

Lassen Community College Course Outline

AJ-65 Adult Corrections Officer Supplemental Core Course

4 Units

I. Catalog Description

This course (Supplemental to the Peace Officer Standards and Training (POST) Basic Academy) is designed for the adult corrections peace officer who has successfully completed the POST Basic Academy Course for law enforcement officers; completes this course after the POST Basic Academy; is employed primarily as a peace officer as defined in Penal Code Section 830.1; and, has been assigned by the administrator of a local corrections agency to perform the job responsibilities of an adult corrections officer. Course instructor signature required for enrollment. Material fees of \$50.00 per student collected at time of registration.

Prerequisites: Must be 18 years of age and have High School Diploma or GED; California Basic Law Enforcement Academy

Recommended Preparation: Successful completion of ENGL105 or equivalent multiple measures placement.

Does Not Transfer

73.5 hours lecture, 6.5 hours lab, 147 hours out of class, 227 total student learning hours

Scheduled: As Needed

II. Coding Information

Repeatability: None

Grading Option: Graded

Credit Type: Credit - Degree Applicable

TOP Code: 210500

III. Course Objectives

A. Course Student Learning Outcomes

Upon completion of this course the student will be able to:

1. Identify and demonstrate the major tasks and responsibilities of an adult correctional officer in a detention facility.
2. Identify and describe the overall mission of the adult correctional officer and its place in the California criminal justice system.

B. Course Objectives

Upon completion of this course the student will be able to:

1. Identify the importance of the Minimum Standards for Local Detention Facilities as defined in Title 15.
2. Given a description of a situation related to offender housing or care, and using Title 15 and case law as references, identify instances of mistreatment..
3. Identify the legal references and sources that impact the work of an officer (e.g., Title 15, Penal Code, WIC, case/statute/regulations).
4. Given a scenario, identify a situation where a duty to inform exists.
5. Identify typical classification issues related to gang membership.

6. Identify types of offender behaviors that can be prevented or mitigated through effective interpersonal communication.
7. Identify the purpose of a sally port.
8. Identify procedures for doing a numerical count.
9. Identify the primary considerations for conducting facility searches.
10. Identify security issues with offenders using an unauthorized telephone.
11. Identify requirements regarding the medical screening of incoming offenders, according to Title 15.
12. Identify the procedure for orienting incoming offenders, according to Title 15.
13. Identify the different types of releases.
14. Identify indicators that a staff member is being victimized.
15. Identify signs of potential disturbances.
16. Identify issues that may arise when supervising bathroom facilities and showers.
17. Identify Title 15 directives and case law relevant to offender exercise, recreation, fresh air and natural light exposure.
18. Identify requirements relating to cleanliness of cells or dorms, according to Title 15.
19. Define the key principles that underlie the use of progressive discipline.
20. Given a group activity, identify typical group dynamic issues.
21. Identify safety and security concerns when escorting offenders to and from locations within the facility.
22. Identify ability requirements and restrictions related to specific duty assignments (e.g., physical, mental, learning, etc).
23. Match symptoms with common medical conditions.
24. Identify circumstances where medical treatment cannot be refused.
25. Describe the purpose and intent of classification.
26. Identify special considerations related to gender identity issues (e.g., searches, urine testing, housing, etc.).
27. Identify the types of emergency situations that may occur in a detention/correction facility.
28. Define the term "privileged communication".
29. Define legal mail according to Title 15.
30. Identify the procedure for verifying the identity of an offender prior to transport.
31. Define evidence-based practices and why they are important.
32. Define zero tolerance as it applies to sexual assault, abuse and harassment.
33. Identify barriers to completing pat-down and/or strip searches.
34. Identify situations when the use of restraint devices may be appropriate, according to Title 15.
35. Identify key considerations that must be addressed in planning cell extractions.
36. Recognize recent trends in substance abuse.
37. Recognize signs and symptoms of those affected by trauma.
38. Recognize verbal de-escalation techniques through scenarios.
39. Identify Title 15 mandates that refer to the psychological treatment of offenders.
40. Identify the mandates around access to MHBI services.
41. Recognize high risk behaviors associated with suicide.
42. Identify common Behavioral Health terminology.
43. Recognize the potential consequences of improper monitoring of MHBI offenders.
44. Define signs of secondary and vicarious trauma (as it relates to staff).

