 year of appointment

Sexual Harassment Training (Gov. Code 12950.1)

Initial Training: Within 1 year of appointment

Recertification: Every 2 years

Basic/Tactical Patrol Rifle (Senate Bill 359)

Initial Training: Upon appointment

CLETS Training

Initial Training: Annual

Recertification: Every Two Years

Perishable Skills Program (PSP) (P.O.S.T.)

The two year cycle begins January 1 of the year following being added to the Department roster.

- Perishable skills are defined as Driver Training, Tactical Firearms, Arrest and Control and Communications.

Active Shooter Training

Annual

Threat Management Training

Crowd Control

Initial Training: Within 1 year of appointment

Recertification: Every 2 years

Mental Health W&I 5152

Initial Training: Within 6 months of appointment

Bias and Racial Profiling (POST Learning Portal)

Initial Training: within first six months of hire date-2 hours

Recertification: Annual

Excited Delirium Webinar

Initial Training: Within first six months of hire date-1 hour

<https://info.lexipol.com/webinar-excited-delirium-ty>

Recertification: Annual

ESSENTIAL TRAINING:

Domestic Violence Update

Initial Training: Within 1 years of appointment

Recertification: Annually

Management/Supervision of Officer Involved Shooting Investigations

Initial Training: Within 2 years of promotion

Public Records Act

Initial Training: Within 2 years of promotion

Clery Act

Initial Training: Annual

Recertification: Annual – learningcenter.ucsc.edu

Worker's Compensation / Disability Retirement Issues

Initial Training: Within 2 years of appointment

DESIRABLE TRAINING:

Budget Preparation Course

Initial Training: Within 2 years of appointment

FBI National Academy

Initial Training: Not required

Law Enforcement Response to Terrorism (LERT)

Initial Training: Not required

Media Relations

Initial Training: Not required

POST Command College

Initial Training: Not required

Senior Management Institute for Police (SMIP)

Initial Training: Not required

WestPoint Leadership

Initial Training: Not required

SERGEANT

Standard Training Requirements:

MANDATED TRAINING:

Bloodborne Pathogens (CAL-OSHA Reg. 5193)

Initial Training: Provided in Basic Academy

Recertification: Annually

Communicable Disease (Health and Safety Code 17997.188)

Initial Training: Upon Assignment (8 CCR 5193)

Recertification: Annually (Policy 1016.1)

CLETS/NCIC -Less than Full Access Operator (Policy 812)

Initial Training: During Orientation Phase

Recertification: Every other year

Continued Professional Training (CPT) (P.O.S.T.)

Initial Training: 24 hours of P.O.S.T. certified training every two years
o The two year cycle begins January 1 of the year following being added to the Department roster
Recertification: New cycle begins every 2 years

Clery Act

Initial Training: During first six months of employment – learningcenter.ucsc.edu
Recertification: Annually

DATA Security and FERPA

Initial Training: 1 hour within first 6 months of hire date
Recertification: Annually

Discrimination Prevention / TITLE IX training

Initial Training: 2 Hours, within 6 months of hire date
Recertification: Biennial

Health Insurance Portability and Accountability Act (HIPAA)

Initial Training: Within first six months of hire date—2 hours
Recertification: Biennial

Law Enforcement Response to Terrorism (LERT) (on-line 1 hour)

Initial Training: 8 hours, initial training only

Domestic Violence Update (P.O.S.T. PC 13519)

Initial Training: Within 2 years of appointment
Recertification: 2 hours of training every 2 years

Domestic Violence Update

Initial Training: Within 1 years of appointment
Recertification: Annually

First Aid/CPR/AED (P.O.S.T. PC 13518)

Initial Training: Provided in Basic Academy
Recertification: Every 2 years

High Technology Crimes (P.O.S.T. PC 1315.55)

Initial Training: Within 18 months of appointment (2 hrs.)

Incident Command System (700, 100, 200, 300, 400)

Initial Training: Within 1 year of appointment

Perishable Skills Program (PSP) (P.O.S.T.)

The two year cycle begins January 1 of the year following being added to the Department roster.

- 12 hours of Perishable Skills training is required every two years.
 - Perishable skills are defined as Driver Training, Tactical Firearms, Arrest and Control and Communications.

