

PALM BEACH GARDENS POLICE DEPARTMENT

TRAINING FOR SPECIALIZED ASSIGNMENTS

POLICY AND PROCEDURE 4.3.4.5

Effective Date :

07/22/94

Accreditation Standards:

CALEA 33.6.1 – 33.6.2
CFA

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CONTENTS:**1. Objectives****2. Specialized Assignments Requiring Training**

PURPOSE: To identify those sworn positions and specialized assignments within the department that by nature of their duties, require specialized training and expertise to accomplish the tasks of the position or assignment.

SCOPE: This policy and procedure applies to all supervisors and officers participating in a specialized assignment.

REVIEW RESPONSIBILITY: Training Division

POLICY: This department assumes the policy of utilizing specially trained members to perform special functions in meeting the department's law enforcement goals, objectives, and mission. Specialization in law enforcement has become necessary for the efficient delivery of certain police services and to reduce the agency's exposure to liability in other areas of operation. Providing basic training prior to, or immediately after, assignment to a specialized position creates greater job satisfaction for the member and greater effectiveness in service delivery.

1. OBJECTIVES

- a. Training for specialized assignments will be developed by the department and/or selected from outside sources to:
 - i. Develop or enhance the skills, knowledge, and abilities particular to the specialty.
 - ii. Include, if applicable, the management, administration, supervision, operations policies, and support services of the function or divisions.
 - iii. Include the performance standards of the particular assignment.
 - iv. Familiarize the members with the policies, procedures, rules and regulations specific to the assignment.
 - v. Provide supervised on-the-job training within the assignment(s).
- b. Specialized training will be conducted for those areas not requiring pre-training as soon as possible after the officer receives the assignment, preferably within thirty (30) days after assignment.

2. SPECIALIZED ASSIGNMENTS REQUIRING TRAINING

- a. Training is required for consideration for assignment to;
 - i. Field Training Officer
 1. CJSTC certified FTO course.
 2. Additional training after assignment (in-service training).
 - ii. Training unit (see policy 4.3.4.3)
- b. Training before consideration is desired, but not required, for consideration for assignment to:
 - i. Computer Voice Stress Analysis (CVSA) \ Polygraph operator

1. Interviews and interrogations
2. Accredited CVSA \ polygraph operator course
- ii. Motorcycle officer
 1. Defensive motorcycle operations course
 2. Recognized police motorcycle operation course
- iii. Accident investigator
 1. CJSTC or IPTM traffic accident investigations course
 2. Advanced or traffic homicide investigations course
- iv. Hostage negotiator
 1. Accredited hostage negotiator's course
- v. Detective
 1. Interviews and interrogations
 2. Advanced report writing
- vi. Tactical Crime Officer
 1. Narcotics identification
 2. Interviews and interrogations
 3. Confidential informants
- vii. Crime prevention officer
 1. Florida crime prevention training institute courses
- viii. Juvenile officer
 1. D.A.R.E. program
- ix. Public information officer
 1. Media relations course
 2. Public speaking course
- x. Crime scene investigator
 1. Specialized training will be provided to all crime scene investigations members to develop the following skills:
 - a. Recovery of latent and patent prints utilizing chemical and accepted methodology;
 - b. Fingerprint classification;
 - c. Recovery of foot and tire impressions;
 - d. Crime scene photography techniques;
 - e. Preparing crime scene sketches; and
 - f. Collection, preservation, identification and transmitting physical evidence, including biological and serological materials.
- c. Specialized training will be provided for the following areas after assignment due to the nature of the training and the duties of the assignment:
 - i. K-9 officer
 1. Florida certified standard K-9 certification course
 - ii. SWAT
 - iii. Intelligence officer/detective
 1. Intelligence course (gang, etc.)
 - iv. Tactical crime unit officer (agent)
 1. Officers assigned to this unit will be subject to appropriate training and readiness (tactical, S.W.A.T., etc.) exercises.
- d. Specialized training of civilian positions subject to supervised on-the-job training may include, but not be limited to: dispatchers, police aides, police service specialist, school crossing guards, and/or administrative assistants.

- e. Functions subject to specialized training shall include traffic, FTO, crime scene, detective, tactical crime unit, COP/DARE officer, etc.
- f. Classifications of officers and assignments not listed above may be subject to training requirements before, and/or after appointment when such training need is identified. Officers in such positions, or desiring such positions, will be made aware of the training requirements as soon as possible.
- g. These requirements are part of the career development path for the listed assignments. Other requirements may be present that must be fulfilled for consideration for the specialized assignment, and they will be listed in any announcements for such positions.

INDEX AS:

- SPECIALIZED TRAINING

RESPONSIBILITY INDEX

- CHIEF OF POLICE
- TRAINING UNIT
- OFFICERS

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APPROVED:



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