IV. Course Content

- A. Introductions and Orientation
- B. California Criminal Justice System
 - 1. Title 15
 - 2. Legal Foundations and Liability & Confidentiality and Records
- C. Professionalism and Ethics
 - 1. Social Media
- D. Gangs
 - 1. Gang Overview and Gang Supervision
- E. Communication
 - 1. Interpersonal Communication and Effective Communication
- F. Maintaining Security
 - 1. Security and Key Control
 - 2. Counts
 - 3. Facility Searches
 - 4. Contraband and Evidence
- G. Booking, Receiving and Releasing
 - 1. Booking and Intake & Booking Procedures
 - 2. Orientation, Clothing & Supplies
 - 3. Releasing Offenders
- H. Supervising Offenders
 - 1. Manipulation of Staff
 - 2. Disturbances & Disputes
 - 3. Safety/Health Standards and Procedures
 - 4. Recreation
 - 5. Cleaning of Cells
 - 6. Progressive Discipline and Offender Grievances
 - 7. Group Dynamics
 - 8. Movement
 - 9. Offender Workers
- I. Medical
 - 1. Medical Issues and Universal Precautions
 - 2. Medical Legal Issues
- J. Classification of Offenders
 - 1. Classification of Offenders
- K. Cultural Awareness
 - 1. Gender Identity
- L. Report Writing and Record Keeping
 - 1. General Reports
- M. Emergency Procedures
 - 1. Emergency Planning
 - 2. Fire and Life Safety
- N. Visitation
- O. Screening and Distribution of Supplies and Mail
- P. Transportation
 - 1. Preparation for Transport
- Q. Programs
 - 1. Evidence Based Practices and Programs
- R. Assault and Abuse
 - 1. Sexual Assault and Abuse

- S. Defensive Tactics and Restraint Techniques
 - 1. Personal Searches
 - 2. Use of Restraints
 - 3. Cell Extractions
- T. Behavioral Health
 - 1. Signs and Symptoms of Substance Abuse
 - 2. Trauma
 - 3. Interventions and Resources
 - 4. Roles and Responsibilities
 - 5. Liability
 - 6. Suicide Prevention
 - 7. Foundation and Definitions: Signs and Symptoms
 - 8. Safety
 - 9. Emotional Survival

V. Assignments

A. Appropriate Readings

Required reading assignments to include applicable federal and state laws, Title 15 regulations, Supplemental Core Manual, as well as assigned handouts.

B. Expected Outside Assignments

The student will be required to examine, critique, and master critical areas of course topics. Assignments include, but not limited to, reviewing policy, procedures and applicable laws; reviewing and practicing new techniques and skills in a controlled environment; written essays, homework assignments, research projects and presentations.

C. Specific Assignments that Demonstrate Critical Thinking

The student will be required to complete assignments to include, but not limited to problem solving exercises, oral presentations, written assignments, group projects, written examinations, and/or, skills demonstrations.

VI. Methods of Evaluation

Traditional Classroom Instruction

Students will be evaluated on the accuracy and completeness of their knowledge, understanding, and application of appropriate codes, policies, and procedures through objective and subjective examinations/quizzes, projects, homework assignments, exercises and/or presentations. Students must complete with passing scores STC approved written tests and behavioral skills tests to receive STC certification from the course.

VII. Methods of Delivery

Check those delivery methods for which, this course has been separately approved by the Curriculum/Academic Standards Committee.

Traditional Classroom Delivery Correspondence Delivery

Hybrid Delivery Online Delivery

Traditional Classroom Instruction

Lecture, PowerPoint, and other media presentations, discussions, scenarios, guest speakers, defensive tactics exercises, and individual and group presentations.

VIII. Representative Texts and Supplies

1. California Penal Code, most recent edition, available free online in electronic format.
2. California Code of Regulations, Title 15, most recent edition, available free online in electronic format.
3. California Adult Corrections Officer Supplemental Core Manual, Revised January 2022, Instructor Provided
4. Appropriate gym attire for defensive tactics training.

IX. Discipline/s Assignment

Administration of Justice

X. Course Status

Current Status: Active

Course Originator: Thomas V. Downing

Original Approval Date: 11/7/2023

Board Approval Date: 12/12/2023

Chancellor's Office Approval Date: