

Memorandum

JCY 6/11/14

To: John Yarborough, Training Operations Manager

From: Jim Crosland, Basic Training Coordinator

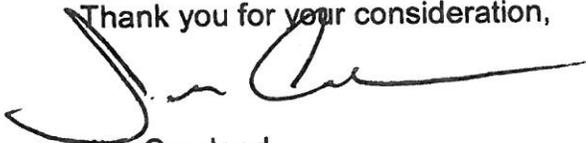
Date: June 11, 2014

RE: Instructor Recertifications

(JCY) 6/12/14 OK 6/13/14

During the course of several different administrations, changes were made to our instructor certifications and recertifications. Many of these changes were not documented and only enforced through word of mouth and common practices at the time. Certification, Basic Training, Advanced Training, and Standards met and discussed the current certifications and changes that could be made to streamline and track our current certifications in a more efficient and consistent manner. Once implemented, the changes would take effect starting September 1, 2014. The field would be well informed by email and posting on our website before the changes are made.

Thank you for your consideration,



Jim Crosland
Basic Training Coordinator

Field Training Officer (976) - No certification

Field Training Officer Manager (290) - Class I and II

Certification will only expire with BID or with Specific Skills Certification

Basic Instructor Development (783) - Class I and II

Officers will be required to instruct 36 hours every 3 years to maintain their certification. In addition, Basic Instructors must serve as a Guest Instructor for Practical Problems at the Academy for one week once every 3 years (If Driving or Firearms Instructors, BID certification can be renewed with those two instructor re-certifications).

Specific Skills Instructor (2166) – Class I and II

Officers must serve as a Guest Instructor for one week at the Academy once every 5 years.

Training Manager Development (89) - Class I and II

Certification will never expire

Driving Instructor (490) Class I

Must serve as a Driving Guest Instructor for one week at the Academy once every 3 years

Firearms Instructor (943) Class I

Must serve as a Firearms Guest Instructor for one week at the Academy once every 3 years

Patrol Rifle Instructor (114) Class I

Must be a firearms Instructor (Grandfather clause and waiver granted to agencies that are routinely using the officers as a Patrol Rifle Instructor from previous certification) Certification will be renewed with the Firearms Certification

Defensive Tactics Instructor (229) Class I and II

Attend the Defensive Tactics Recertification Course at the Academy every 3 years and complete their recertification requirements for BID or Specific Skills

Ground Defense Instructor (112) Class I and II

Attend the Ground Defense Instructor Recertification Course at the Academy every 3 years and complete their recertification requirements for BID or Specific Skills

OC Instructor (226) Class I and II

Attend the OC Instructor Recertification Course at the Academy every 3 years and complete their recertification requirements for BID or Specific Skills

Speed Measuring Device Instructor (256) Class I

Instruct 3 classes in a 3 year period or attend the 4-hour Instructor Recertification Course at the Academy once in a 3 year period and complete their recertification requirements for BID or Specific Skills

DUI Detection/ SFST Instructor (273)

Complete 2 Proficiencies in a 2 year period

DRE Instructor (19) Class I

DRE Instructor Recertification must teach in DRE School or Phoenix Field Certification Class once every two years. Instructors must perform Recertification Evaluations for other DRE Officers. Instructors must be up to date on DRE National Database and must have an updated rolling log. Instructors also must have taken 8 hours of continued education classes in the Drug or Impaired Driving Field or relevant area.