Racial Profiling Update (P.O.S.T. PC 13519.4)

Initial Training: Within 5 years of appointment

Recertification: 2 hours of training every 5 years

Range Qualification-Pistol (Policy 312.4)

Initial Training: During Orientation Phase

Recertification: Once a quarter (3 times a year)

* 1 must be nighttime/low-light conditions

Range Qualification-Less-Lethal Shotgun (Policy 308.1.3)

Initial Training: During Orientation Phase

Recertification: 2 times per year

*1 must be nighttime/low-light conditions

Range Qualification-Rifle (Policy 432.5)*

Initial Training: During Orientation Phase

Recertification: 1 time per year

Range Qualification-Less Lethal (Policy 308)

Initial Training: During Orientation Phase

Recertification: 1 time per year

Respiratory Protection Program (CAL-OSHA)

Initial Training: Upon issuance of respirator gas mask

Recertification: Annually

SEMS/NIMS (ICS 100 HE / 300 / 400)

Initial Training: Within 1 year of appointment

Sexual Harassment Training (Gov. Code 12950.1)

Initial Training: Within 1 year of appointment as a supervisor

Recertification: Every 2 years and within 6 months of promotion

Supervisory Course (PAM 1005)

Initial Training: Within 1 year of appointment

Taser (Policy 309)

Initial Training: During Orientation Phase
Recertification: Only required if not carries for 6+ months

Vehicle Pursuit Policy Review (P.O.S.T. PC 13519.8)

Initial Training: During the academy
Recertification: Every 2 years

Basic/Tactical Patrol Rifle (Senate Bill 359)

Initial Training: Upon appointment

Active Shooter Training

Annual

Threat Management Training

Crowd Control

Initial Training: Within 1 year of appointment
Recertification: Every 2 years

Mental Health Training (Senate Bill 29)

Initial Training: Upon appointment
Recertification: Every Two Years

Mental Health W&I 5152

Initial Training: Within 6 months of appointment

Bias and Racial Profiling (POST Learning Portal)

Initial Training: within first six months of hire date-2 hours
Recertification: Annual

Excited Delirium Webinar

Initial Training: Within first six months of hire date-1 hour
<https://info.lexipol.com/webinar-excited-delirium-ty>
Recertification: Annual

ESSENTIAL TRAINING:

Supervisory Leadership Institute (SLI)

Initial Training: After completion of 2 years of supervisory experience

Internal Affairs

Initial Training: Within 1 year of appointment

Officer Involved Shooting Investigations-Management/Supervision

Initial Training: Within 2 years of appointment

Interview and Interrogation

Initial Training: Within 2 years of completion of probation

Drug Influence-11550 H&S

Initial Training: Not required

EPAS Training

Initial Training: Within 1 year of appointment

Radar/Lidar Operator

Initial Training: Within 1 year of appointment

Search Warrants “A through Z”

Initial Training: Not required

DESIRABLE TRAINING:

Assertive Supervision

Initial Training: Within 2 years of appointment

Crisis Intervention Team (CIT)

Initial Training: Not required

Law Enforcement Response to Terrorism (LERT) (on-line 1 hour)

Initial Training: Not required

Legislative Legal Update

Initial Training: Not required

Media Relations

Initial Training: Not required

Rapid Deployment Team (Active Shooter)

Initial Training: Not required

Report Writing for Instructors

Initial Training: Not required

OFFICER

Standard Training Requirements

MANDATED TRAINING:

Bloodborne Pathogens (CAL-OSHA Reg. 5193)

Initial Training: Provided in Basic Academy
Recertification: Annually

Communicable Disease (Health and Safety Code 17997.188)

Initial Training: Upon Assignment (8 CCR 5193)
Recertification: Annually (Policy 1016.1)

CLETS/NCIC - Less than Full Access Operator (Policy 812)

Initial Training: During Orientation Phase
Recertification: Every other year

Clery Act

Initial Training: During first six months of employment – [online learningcenter.ucsc.edu](http://online.learningcenter.ucsc.edu)
Recertification: Annually

Continued Professional Training (CPT) (P.O.S.T.)

Initial Training: 24 hours of P.O.S.T. certified training every two years
o The two year cycle begins January 1 of the year following being added to

the Department roster
Recertification: New cycle begins every 2 years

DATA Security and FERPA

Initial Training: 1 hour within first 6 months of hire date
Recertification: Annually

Discrimination Prevention / TITLE IX training

Initial Training: 2 Hours, Within 6 months of hire date
Recertification: Biennial.

Domestic Violence Update (P.O.S.T. PC 13519)

Initial Training: Within 2 years of appointment
Recertification: 2 hours of training every 2 years

Domestic Violence Update

Initial Training: Within 1 year of appointment
Recertification: Annually

Elder/Dependant Adult Abuse (P.O.S.T. PC 13515)

Initial Training: 2 hours within 18 months of appointment

First Aid/CPR/AED (P.O.S.T. PC 13518)

Initial Training: Provided in Basic Academy
Recertification: Every 2 years

Health Insurance Portability and Accountability Act (HIPAA)

Initial Training: Within first six months of hire date—2 hours
Recertification: Biennial

Incident Command System (700, 100, 200)

Initial Training: Within 1 year of appointment

Law Enforcement Response to Terrorism (LERT) (on-line 1 hour)

Initial Training: 8 hours, initial training only

Perishable Skills Program (PSP) (P.O.S.T.)

The two year cycle begins January 1 of the year following being added to the Department roster.

- 12 hours of Perishable Skills training is required every two years.
 - Perishable skills are defined as Driver Training, Tactical Firearms, Arrest and Control and Communications.

Racial Profiling Update (P.O.S.T. PC 13519.4)

Initial Training: Within 5 years of appointment
Recertification: 2 hours of training every 5 years

Range Qualification-Pistol (Policy 312.4)

Initial Training: During Orientation Phase
Recertification: Once a quarter (3 times a year)
* 1 must be nighttime/low-light conditions

Range Qualification-Less-Lethal Shotgun (Policy 308.1.3)

Initial Training: During Orientation Phase
Recertification: 2 times per year
*1 must be nighttime/low-light conditions

Range Qualification-Rifle (Policy 432.5)*

Initial Training: During Orientation Phase
Recertification: 1 times per year

Range Qualification-Less Lethal (Policy 308)

Initial Training: During Orientation Phase
Recertification: 1 times per year

Respiratory Protection Program (CAL-OSHA)

Initial Training: Upon issuance of respirator gas mask
Recertification: Annually

Sexual Harassment Training (Gov. Code 12950.1)

Initial Training: Within 1 year of appointment
Recertification: Every 2 years

Taser (Policy 309)

Initial Training: During Orientation Phase
Recertification: Only required if not carries for 6+ months

Vehicle Pursuit Policy Review (P.O.S.T. PC 13519.8)

Initial Training: During the academy
Recertification: Every 2 years

Basic/Tactical Patrol Rifle (Senate Bill 359)

Initial Training: Upon appointment

Mental Health Training (Senate Bill 29)

Initial Training: Upon appointment

Recertification: Every Two Years

Active Shooter Training

Annual

Threat Management Training

Crowd Control

Initial Training: Within 1 year of appointment

Recertification: Every 2 years

Mental Health W&I 5152

Initial Training: Within 6 months of appointment

Sexual Assault (UCOP)

Initial Training: Within 1 year of appointment

Bias and Racial Profiling (POST Learning Portal)

Initial Training: within first six months of hire date-2 hours

Recertification: Annual

Excited Delirium Webinar

Initial Training: Within first six months of hire date-1 hour

<https://info.lexipol.com/webinar-excited-delirium-ty>

Recertification: Annual

ESSENTIAL TRAINING:

Drug Influence-11550 H&S

Initial Training: Not required

SEMS/NIMS (ICS 100 HE / 200 / 400 / 700 / 800)

Initial Training: Within 1 year of appointment only, each class three hours

EPAS Training

Initial Training: Within 1 year of appointment

Interview and Interrogation

Initial Training: Within 2 years of completion of probation

Radar/Lidar Operator

Initial Training: Within 1 year of appointment

Search Warrants Training

Initial Training: Not required

Crisis Intervention Team (CIT)

Initial Training: Not required

Persons with Disabilities Act

DESIRABLE TRAINING:

Interview and Interrogation

Initial Training: Not required

Legislative Legal Update

Initial Training: Not required

Media Relations

Initial Training: Not required

Rank/Position Assignment Non-Sworn Personnel

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<h2>RECORDS SUPERVISOR</h2>

Standard Training Requirements

MANDATED TRAINING:

UC Santa Cruz Sexual Harassment Training (University Policy)

Initial Training: During Orientation Phase

CLETS/NCIC - Full Access Operator

Initial Training: During orientation phase

Recertification: Every other year

Communicable Disease (Health and Safety Code 17997.188)

Initial Training: Upon Assignment (8 CCR 5193)

Recertification: Annually (Policy 1016.1)

Basic Records

Initial Training: Within 1 year of appointment

Public Records Act

Initial Training: Within 1 year of appointment

Records Supervisor Course

Initial Training: Within 1 year of appointment

DOJ CLETS Training for Trainers

Initial Training: Within 1 year of appointment

Sexual Harassment, Hostile Work Environment

Initial Training: Within 1 year of appointment

Title IX Training

Initial Training: Required – learningcenter.ucsc.edu

Clery Act

Initial Training: During orientation phase – learningcenter.ucsc.edu

ESSENTIAL TRAINING:

CLEARs Training Meetings

Initial Training: Within 3 months of appointment

DESIRABLE TRAINING:

Annual CLEARs Conference

Initial Training: Not required

Assertive Supervision

Initial Training: Within 2 years of appointment

First Aid/CPR/AED (P.O.S.T. PC 13518)

Initial Training: Provided in Basic Academy

Recertification: Every 2 years

Microsoft Office Suite (Word, Excel, PowerPoint, Access)

Initial Training: Not required

Verbal Judo

Initial Training: Not required

California Association for Property & Evidence (CAPE) Conference

Initial Training: Annually

CAPE Training Meetings

Initial Training: Not required

APE Property Course

Initial Training: Not required

License/Certificate Requirements:

California Drivers License: Upon appointment

POST Records Supervisor Certificate: Within 2 years of appointment

<h2 style="text-align: center;">RECORDS TECHNICIAN</h2>

Standard Training Requirements

MANDATED TRAINING:

Basic Records

Initial Training: Within 1 year of appointment

UC Santa Cruz Sexual Harassment Training

Initial Training: During Orientation Phase

CLETS/NCIC-Less than Full Access Operator

Initial Training: Within 1 year of appointment

Recertification: Every other year

Title IX Training

Initial Training: Within 1 year of appointment – learningcenter.ucsc.edu

Clery Act

Initial Training: Upon appointment – learningcenter.ucsc.edu

Property Room Management

Initial Training: Within 1 year of appointment

Communicable Disease (Health and Safety Code 17997.188)

Initial Training: Upon Assignment (8 CCR 5193)

Recertification: Annually (Policy 1016.1)

ESSENTIAL TRAINING:

First Aid/CPR/AED (P.O.S.T. PC 13518)

Initial Training: Provided in Basic Academy

Recertification: Every 2 years

Public Records Act

Initial Training: Within 1 year of appointment

CAPE Training Meetings

Initial Training: Not required

APE Property Course

Initial Training: Not required

DESIRABLE TRAINING:

Advanced Microsoft Office (Word, Excel, PowerPoint, Access)

Initial Training: Not required

Verbal Judo

Initial Training: Not required

License/Certificate Requirements:

California Drivers License: Upon appointment

EVIDENCE TECHNICIAN

Standard Training Requirements

MANDATED TRAINING:

Property Room Management

Initial Training: Within 1 year of appointment

Basic Records

Initial Training: Within 1 year of appointment

UC Santa Cruz Sexual Harassment Training

Initial Training: During Orientation Phase -- online.learningcenter.ucsc.edu

CLETS/NCIC-Less than Full Access Operator

Initial Training: Within 1 year of appointment

Recertification: Every other year

Title IX Training

Initial Training: Required – learningcenter.ucsc.edu

Clery Act

Initial Training: Required – learningcenter.ucsc.edu

Communicable Disease (Health and Safety Code 17997.188)

Initial Training: Upon Assignment (8 CCR 5193)

Recertification: Annually (Policy 1016.1)

ESSENTIAL TRAINING:

California Association for Property & Evidence (CAPE) Conference
Initial Training: Annually

DESIRABLE TRAINING:

CAPE Training Meetings
Initial Training: Not required

APE Property Course
Initial Training: Not required

PARKING ENFORCEMENT OFFICER

Standard Training Requirements

MANDATED TRAINING:

Basic Parking Regulation and Policy Training

Initial Training: During Orientation Phase

UC Santa Cruz Sexual Harassment Training

Initial Training: During Orientation Phase – online learningcenter.ucsc.edu

CLETS/NCIC-Less than Full Access Operator

Initial Training: Within 1 year of appointment

Recertification: Every other year

Title IX Training

Initial Training: Required – learningcenter.ucsc.edu

Clery Act

Initial Training: During orientation phase – learningcenter.ucsc.edu

Communicable Disease (Health and Safety Code 17997.188)

Initial Training: Upon Assignment (8 CCR 5193)

Recertification: Annually (Policy 1016.1)

ESSENTIAL TRAINING:

DESIRABLE TRAINING:

Verbal Judo

Initial Training: Not required

License / Certificate Requirements:

California Driver's License: Upon appointment

<h1>STUDENT AMBASSADOR</h1>

Standard Training Requirements

MANDATED TRAINING:

Citizen's Police Academy

Initial Training: Prior to becoming a volunteer

Introduction to Driving

Initial Training: Orientation Phase 4 hours

Recertification: Every Year 2 hours

Title IX Training

Initial Training: Required – learningcenter.ucsc.edu

Clery Act

Initial Training: Required – learningcenter.ucsc.edu

ESSENTIAL TRAINING:

DESIRABLE TRAINING:

Verbal Judo

Initial Training: Not required

License / Certificate Requirements:

California Driver's License: Upon appointment

DISPATCHER

Standard Training Requirements:

MANDATED TRAINING:

UC Santa Cruz Sexual Harassment Training (University Policy)

CLETS/NCIC - Full Access Operator

Initial Training: During orientation phase

Recertification: Every other year

Sexual Harassment, Hostile Work Environment

Initial Training: Within 1 year of appointment

Title IX Training

Initial Training: Required – learningcenter.ucsc.edu

Clery Act

Initial Training: During orientation phase – learningcenter.ucsc.edu

Continued Professional Training (CPT) (P.O.S.T.)

Initial Training: 24 hours of P.O.S.T. certified training every two years

- o The two year cycle begins January 1 of the year following being added to the Department roster

Recertification: New cycle begins every 2 years

Basic Dispatcher Academy

Initial Training: During Orientation Phase

Communicable Disease (Health and Safety Code 17997.188)

Initial Training: Upon Assignment (8 CCR 5193)

Recertification: Annually (Policy 1016.1)

BUSINESS MANAGER

Standard Training Requirements

MANDATED TRAINING:

UC Santa Cruz Sexual Harassment Training (University Policy)

Initial Training: During Orientation Phase

Public Records Act

Initial Training: Within 1 year of appointment

Sexual Harassment, Hostile Work Environment

Initial Training: Within 1 year of appointment

Title IX Training

Initial Training: Required – learningcenter.ucsc.edu

Clery Act

Initial Training: During orientation phase – learningcenter.ucsc.edu

ADMINISTRATIVE COORDINATOR

Standard Training Requirements

MANDATED TRAINING:

UC Santa Cruz Sexual Harassment Training (University Policy)

Initial Training: During Orientation Phase

Public Records Act

Initial Training: Within 1 year of appointment

Sexual Harassment, Hostile Work Environment

Initial Training: Within 1 year of appointment

Title IX Training

Initial Training: Required – learningcenter.ucsc.edu

Clery Act

Initial Training: During orientation phase – learningcenter.ucsc.edu

Collateral Duties

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ARMORER

Standard Training Requirements:

MANDATED TRAINING:

AR-15 Armorer

Initial Training: Within 1 year of appointment

Recertification: Every 3 years

Glock Armorer

Initial Training: Within 1 year of appointment

Recertification: Every 3 years

ESSENTIAL TRAINING:

Remington 870 Armorer

Initial Training: Not required

DESIRABLE TRAINING:

BICYCLE PATROL

Standard Training Requirements:

MANDATED TRAINING:

Bicycle Patrol - Basic

Initial Training: Immediately after appointment

Recertification: Not Required

- POST training not required

ESSENTIAL TRAINING:

DESIRABLE TRAINING:

Bicycle Patrol - Advanced

Initial Training: Not required

Bicycle Patrol Instructor

Initial Training: Not required

Annual In-service training

Initial Training: Not required

Recertification: Semi-Annually

CHEMICAL AGENT INSTRUCTOR

Standard Training Requirements:

MANDATED TRAINING:

Chemical Agent Instructor – 80 hours

Initial Training: Within 1 year of appointment

ESSENTIAL TRAINING:

DESIRABLE TRAINING:

Grenadier Training

Initial Training: Not required

DEFENSIVE TACTICS INSTRUCTOR

Standard Training Requirements

MANDATED TRAINING:

Defensive Tactics Instructor – 80 hours

Initial Training: Within 1 year of appointment

ASP Instructor Training

Initial Training: Within 1 year of appointment

Baton/Impact Weapons

Initial Training: Not required

ESSENTIAL TRAINING:

Defensive Tactics Instructor Update

Initial Training: Every 3 years

Chemical Agents

Initial Training: Not required

DESIRABLE TRAINING:

Arrest and Control Tactics Instructor

Initial Training: Not required

Crowd Control

Initial Training: Not required

Ground Fighting

Initial Training: Not required

Instructor Development

Initial Training: Not required

DETECTIVE

Standard Training Requirements

MANDATED TRAINING:

Criminal Investigation ICI Core Course

Initial Training: Within 1 year of appointment

Field Evidence Technician

Initial Training: Within 2 years of appointment

Threat Management

Basic Terrorism Liaison Officer

Initial Training: Within one year of appointment

ESSENTIAL TRAINING:

Criminal Investigation ICI Specialty Course

Initial Training: Within 1 year of ICI core course

ICI Specialty courses include:

Identity Theft (ICI)

Initial Training: Not required

Robbery Investigation (ICI)

Initial Training: Not required

Domestic Violence (ICI)

Initial Training: Not required

Computer Crime (ICI)

Initial Training: Not required

Child Abuse Investigation (ICI) (PC13517)

Initial Training: Not required

Homicide Investigation (ICI)

Initial Training: Within 2 years of appointment

Crime Scene Investigations

Initial Training: Not required

Property and Evidence Management

Initial Training: Within 2 years of appointment

Interview and Interrogation

Initial Training: Within 1 year of appointment

Sexual Assault Investigation (PC 13516)

Initial Training: Not required

Internal Affairs Investigation

Initial Training: Not required

Officer Involved Shooting Investigation

Initial Training: Not required

Title IX Training

Initial Training: Required -- learningcenter.ucsc.edu

Intermediate Terrorism Officer

Initial Training: Not required

CLERY Act

Initial Training: Required – learningcenter.ucsc.edu

DESIRABLE TRAINING:

Cal-Gang Training

Initial Training: Not required

Basic Fingerprinting

Initial Training: Not required

Crime Scene and Forensic Photography

Initial Training: Not required

FIELD TRAINING OFFICER

Standard Training Requirements

MANDATED TRAINING:

Field Training Officer

Initial Training: Within 6 months of appointment, prior to 1st Trainee

Field Training Officer Update

Initial Training: Within 3 years of basic FTO Course

Recertification: 24 hours every 3 years

Sexual Harassment/Hostile Work Environment

Initial Training: Within 1 year of appointment

Recertification: Every 3 years

CIT / Mental Health Training (Senate Bill 29)

Initial Training: Within 6 months of appointment

Recertification: Every Two years

Threat Management

Initial Training: Not required

ESSENTIAL TRAINING:

DESIRABLE TRAINING:

Assertive Supervision

Initial Training: Not required

Interview and Interrogation

Initial Training: Not required

Legislative Legal Update

Initial Training: Not required

Recertification: Annually

P.O.S.T. Instructor Development

Initial Training: Not required

Report Writing for Instructors

Initial Training: Not required

Title IX Training

Initial Training: Required – learningcenter.ucsc.edu

Clery Act

Initial Training: Required – learningcenter.ucsc.edu

Trauma Informed Interview

Initial Training: Not required

FIREARMS INSTRUCTOR

Standard Training Requirements

MANDATED TRAINING:

Firearms Instructor

Initial Training: Within 1 year of appointment

Patrol Rifle Instructor

Initial Training: Within 1 year of appointment

ESSENTIAL TRAINING:

Firearms/Survival Shooting Instructor

Initial Training: Not required

Firearms Instructor Update

Initial Training: Within 3 years of basic instructor course

Instructor Development

Initial Training: Not required

Less Lethal Weapons Instructor

Initial Training: Within 1 year of appointment

Active Shooter Training

Annual

Threat Management Training

DESIRABLE TRAINING:

AR-15 Armorer School

Initial Training: Not required

Close Quarter Battle (CQB) Instructor

Initial Training: Not required

OFFICER IN CHARGE (OIC)

Standard Training Requirements

All training for Officer plus the following:

Supervisory Course (PAM 1005)

Initial Training: Within 1 year of appointment

Mental Health Training (Senate Bill 29)

Initial Training: Upon appointment

Recertification: Every Two Years

ESSENTIAL TRAINING:

Supervisory Leadership Institute (SLI)

Initial Training: After completion of 2 years of supervisory experience

Internal Affairs

Initial Training: Within 1 year of appointment

Officer Involved Shooting Investigations-Management/Supervision

Initial Training: Within 2 years of appointment

DESIRABLE TRAINING:

Assertive Supervision

Initial Training: Within 2 years of appointment

Crisis Intervention Team (CIT)

Initial Training: Not required

Law Enforcement Response to Terrorism (LERT) (on-line 1 hour)

Initial Training: Not required

Legislative Legal Update

Initial Training: Not required

Media Relations

Initial Training: Not required

Rapid Deployment Team (Active Shooter)

Initial Training: Not required

Report Writing for Instructors

Initial Training: Not required

MOTORCYCLE OFFICER

Standard Training Requirements

MANDATED TRAINING:

Basic Police Motorcycle Course – 80 hours

Initial Training: Prior to deployment as a motor officer

ESSENTIAL TRAINING:

Monthly In-House Qualification Courses – Slow Speed

Initial Training: Upon appointment

Recertification: Monthly

DESIRABLE TRAINING:

Off Road Motorcycle Course – 80 hours

Initial Training: Prior to deployment as a motor officer

<p>ADMINISTRATIVE/TRAINING SERGEANT</p>
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Standard Training Requirements

MANDATED TRAINING:

Background Investigator

Initial Training: Within 1 year of appointment

Training Manager

Initial Training: Within 1 year of appointment

ESSENTIAL TRAINING:

P.O.S.T. Course Coordinators Course

Initial Training: Within 1 year of appointment

Training Management System Software Training

Initial Training: Within 1 year of appointment

Criminal Investigation ICI Specialty Course

Initial Training: Within 1 year of ICI core course

ICI Specialty courses include:

Identity Theft (ICI)

Initial Training: Not required

Robbery Investigation (ICI)

Initial Training: Not required

Domestic Violence (ICI)

Initial Training: Not required

Computer Crime (ICI)

Initial Training: Not required

Child Abuse Investigation (ICI) (PC13517)

Initial Training: Not required

Homicide Investigation (ICI)

Initial Training: Within 2 years of appointment

Crime Scene Investigations

Initial Training: Not required

Property and Evidence Management

Initial Training: Within 2 years of appointment

Interview and Interrogation

Initial Training: Within 1 year of appointment

Sexual Assault Investigation (PC 13516)

Initial Training: Not required

Internal Affairs Investigation

Initial Training: Not required

Officer Involved Shooting Investigation

Initial Training: Not required

Title IX Training

Initial Training: Required – learningcenter.ucsc.edu

Intermediate Terrorism Officer

Initial Training: Not required

Clery Act

Initial Training: Required – learningcenter.ucsc.edu

DESIRABLE TRAINING:

Background Investigator Update

Initial Training: Within 3 years of appointment

Training Managers Meetings

Initial Training: Within 2 months of appointment

Recertification: Monthly

Pitchess Motion Update

Initial Training: Not required

TASER INSTRUCTOR

Standard Training Requirements

MANDATED TRAINING:

Taser Instructor

Initial Training: Immediately after appointment

Recertification: Every two years

ESSENTIAL TRAINING:

DESIRABLE TRAINING:
