



DISPATCH

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BTOT TRAINING HANDBOOK

For
Telecommunicators
(Class 4 TCO)



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Part 1: Certification & Registration

Certification & Registration Contacts

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Hiring Process

The hiring process for Telecommunicators begins with an Acadis Check. Acadis Checks results can provide valuable information regarding training requirements and eligibility.

Acadis Check Request

The Acadis Check form can be found by going to our website: sccja.sc.gov

Click on the General Information tab, Select the Forms option, scroll down to the section titled "Certification/Compliance". The form is titled "[ACADIS/Employment Check](#)".

Please allow 3-5 business days to receive an emailed response, after you have submitted the request.

Acadis Check Response

You will receive an email from the Certification Unit in response to your Acadis Check request. The responses will vary based on the candidate.

Information you will receive after completing the form:

- Academy ID number (if they have one: please put this on the PCS of Hire)
- Which Certification they currently hold (if any)
- All agencies that they have been employed with
- Training History
- If they had a break in service and what is needed to get their certification back
- If there is anything in their record that would not allow them to carry a certification (such as a misconduct)

[Our Acadis Check/Employment Check does not substitute for the background check you must do within your department.](#)



ACADIS / Background Check

As part of a background investigation, I am requesting an ACADIS/Background check on the following individual:

PLEASE NOTE: An Acadis Background Check is REQUIRED prior to submitting a PCS of Hire Form

Individual's Information

Requesting Agency *

Certification Requested *

Name *

To the best of your knowledge, has the individual been employed as a law enforcement officer in the state of South Carolina? *

Yes No

Date of Birth *

Last 4 of Social Security Number *

Academy ID

Last 4 of Social Security Number

(If Applicable)

Maiden / Alias Full Name

(If Applicable)

Maiden / Alias Full Name 2

(If Applicable)

Requesting Agency Information

By entering my name below, I attest that I am an official representative of the requesting agency:

Background Investigator Name *

Background Investigator Position/Rank

Background Investigator Academy ID Number

(If Applicable)

Background Investigator Email *

Please allow 3-5 business days for a response.

Submit

Save

Hiring Process

Background Investigation (R.37-063 & R.37-064)

E-911 agencies must complete a background investigation for **ALL candidates** they hire.

As part of this background investigation, a Criminal History check must be completed, through NCIC, using purpose code J. The Criminal History check must be completed **within 90 days** of the date of hire. The Criminal History check must conclude that the candidate has not been convicted of any criminal offense that is a felony, or any criminal offense that carries a sentence of one year or more, or of any criminal offense that involves moral turpitude. Plea of guilty, plea of no contest, or admission of guilt (regardless of withheld adjudication) is considered the equivalent of a conviction.

Candidates should be run through IADLEST's National Decertification Index (NDI). Contact IADLEST.org if your agency does not have access to NDI and would like information on how to request access.

A credit check must be run for all candidates and the results must be favorable. Candidates for telecommunications employment, may not be in default of any National Direct Student Loan, a National Defense Student Loan, a Guaranteed-Federally Insured Student Loan, a Nursing Student Loan, a Health Professions Student Loan or a Law Enforcement Educational Loan (59-111-50).

All applicants must show successful completion of high school and have received a high school diploma, equivalency certificate (military or other) recognized and accepted by the SC Department of Education.

All applicant's must have evidence that their present age is not less than 18 years.

Upon completion of the background investigation, it must be in the opinion of the agency, that the candidate is of good character and has not engaged in misconduct as defined in R.37-063.

Hiring Process

PCS of Hire: 911/Telecommunications

Agency Information

Today's Date *
6/5/2025

Agency *
Hiring Agency Name

Agency Email *
[Empty Field]

Agency Phone Number *
(111) 222-3333

Applicant Information

Date of Hire *
01/01/2020

CONFIRM Date of Hire *
01/01/2020

Applicants First Name *
[Empty Field]

Applicants Middle Name *
DO NOT ABBREVIATE
Full Name, no abbreviation. If no middle name use NMN.

Applicants Last Name *
[Empty Field]

Suffix
Jr., II, III, etc.

Maiden / Alias Full Name (IF APPLICABLE)
First Middle Last

Date of Birth *
01/01/2000

Last 4 of SSN *
8888

Type of Employment *
 Full Time Part Time

Gender *
 Male Female

Race *
[Empty Field]

Does this person have an Academy ID? *
 Yes No

Please upload a clear .pdf copy of the Applicant's Driver's License or Photo ID with name. *
Upload or drag files here.

Affiants Information Who Conducted Background Investigation

By entering my name below, I hereby attest that I have conducted a complete background investigation on the above 911 operator. My background investigation concluded that the above 911 operator does not have any conviction for any criminal offense that carries a possible sentence of more than one year or a crime of moral turpitude and I, hereby, make application for 911 certification.

Authorized Signature for Affiant (Background Investigator) *
Please type in First and Last Name

Background Investigator Academy ID# *
XXXX-XXXX

Background Investigator Phone Number *
[Empty Field]

Per 37-073 - Denial of Telecommunications Operator Certification for Misconduct, we are requiring agencies submit an ACADIS/Employment Check before Hire to ensure the applicant is eligible for certification. [ACADIS Employment Check](#)

Please upload the email response from certification of the ACADIS/Employment Check completed on the applicant: *
Upload or drag files here.

PERSONALLY appeared before me, the above named, who first being duly sworn, deposes and says that affiant hereby attests that affiant has conducted a complete background investigation on the above individual. Affiant's background investigation concluded that this individual is of "Good Character" and does not have any disqualifications which would render the individual uncertifiable under the South Carolina Code of Regulations Section 37-063, 37-064, 37-073, 37-074, and I hereby make application for certification. Affiant's background investigation concluded that the applicant for certification:

1) Has not been convicted of any criminal offense that carries a sentence of one year or more, a felony, or of any criminal offense that involves moral turpitude. Forfeiture of bond, a guilty plea, or a plea of nolo contendere is considered the equivalent of a conviction.

Date Criminal History Completed *
01/01/2020

Upon Completion of Background Investigation please respond appropriately. *
[Empty Field]

Authorization

By entering my name below, I, as an official representative of the appointing agency, do submit to the Criminal Justice Academy, the above named appointee as a candidate for training/certification. The candidate meets or exceeds each of the minimum standards for employment and this Agency has properly conducted the required employment procedures as established by the South Carolina Criminal Justice Academy as required by the Code of Laws of South Carolina, 1976, Chapter 23 Training for Law Enforcement Officers and Regulations Chapter 37. I acknowledge that any omission, falsification or misrepresentation of information or procedures, by either the candidate or this Agency, through the employment and/or certification process may result in certification being denied, suspended or revoked by the South Carolina Criminal Justice Academy.

Authorized Signature for Department Electronic Signature *
Please type in First and Last Name

Authorized Signature for Department Academy ID# *
XXXX-XXXX

The Hire form MUST be completed within 3 business days of hiring your candidate.

The PCS forms can be found by going to our website: sccja.sc.gov

Click on the General Information tab, Select the Forms option, scroll down to the box titled "Basic Telecommunications Officer Training" and select "[Basic Telecommunication Operator Hire Form](#)".

Every agency who requests operator's certification shall conduct a background investigation; concluding that the candidate is of good character and has not engaged in misconduct.

A Criminal History check must be completed, through NCIC, purpose code J. The Criminal History must be completed within 90 days of the date of hire. The Criminal History check must conclude that the candidate "has not been convicted of any criminal offense that is a felony, or any criminal offense that carries a sentence of one year or more, or of any criminal offense that involves moral turpitude. Forfeiture of bond, a guilty plea, or a plea of nolo contendere is considered the equivalent of a conviction".

We will not be able to accept any forms with errors. Please verify that all information is correct before submitting.

Submitting forms with errors can cause errors in the individual's personnel records and/or a delay in processing.

Some common problems we see are:

- Applicant Name does not match Academy ID given
- Applicant has an Academy ID, but "No" is chosen on the hire form

Please allow 3-5 business days for Certification to process the PCS of Hire.

Internal Transfers

Internal transfers can only be completed for Operators switching between Full-Time and Part-Time employment within the **SAME agency/department**.

We will not be able to accept any forms with errors.

Please verify that all information is correct before submitting. **Submitting forms with errors can cause errors in the individual's personnel records and/or a delay in processing.**

When completing the internal transfer form, an updated criminal history check and credit check must be run for the operator at the time of transfer.

The Internal Transfer Form can be found on the Academy's website on the Forms page under the "Certification/Compliance" section. The form is titled "[Internal Transfer Form](#)".

Please allow 3-5 business days for Certification to process this form.

ATTENTION: This form is to be used **ONLY** when the agency name within Acadis is identical and classification of officer is the only change

Example:

Candidate is currently a Class 1 with Mayberry PD and is transferring to Reserve status with Mayberry PD. (YES, the agency names in Acadis are identical as can be seen above - an Internal Transfer Form is applicable)

Candidate is currently a Class 2 with Mayberry Co. Sheriff's Office Detention Center and is moving into a Class 1 capacity with Mayberry Co. Sheriff's Office. (NO, agency must submit a Routine Separation under the detention center and a PCS of Hire under the sheriff's office. See above that the agency names ARE NOT identical)

If you are unsure if you are completing the correct form, please email Cert@scja.sc.gov or call 803-896-7805.

Have you read and understand the field above? *

Agency Information

Agency *

Agency PoC Email *

Agency PoC Phone *

Officer Information

Name *

Academy ID *

Home Address *

Certification Information

Present Certification *

BTOT Employment

Requested Certification *

BTOT Employment

Effective Date of Change in Certification (Separation / Rehire) *

ATTENTION:

In order to ensure eligibility for certification pursuant to 23-23-60 of the SC Training Act, you must run an updated criminal history check, a driving record check and a credit check for this candidate.

Date Criminal History was Completed *

Date Driving Record Check was Completed

Results of Updated Criminal History Check *

Investigator Comments

If Criminal Record is selected, please list the offense, statute/code of the offense, and a clear disposition of the charge(s)

Please upload the signed attestation form in the area provided below. To access the form, go to <https://scja.sc.gov/general-information/forms> or click [HERE](#).

Upload the signed copy of the candidates hire attestation form below

Prior to uploading, please review the above statement

Is this Requested Certification Class 1, Class 1 LECO, Class 3 Advanced, Class 3 SLECO Armed or Reserve? *

Yes No

Not Certified person will have control or direction of members of the public or will be exercising the power of arrest *

Yes No

Checkbox *

I understand that for non-certified applicants that will have control or direction of the public or be exercising the power of arrest, I must submit to the SCCJA Certification Unit a Firearms Verification Form within three (3) days of submission of this form AND I understand that all non-certified applicants must be in the physical presence of a certified officer.

Reading Comprehension and Psychological Exam

Psychological Exam required for newly hired Class 1, Class 1 LECO, as of January 1, 2018, and Class 3 Advanced and Reserve, as of September 1, 2021

Date Reading Comprehension Test Administered

Date of Psychological Evaluation

Name

Authorization

By entering my name below, I, as an official representative of the appointing agency, do submit to the Criminal Justice Academy, the above named appointee as a candidate for training/certification. The candidate meets or exceeds each of the minimum standards for employment and this Agency has properly conducted the required employment procedures as established by the South Carolina Criminal Justice Academy as required by the Code of Laws of South Carolina, 1976, Chapter 23 Training for Law Enforcement Officers and Regulations Chapter 37. I acknowledge that any omission, falsification or misrepresentation of information or procedures, by either the candidate or this Agency, through the employment and/or certification process may result in certification being denied, suspended or revoked by the South Carolina Criminal Justice Academy.

Authorized Signature for Department (Full Name) *

Authorized Signature for Department Academy ID *

Basic Telecommunication Operator Training Application

Where is the Application?

The Training and Certification Application form can be found by going to our website: sccja.sc.gov

Click on the General Information tab, Select the Forms option, scroll down to the box titled "Basic Telecommunications Officer Training (BTOT)". The form is titled "[Basic Telecommunication Operator Training Application](#)".

When must an application be completed?

The Basic Telecommunication Operator Training Application must be completed for all uncertified operators. This includes previously certified operators with a break in service of more than 1 year and certified operators from out of state.

Parts of the Application

In the application, you attest that a Background Investigation has been completed. This Background Check includes a Driver's License Check, Credit Check, and a Criminal Background Check. The Criminal Background Check is completed using NCIC purpose code J. You also attest that all documents, required by Regulation, have been reviewed and will be maintained by your agency.

Defaulted Student Loans

§ 59-111-50. Persons defaulting on certain student loans precluded from employment by State.

No person who has willfully defaulted on a National Direct Student Loan, a National Defense Student Loan, a Guaranteed-Federally Insured Student Loan, a Nursing Student Loan, a Health Professions Student Loan or a Law Enforcement Educational Loan shall now or hereafter be employed by the State or any of its departments, agencies or subdivisions until all defaults are cured and loan payments made current; provided, however, that if such person and his lender voluntarily enter into an agreement after default under which terms the debt will be repaid and the lender confirms this agreement in writing with the state agency, department or subdivision, the loan shall not be considered in default and the default shall be considered as cured so long as the person complies with the terms of the agreement.

Basic Telecommunication Operator Training Application

The Basic Telecommunication Operator Training Application must be submitted for all individuals who require training.

Please ensure that all the boxes are filled out with correct information. We will not be able to accept any forms with errors. Please verify that all information is correct before submitting. **Submitting forms with errors can cause errors in the individual's personnel records and/or a delay in processing.**

Some common problems we see are:

- Training is assigned before registration is completed
- Incorrect document is uploaded in place of the Candidate Attestation form
- Incorrect FEMA 100 ICS Form uploaded
- Agency address, email, and phone number are given instead of the applicant's personal information

When completing the Basic Telecommunication Operator Application and Document Attestation form, please insure that you include the applicant's Academy ID number.

You will also be required to upload a PDF copy of the following:

- Candidate Attestation Form
- FEMA 100 ICS Form

After entering in the Agency's information, you will indicate whether your candidate will be presented to SCCJA for BTOT training or if they will be completing an equivalency program.

Candidates attending SCCJA for a BTOT class will have a course assigned to the applicant upon completion of the registration process.

Candidates completing an approved equivalency program, will need to have an equivalency request submitted to the Standards and Testing Unit for review.

Please note that training may NOT be assigned to any personnel if they have not been registered through the Academy.



Basic Telecommunication Operator Training Application and Document Attestation

For Class 4 (Basic Telecommunication Operator Certification Only)

Date Submitted
3/27/2025

Employing Agency *

Agency or Training Officer Email * Training Officer Phone Number *

Candidate is employed: * Candidate will:
Full Time Be Presented for Training. Please assign a BTOT class: v

If you prefer a certain class date, please put it here:

Candidate Information

Applicants First Name *	Applicants Middle Name *	Applicants Last Name *	Suffix
			Jr., II, v

No abbreviation allowed - if no middle name put NNN

Work Email Address *	Personal Email Address *	Applicant Academy ID (if Assigned)
		####-####

Americans with Disabilities Act (AADA)
The South Carolina Criminal Justice Academy (Academy) provides reasonable accommodations in accordance with the Americans with Disabilities Act (AADA) for individuals with documented disabilities who demonstrate a need for accommodation, when such accommodations can be provided without compromising the Academy's training or certification standards.

Does your candidate require Special Testing Accommodations? *

Special Food Accommodations Request
The South Carolina Criminal Justice Academy Cafeteria does provide food accommodations for medical and religious purposes. Please complete the Special Food Accommodations Request Form and send it with the student to Registration if needed.

[Directions for Food Accommodations Request.pdf \(sc.gov\)](#)
[Application for Accommodations.pdf \(sc.gov\)](#)

Verification of Background Investigation
(Driver's Record, Credit Check, Criminal Record Check) Applicants must list any and all criminal charges regardless of the date of offense and the disposition (dismissal, not guilty, not processed). Do not include minor traffic offenses, but specifically include DUI, DWI, Driving While License Revoked/Suspended, Speeding to Elude Arrest, or Duty to Stop in Event of Accident. If you list a charge(s), please ensure that the In-State and Interstate Criminal History Check shows Final Disposition for each charge(s).

Upon Completion of Background Investigation please select the appropriate answer. *

Upload a Copy of the FEMA ICS 100 * Upload a copy of the Registration Attestation Form *
Upload or drag files here. Upload or drag files here.
Candidate-Attestation-20240529-Fillable.pdf (sc.gov)

Printed Name of Agency Head or Authorized Representative that has Completed this Application *

Agency Head or Authorized Representative Title * Agency Head or Authorized Representative Academy ID # *

Separation Process

Routine Separations (Do NOT involve misconduct)

The Routine Separation form can be found by going to our website: sccja.sc.gov

Click on the General Information tab, Select the Forms option, scroll down to the second box titled "Certification/Compliance". The form is titled "[Routine Separations](#)".

SCCJA requires agencies to submit a separation form within 15 days of the separation date.

A **Routine Separation** is defined as:

- Voluntary (the telecommunicator resigned or accepted employment with another LE agency)
- Retired
- Deceased
- Medical Leave
- Military Leave
- Discharged/Fired

There is an "other" box that can be used to indicate the nature of the separation that DOES NOT include misconduct. **Please utilize this box if the separation is a TERMINATION.**

Please ensure that the address that is being put on this form is the telecommunicator's information.

We will not be able to accept any forms with errors. Please verify that all information is correct before submitting. **Submitting forms with errors can cause errors in the individual's personnel records and/or a delay in processing.**

Please allow 3-5 business days for Certification to process this form.



PCS: Routine Separation

Agency Information

Agency *

Agency Email *

Agency Phone Number *

(111) 222-3333

Officer Information

Name *

Academy ID *

Certification Type *

Address *

South Carolina

Zip Code

Separation Information

(For all separations NOT involving misconduct as defined in S.C. Reg. 37-025)

You must submit MRN (Mandatory Retraining Notification) information below indicating in-service training received since last renewal.

PLEASE NOTE:

"Date of Separation" and "CONFIRM Date of Separation" MUST MATCH

Date of Separation *

CONFIRM Date of Separation *

Separation Action *

Reason(s) for Separation

Resigned/Voluntary

Resigned/Voluntary-Under Internal Investigation

Retired

Deceased

Accepted employment with another Law Enforcement Agency

Medical Leave not job related

Medical Leave on job injury

Failure to successfully complete basic training

Failure to successfully complete in-service training

Termination for violation of AGENCY policy NOT involving misconduct as defined in S.C. Reg. 37-025 (i.e., sub-standard performance, excessive absenteeism, sleeping on duty, etc)

Military Leave

Other

There is a pending criminal investigation on this officer *

Yes No

There are pending criminal charges on this officer *

Yes No

Separation Process

Separations Due to Misconduct

The Separation Due to Misconduct form can be found by going to our website: sccja.sc.gov

Click on the General Information tab, Select the Forms option, scroll down to the second box titled "Certification/Compliance". The form is titled "[Separation Due to Misconduct](#)".

SCCJA requires agencies to submit a Separation Due to Misconduct form **within 15 days of the discovery** of any event of misconduct which is determined to be "FOUNDED" by the agency or department. The Misconduct Report Form, Separation Supplement, and all documentation related to the misconduct must be forwarded to the Criminal Justice Academy's Certification Unit.

For any separation involving misconduct, as defined in Regulation 37-073 & 37-074, completion of this form is **REQUIRED**.

The form must have one of the 8 reasons for misconduct separations (listed to the right) for it to be accepted by the SCCJA.

Please be detailed when describing the misconduct behavior.

Separations Due to Misconduct must be signed off on by the Agency Head or their Designee.

Nature of the Misconduct can be one (or more) of the following:

- A conviction, plea of guilty, pleas of no contest or admission of guilt to a felony, a crime punishable by a sentence of more than one year, regardless of the sentence actually imposed, or a crime of moral turpitude, any of which were committed in this State or any other jurisdiction;
- The unlawful use of a controlled substance;
- Violations of criminal law resulting from administrative inquiries;
- Willfully making false, misleading, incomplete, deceitful, or incorrect statements to a law enforcement officer, a law enforcement agency, or a representative of the agency, except when required by departmental policy or by the laws of this State;
- Willfully making false, misleading, incomplete, deceitful, or incorrect statements to any court of competent jurisdiction, or their staff members, whether under oath or not;
- Willfully providing false, misleading, incomplete, deceitful, or incorrect information on a document, record, report, or form, except when required by departmental policy or by the laws of this State;
- The falsification of any application for certification and training based upon which the officer was admitted for training;
- Providing false information to the Criminal Justice Academy

Name Changes

Requests can be emailed to cert@sccja.sc.gov

In the case that an operator has a name change, please send us an email with the attached court documentation signed by the judge and/or a copy of the Driver's License with the new name.

If the operator's email address has also been updated, please provide that information along with the name change documents.

It is helpful to include the Academy ID of the officer whose name is being changed to ensure that we are updating the information for the correct person.

Please allow 3-5 business days for Certification to process these requests.

Extended Leave

In the case that an operator must take an extended leave of absence (over 30 days), please contact the Certification Unit to get information regarding necessary steps and/or paperwork.

Extended leave will be evaluated on an individual/case-by-case basis.

Operator's who receive Military Orders for leave, must be separated from the agency using "Military" as the reason. Upon return, the agency must submit a DD214 detailing the Operator's leave and return dates. Please reach out to certification regarding any military leave and we will let you know of any additional information/training that is needed.

Agency Point of Contact Changes

01. New Agency Head

If your Agency Head has had a change in regime we will need a letter on agency letter head declaring the changes. This must be signed by the Agency Head, Mayor, or Town Administrator.

Requests can be emailed to cert@sccja.sc.gov

02. Training Staff Changes

If there is a change in training staff, please complete the Agency Point of Contact and/or Training Officer Access Update form found on the Academy's website. The form can be found on the "Forms" page under the Certification/Compliance box.

Please note that if an existing training officer leaves your agency and you complete a separation on them, you will need to indicate that they were a point of contact on the separation form.

We will need the following information from the newly added regime or training staff:

- Operator's Full Name and Academy ID
- Current Phone Number
- Current Email Address
- Current Role, as assigned (i.e. training officer, reserve liaison, sheriff, chief, training staff, etc)
- Permissions to be granted through Acadis (primary point of contact, agency point of contact, training officer access, and/or training officer access to suborganization)

Please allow 3-5 business days for Certification to process these requests.



Part 2: Certification Courses

Basic Telecommunications Equivalency Contacts

Courtney Finley

EQUIVALENCIES

(803) 896-7956

BCFINLEY@SCCJA.SC.GOV

Hannah Shimmel

EQUIVALENCIES

(803) 896-7012

HSHIMMEL@SCCJA.SC.GOV

Basic Telecommunication (BTOT)

Course Overview

The mission of the Basic Telecommunications Officer Training program is to provide an instructional program that is designed to expedite and maximize the safe and efficient public safety response to the emergency needs of the community.

Our BTOT course recently underwent an overhaul thanks to our fantastic instructors, who gathered information from the field and our students to design the new program.

Training Timeline

The Basic Telecommunications Officer training program is currently a 36.75-hour program, 1 week in duration.

Course Schedule

The Basic Telecommunications Officer training program schedule can be found in the current Master Training Schedule catalog. To locate the Training Schedule, visit the Academy's website at sccja.sc.gov/training/ then select the appropriate Training Schedule link.

Highlights

CJA's BTOT Course includes the following training topics:

- Creation and Implementation of 911 Systems
- State and Federal Legislation
- Telecommunication Operations
- Receiving Calls Involving Individuals Experiencing Mental Illness & Developmental Disorders
- Suicide Intervention
- EMS Operations
- Special Operations
- Law Enforcement Operations
- Domestic Violence, Harassment, & Stalking
- Dealing with Calls Involving Children
- Fire Service Operations
- Crisis Communications
- Stress Management

CJA's BTOT course utilizes guest speakers with expertise in active shooter and suicide intervention to enhance the in-classroom training experience. One guest speaker invited to CJA's BTOT course highlights his time as an officer and a dispatcher and shares his first-hand experience with the Sandy Hook school shooting.



“ We encounter individuals on some of their worst days & being able to provide the help & comfort makes it worth it. Brandie used real world examples to explain situations to their full extent.



“ The guest speakers were amazing and deserve a 10/10.



“ Ms. Brandie was phenomenal, very open minded & encourageable. Enjoyed this course with her. 10/10 Highly Recommend.



“ The class was amazing & I learned a lot and understand better how to talk to people.



Certification Equivalencies

Approved Providers

- Association of Public-Safety Communications Officials (APCO)
 - International Academies of Emergency Dispatch (IAED)
 - Total Response (previously PowerPhone)
-

Equivalency Requirements

- Candidate must complete an approved training program from an approved provider
 - Candidate must obtain a certificate indicating successful completion
 - Certification date can not be more than 2 years from the date of request
 - If requesting an equivalency through an approved recertification program, the original certificate must be submitted as well as the recertification certificate
 - Candidate must complete FEMA ICS 100 training
 - Candidate must complete the registration process through CJA
 - Registration application can not be more than 1 year old
-

Equivalency Request Form

The equivalency request form can be found on the “Forms” page of the Academy’s website in the “Basic Telecommunications Officer Training (BTOT)” section.

Agency must provide the following:

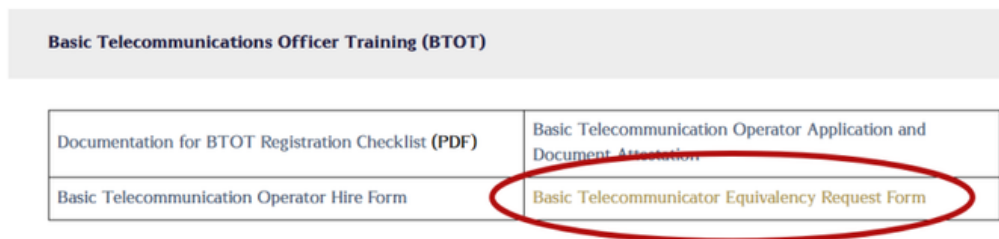
- Agency Name & Agency Point of Contact
- Candidate Name & Academy ID
- Registration Application Confirmation
- Type of Approved Training Completed
- Date of Approved Training Completion
- Certification of Completion from an Approved Training Program
 - Recertification Certificate if requesting equivalency through an approved recertification program

Certification Equivalencies

To request an equivalency, navigate to the Academy's website at <https://sccja.sc.gov> and click on "Forms".



Scroll down to the section titled "Basic Telecommunications Officer Training (BTOT)" and click "Basic Telecommunicator Equivalency Request Form".



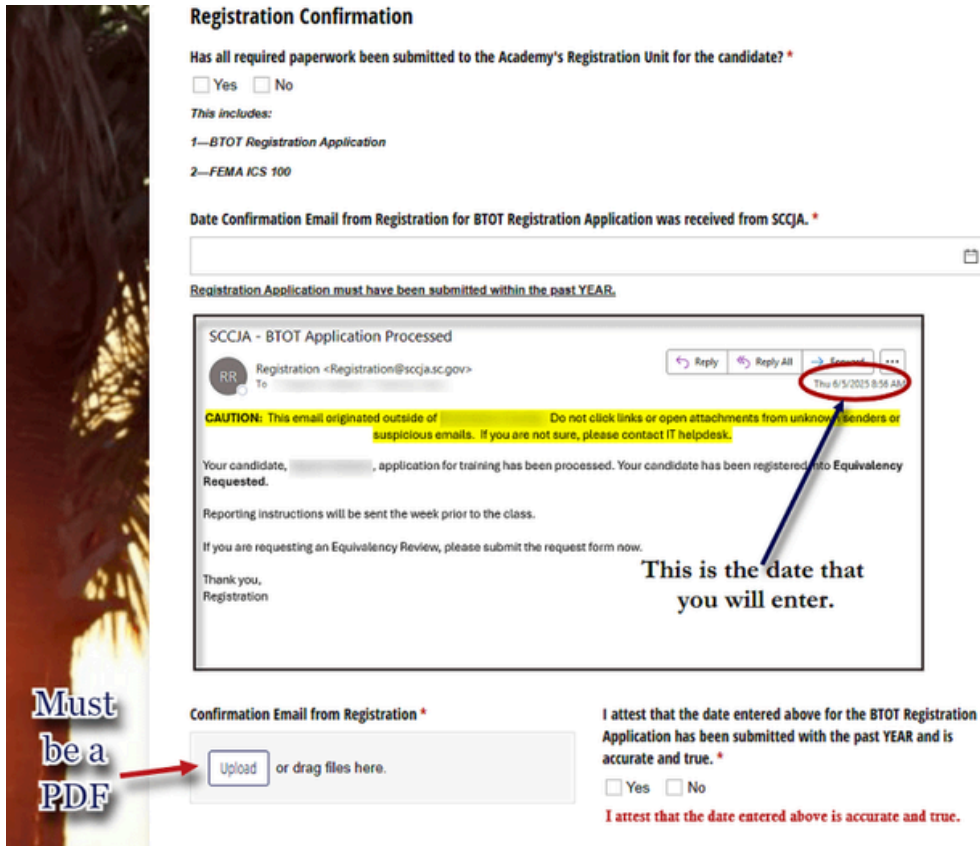
Insert the Agency and Candidate information into the form. This is where the Agency Point of Contact will enter their Name, Email, Agency Name, Candidate Name, and Academy ID. Please be aware that the Candidate's Name must be their LEGAL name. We can not accept nick-names.

Person Submitting Request

Candidate can NOT submit their own Equivalency Review

Certification Equivalencies

To complete the request, please make sure that the BTOT Registration Application & FEMA ICS 100 have been submitted. Enter the date that you received the confirmation email with the submit **SCCJA-BTOT Application Processed** from **Registration <Registration@sccja.sc.gov>**. Please ensure that the date of registration is not more than 1 year from the date of the request for equivalency.



Registration Confirmation

Has all required paperwork been submitted to the Academy's Registration Unit for the candidate? *

Yes No

This includes:

1--BTOT Registration Application

2--FEMA ICS 100

Date Confirmation Email from Registration for BTOT Registration Application was received from SCCJA. *

Registration Application must have been submitted within the past YEAR.

SCCJA - BTOT Application Processed

Registration <Registration@sccja.sc.gov>

Thu 6/5/2015 8:56 AM

CAUTION: This email originated outside of Do not click links or open attachments from unknown senders or suspicious emails. If you are not sure, please contact IT helpdesk.

Your candidate, application for training has been processed. Your candidate has been registered into Equivalency Requested.

Reporting instructions will be sent the week prior to the class.

If you are requesting an Equivalency Review, please submit the request form now.

Thank you,
Registration

This is the date that you will enter.

Confirmation Email from Registration *

Upload or drag files here.

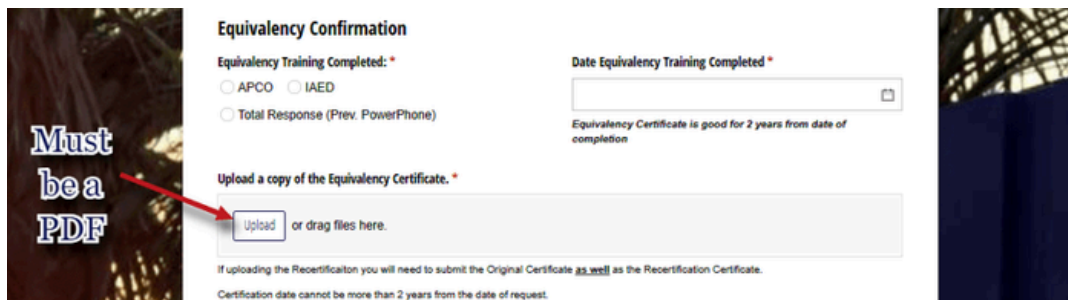
I attest that the date entered above for the BTOT Registration Application has been submitted with the past YEAR and is accurate and true. *

Yes No

I attest that the date entered above is accurate and true.

Must be a PDF

Select the Equivalency Training that was completed. Enter the date that the training was completed, as indicated on the certificate. Finally, attach the certificate.



Equivalency Confirmation

Equivalency Training Completed: *

APCO IAED

Total Response (Prev. PowerPhone)

Date Equivalency Training Completed *

Equivalency Certificate is good for 2 years from date of completion

Upload a copy of the Equivalency Certificate. *

Upload or drag files here.

If uploading the Reoertification you will need to submit the Original Certificate as well as the Reoertification Certificate.

Certification date cannot be more than 2 years from the date of request.

Must be a PDF

Certification Equivalencies

Examples of Certificates from the approved institutional providers are included below. Please ensure that the Candidate's Legal Name is on the certificate and that the date of certification is no more than 2 years from the date of the request for equivalency. If the name on the Certificate does not match the name in Acadis, we will not be able to accept the Certificate.



You will then attest the date of training entered for the Equivalency Certificate is accurate and true.


I attest that the date entered above for the Equivalency Certificate submitted is accurate and true. *

Yes No

I attest that the date entered above is accurate and true.

Certification Equivalencies

Once you submit the BTOT Equivalency Request, you have the option to save the application. Please allow 5 business days (excluding weekends & holidays) for the request to be reviewed.

 **Basic Telecommunicator Equivalency Request Form (NEW)**

Thank you for filling out the form. Your response has been recorded. Please allow 5 business days for processing.

Basic Telecommunicator Equivalency Request Form (NEW) - 413

Today's Date
6/19/2025

Agency Point of Contact Name
[Redacted]

Agency Point of Contact Email
[Redacted]

Agency Name
[Redacted]

Candidate Name
[Redacted]

Right-click to save Equivalency Request.

If approved, the Agency Point of Contact will receive an email with the attached approval letter. The candidate's Acadis profile will be updated to reflect "TCO" as employment type.

TO: [Redacted] **Training Officers Name**

FROM: MAJ. LAUREN FENNELL
ASHTON COOPER

RE: BASIC TELECOMMUNICATIONS OFFICER EQUIVALENCY

DATE: JUNE 23, 2025

The appropriate individuals at the Academy have reviewed your request regarding equivalency for Basic Telecommunications for [Redacted] (ID# [Redacted]). It was decided that the completion of [Redacted] training met the equivalency of the Academy's **Basic Telecommunications** certification.

Equivalency Certificate

I will inform the Certification section here at the Academy of the **Basic Telecommunications certification** so they can note this in the training file. Please keep a copy of this memo in the departmental training file as well. If you have any questions regarding this decision, feel free to call me at 803-896-7746.



Part 3: T-CPR Requirement

T-CPR Requirement

Title 23 - Law Enforcement and Public Safety
CHAPTER 23
Law Enforcement Training Council and Criminal Justice Academy

SECTION 23-23-10. Purpose; definitions.

(A) In order to ensure the public safety and general welfare of the people of this State, and to promote equity for all segments of society, a program of training for law enforcement officers and other persons employed in the criminal justice system in this State is hereby proclaimed and this chapter must be interpreted to achieve these purposes principally through the establishment of minimum and advance standards in law enforcement selection and training.

(B) It is the intent of this chapter to encourage all law enforcement officers, departments, and agencies within this State to adopt standards which are higher than the minimum standards implemented pursuant to this chapter, and these minimum standards may not be considered sufficient or adequate in cases where higher standards have been adopted or proposed. Nothing in this chapter may be construed to preclude an employing agency from establishing qualifications and standards for hiring or training law enforcement officers which exceed the minimum standards set by the Law Enforcement Training Council, hereinafter created, nor, unless specifically stated, may anything in this chapter be construed to affect any sheriff, or other law enforcement officer elected under the provisions of the Constitution of this State.

(C) It is the intent of the General Assembly in creating a facility and a governing council to maximize training opportunities for law enforcement officers and criminal justice personnel, to coordinate training, and to set standards for the law enforcement and criminal justice service, all of which are imperative to upgrading law enforcement to professional status.

(D) Upon the signature of the Governor, all functions, duties, responsibilities, accounts, and authority statutorily exercised by the South Carolina Criminal Justice Academy Division of the Department of Public Safety are transferred to and devolved upon the South Carolina Criminal Justice Academy.

(E) As contained in this chapter:

(1) "Law enforcement officer" means an appointed officer or employee hired by and regularly on the payroll of the State or any of its political subdivisions, who is granted statutory authority to enforce all or some of the criminal, traffic, and penal laws of the State and who possesses, with respect to those laws, the power to effect arrests for offenses committed or alleged to have been committed.

(2) "Council" means the South Carolina Law Enforcement Training Council created by this chapter.

(3) "Academy" means the South Carolina Criminal Justice Academy created by this chapter.

(4) "Director" means the Director of the South Carolina Criminal Justice Academy.

(5) "T-CPR" means telecommunicator cardiopulmonary resuscitation, which is the dispatcher-assisted delivery of cardiopulmonary resuscitation (CPR) instruction by trained emergency call takers or public safety dispatchers to callers or bystanders for events requiring CPR, such as out-of-hospital cardiac arrest (OHCA).

T-CPR Requirement

HISTORY: 2006 Act No. 317, Section 1, eff May 30, 2006; 2008 Act No. 335, Section 12, eff June 16, 2008; 2014 Act No. 225 (H.3958), Section 1, eff June 2, 2014; 2024 Act No. 179 (H.4867), Section 2, eff May 20, 2024.

The 2008 amendment, in subsection (D), substituted "Criminal Justice Academy" for "Law Enforcement Training Council".

2014 Act No. 225, Section 1, in subsection (A), substituted "ensure" for "insure"; in subsection (B), substituted "Law Enforcement Training Council" for "council" in the last sentence; and in subsection (E), inserted "South Carolina" in paragraph (2), added paragraphs (3) and (4), and made other nonsubstantive changes.

2024 Act No. 179, Section 2, in (E), added (5), relating to the definition of "T-CPR".

SECTION 23-23-45.911 telecommunicators training.

(A) Beginning January 1, 2025, all 911 telecommunicators that provide dispatch for emergency medical conditions shall be required to be trained, utilizing the most current nationally recognized cardiovascular care guidelines, in high-quality T-CPR. The instruction shall incorporate recognition protocols for out-of-hospital cardiac arrest (OHCA), compression-only CPR instruction for callers, and continuous education which must be completed on an annual basis.

(B) All agencies within this State employing 911 telecommunicators that provide dispatch for emergency medical conditions shall be responsible for providing the instruction specified in subsection (A).

(C) The South Carolina Criminal Justice Academy shall establish a procedure for monitoring adherence by telecommunicators and their employing agencies to the requirements set forth in subsection (A) and penalizing agencies for noncompliance, as described in Section 23-23-100.

(D) Neither telecommunicators that provide dispatch for emergency medical conditions who have completed the training specified in subsection (A) nor the State or the agency, political subdivision, or governmental entity employing such telecommunicators shall be liable for any civil damages for any personal injury arising from the provision of CPR instructions to 911 callers except acts or omissions amounting to gross negligence, recklessness, or wilful, wanton, or intentional misconduct. Any civil cause of action for damages arising from the provision of T-CPR instructions and brought against the State, an agency, a political subdivision, or a governmental entity and its employee acting within the scope of his official duty must be brought pursuant to the South Carolina Tort Claims Act, Chapter 78, Title 15.

HISTORY: 2024 Act No. 179 (H.4867), Section 1, eff May 20, 2024.

T-CPR Certification Request through the Acadis Portal

The Certification Request for the T-CPR Qualification must be completed annually by the employing agency by following the steps located on the following pages.

Please contact a Missy Collins with any questions.

Submitting a T-CPR Certification Request

To access the TCPR certification application, log into your Acadis portal and click on "Workforce" and then "Personnel". A list of all personnel for your agency will appear. Choose the Operator's name and once on the Operator's profile, scroll down to where you see "Applications".

Certification	Requested Action	Application Date	Re
---------------	------------------	------------------	----

On the right-hand side of the application section, click "Request Certification".

Incomplete	Progress	Status
------------	----------	--------

Once you select "Request Certification", a pop-up box will open, and you will choose "Telephone CPR Training" from the Certification drop-down menu. The issue date will be the date the Telecommunicator completed the training and should be reflected on the certificate. Once all fields are completed, click "Continue".

Request Certification
Submit a new request for personnel certification.

Recipient: Barrie, Jim

* Certification: Telephone CPR Training

* Issue Date: 1/3/2025

Applicant: Collins, Missy

* Required Information

Cancel Continue

The next screen to appear will be the Telecommunicator's contact information. Please update if needed by clicking "Update Recipient Information" and then click "Continue".

The guidelines will tell you to Upload the T-CPR Certificate. Click "Continue".

Submitting a T-CPR Certification Request

Under Requirements, you will upload the certificate. Click “Update” on the right-hand side.

The Privacy Act of 1974 may apply to this form. [Additional Details](#)

REQUIREMENTS
Please acknowledge the fulfillment of the following requirements. To acknowledge or document the fulfillment of a requirement, click the corresponding “Update” link.

Requirement	Type	Fulfilled Date	Status	
Telephone CPR Training	Document		Unfulfilled	Update

[Delete Request](#) | [Finish Later](#) | [Back](#) | [Continue](#)

A pop-up window will appear. For “Description”, please type “TCPR Certificate YYYYMMDD” with the date the certificate was issued.

You will then click “Choose File” to upload the certificate.

Then click “Attach”.

Attach Document(s)
Select an existing document or upload a new one.

<input checked="" type="checkbox"/> * Description	* File	Uploaded
No unattached documents exist		
<input checked="" type="checkbox"/> TCPR Certificate 20241220	Choose File T-CPR Certification Smith.pdf	

This document contains one or more Social Security Numbers and should be restricted.

[Attach another document](#)
[Cancel](#) [Attach](#)

In the Fulfillment Section, choose the button next to “The Requirement has been met or exceeded”, then click “Save”.

FULFILLMENT

I want to finish later
 The requirement has been met or exceeded (requires information above)
 Request waiver (requires clarifying comments above)

* Required Information

[Cancel](#) [Save](#)

Submitting a T-CPR Certification Request

The Requirements will now show that the status is “Fulfilled”. Click “Continue”.

REQUIREMENTS

Please acknowledge the fulfillment of the following requirements. To acknowledge or document the fulfillment of a requirement, click the corresponding “Update” link.

Requirement	Type	Fulfilled Date	Status	
Telephone CPR Training	Document	01/03/2025 by Collins, Missy	Fulfilled	Update

[Delete Request](#) | [Finish Later](#) | [Back](#) [Continue](#)

You will then affirm that the requirements have been met for SC 23-23-45 and that the recipient has not been charged with or convicted of a criminal offense. Click “Submit” when completed.

Affirmation

The Privacy Act of 1974 may apply to this form. [Additional Details](#)

- Personal Information
- Guidelines
- Requirements
- Affirmation

APPLICANT AFFIRMATION

I affirm that the attached document meets the requirements of SC 23-23-45 for T CPR Training

All requirements for this certification or license have been met, and the applicant attests that the above statements are true

Not all requirements for this certification or license have been met by the recipient

CRIMINAL OFFENSE DECLARATION

The recipient has NOT been charged with or convicted of a criminal offense*

The recipient has been charged with or convicted of a criminal offense*

* excluding minor traffic violations and criminal offenses expunged by a court

A pop-up window will open stating that the application has been “Selected for Audit”. This confirms that you have submitted the request. You can close the window.

A member of our team will review the submission and if all documentation is correct, we will issue the T-CPR Qualification to the Telecommunicator.

Please note, submission of this certification request is required annually.



Part 4: Crimes of Moral Turpitude

Crimes of Moral Turpitude

TO: File
THROUGH: Gwendolyn S. Green; Assistant General Counsel
FROM: Jack W. Hammack, Jr., Law Clerk
RE: Crimes of Moral Turpitude

DATE: March 29, 2000

This list is not exhaustive. For any applicant with a criminal record, consult your agency's legal counsel.

Definition:

"Moral turpitude" has been defined as: "... an act of baseness, vileness, or depravity in the private and social duties which a man owes to his fellow man, or to society in general, contrary to the accepted and customary rule of right and duty between man and man ..." State v. Horton, 248 S.E.2d 263 (S.C. 1978); see also, State v. Morris, 345 S.E.2d 477 (S.C.1986); State v. Drakeford, 350 S.E.2d 391 (S.C. 1986); State v. Yates, 310 S.E.2d 805 (S.C. 1982).

Crimes which have been declared crimes of moral turpitude by S.C. Courts or Attorney General Opinions:

Accepting Bribes for the Dismissal of Charges (32)
Accessory to Bank Robbery (5)
Accommodation Sale of MDA (21)
Arson (15)(34)
Assault With Intent to Ravish/Rape (6)
Assault and Battery with Intent to Kill (14)(29)
Auto Theft (8)
Breaking Into Vehicle with Intent to Steal (20)
Burning an Untenanted or Unoccupied Building (§ 16-11-560) (34)
Conspiracy to Distribute Marijuana (16)
Conspiracy to Import Marijuana (28)
Criminal Sexual Conduct (any degree) (11) (32)
Criminal Sexual Conduct with a Minor (any degree) (17)
Distribution of Cocaine (16)
Distribution of Marijuana (16) Failure to File Tax Returns (40)
Forgery (13)
Fraudulent Check (25)
Grand Larceny (2)(10)
Hit and Run Driving (12)
Housebreaking (2) (10) (13)
Indecent Exposure (39)
Kidnapping (38)
Larceny (2) (3) (4)
Lewd and Lascivious Conduct with Children (9)
Making Illegal Whiskey (1)
Malicious Destruction of Personal Property (23)
Manufacture of Marijuana (19)
Misconduct in Office (§ 8-1-80) (31)
Obtaining Money Under False Pretenses (7)
Peeping Tom (22)
Possession of Cocaine (26)

Crimes of Moral Turpitude

Memorandum
File – Crimes of Moral Turpitude
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Possession of Heroin (27)
Possession of Marijuana with Intent to Distribute (18) (19) (33)
Receiving Stolen Goods (8)
Resisting Arrest (§ 16-9-320(2)) (30)
Robbery (3)
Trafficking in Marijuana (Including the Conspiracy to Import) (28)
Use of Official Position for Financial Gain (35)
Willfully Burning the Lands of Another (36)

Crimes which may be crimes of moral turpitude depending on the facts of the particular case:

Assault and Battery of a High and Aggravated Nature (37)
Failure to Yield Right of Way (24)

Discussion:

Crimes of moral turpitude have been those that involve an element of fraud, dishonest behavior, or a breach of one's duty to society. (12) However, the rulings in Major (26) and Gibson (27) involve conduct which is self-destructive and therefore a departure from prior law. For guidance purposes, the above list of crimes, as well as others, which involve fraud and sexual crimes or offenses (37), are certainly crimes of moral turpitude.

1. Gantt v. Columbia Coca-Cola Bottling Co., 29 S.E.2d 488 (S.C. 1944)
2. State v. Van Williams, 46 S.E.2d 665 (S.C. 1948) 3.
3. State v. Com, 54 S.E.2d 559 (S.C. 1949)
4. State v. Reggen, 52 S.E.2d 708 (S.C. 1949)
5. State v. Gregg, 95 S.E.2d 255 (S.C. 1956)
6. State v. Chasteen, 97 S.E.2d 517 (S.C. 195-7) 7.
7. Daniel v. Hazel, 131 S.E.2d260 (S.C. 1963)
8. State v. Millings, 145 S.E.2d 422 (S.C. 1965)
9. In re McDonald, 239 S.E.2d 83 (S.C. 1977) 10.
10. State v. Vaughn, 232 S.E.2d 328 (S.C. 1977) 11.
11. State v. Lee, 237 S.E.2d 768 (S.C. 1977)
12. State v. Horton, 248 S.E.2d 263 (S.C. 1978)
13. State v. Johnson, 248 S.E.2d 313 (S.C. 1978)
14. Jamison v. Howard, 271 S.E.2d 116 (S.C. 1980)
15. State v. Yates, 310 S.E.2d 805 (S.C. 1982)
16. In Matter of Ramsev, 301 S.E.2d 470 (S.C. 1983)
17. State v. McFarlane, 306 S.E.2d 611 (S.C. 1983)
18. State v. Lilly, 299 S.E.2d 329 (S.C. 1983)
19. State v. Drakeford, 350 S.E.2d 391 (S.C. 1986)
20. Rouse v. McCrory, 353 S.E.2d 130 (S.C. 1986)
21. Porter v. State, 348 S.E.2d 172 (S.C. 1986)
22. State v. Harris, 358 S.E.2d 713 (S.C. 1987)
23. State v. Ball, 354 S.E. 2d 906 (S.C. 1987)
24. State v. Perry, 364 S.E.2d 201 (S.C. 1988)

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25. State v. Harrison, 380 S.E.2d 818 (S.C. 1989)
26. State v. Major, 391 S.E.2d 235 (S.C. 1990)
27. In Matter of Gibson, 393 S.E.2d 184 (S.C. 1990)
28. Green v. Hewett, 407 S.E.2d 651 (S.C. 1991)
29. Horton v. State, 411 S.E.2d 223 (S.C. 1991)
30. State v. Hall, 411 S.E.2d 441 (S.C. App. 1991)
31. In Matter of Mendenhall, 447 S.E.2d 858 (S.C. 1994)
32. In Matter of Roberts, 503 S.E. 2d 160 (S.C. 1998)
33. Merritt v. Grant, 328 S.E.2d 346 (S.C. App. 1985)
34. Attorney General Opinion, January 23, 1991
35. Attorney General Opinion, March 20, 1992, OS 4475
36. Attorney General Opinion, July 16, 1992
37. Attorney General Opinion, April 19, 1994
38. Attorney General Opinion, February 9, 1995
39. Attorney General Opinion, January 27, 1998
40. Attorney General Opinion, February 3, 1998

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MORAL TURPITUDE

Accessory to Bank Robbery

State v. Gregg, 230 S.C. 222, 95 S.E.2d 255 (1956)
See S.C. Ann. 16-1-40 (accessory)

Accommodation sale of MDA (methylenedioxy amphetamine/controlled substance)

Porter v. State, 290 S.C. 38, 348 S.E.2d 172 (1986),
S.C. Ann. 44-53-190(d)(l)

Agriculture, false statement of agriculture form

Op. Att'y Gen. March 6, 1990
June 13, 1989
December 18, 1975

Arson

State v. Perry, 294 S.C. 311, 364 S.E.2d 201 (1988)
State v. Yates, 280 S.C. 29, 310 S.E.2d 805 (1982)
Op. Att'y Gen. January 23, 1991 (S.C. Ann. 16-11-560)
July 16, 1992
S.C. Ann. 16-11-110

Assault and battery, high and aggravated nature (ABHAN)

State v. Bailey, 275 S.C. 444, 272 S.E.2d 439 (1980)
ABRAN **depends** on circumstances (would be crime of moral turpitude if ABRAN conviction resulted as a lesser included offense from an indictment of criminal sexual conduct or ABIK)
State v. Hall, 306 S.C. 293, 411 S.E.2d 441 (1991)
Op. Att'y Gen. April 19, 1994
Common Law

Assault and battery with intent to kill

State v. Spinks, 260 S.C. 404, 196 S.E.2d 313 (1973)
Assault w/intent to kill (Common Law)
Horton v. State, 306 S.C. 252, 411 S.E.2d 223 (1991)
Jamison v. Howard, 275 S.C. 344, 271 S.E.2d 116 (1980)
Op. Att'y Gen. March 18, 1983
October 27, 1981
December 29, 1980
S.C. Ann. 16-3-620

Assault with intent to rape

State v. Jones, 271 S.C. 287, 247 S.E.2d 3 (1978)
See S.C. Ann. 16-3-656 (assault with intent to commit criminal sexual conduct)

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Assault with intent to commit criminal sexual conduct

Op. Att'y Gen. April 19, 1994
November 22, 1985
October 29, 1981
S.C. Ann. 16-3-656

Attempted Robbery

Op. Att'y Gen. March 18, 1983
S.C. Ann. 16-11-330 (with a deadly weapon)
16-11-325 (Common Law robbery)
16-1-80 (attempted)

Auto theft

State v. Millings, 247 S.C. 52, 145 S.E.2d 422 (1965)
See S.C. Ann 16-3-1075 (carjacking)

Bank Robbery, accessory to

State v. Gregg, 230 S.C. 222, 95 S.E.2d 255 (1956)
18 U.S.C.A 3 (defines accessory)

Breach of trust with fraudulent intent

In Re Derrick, 301 S.C. 367, 392 S.E.2d 180 (1990)
In Re Sipes, 377 S.E.2d 574, 297 S.C. 531 (1989)
Op. Att'y Gen. March 18, 1983
November 24, 1980
S.C. Ann. 16-13-230
Code of Professional Responsibility

Breaking into a Vehicle with Intent to Steal

Rouse v. McCrory, 291 S.C. 218, 353 S.E.2d 130 (1986)
S.C. Ann. 16-13-160 and 16-11-320 (similar to housebreaking) - repealed by 1985 Act
No. 159 §4 eff. June 20, 1985

Bribe, law enforcement officer accept

Op. Att'y Gen. September 19, 1979
September 18, 1979
S.C. Ann. 16-9-220 and 57-1-40

Bribery

Op. Att'y Gen. July 26, 1983
S.C. Ann. 7-25-50 (votes), 16-9-280, 16-17-540, 16-17-550 (athletes/officials), see above

Bribing a Tax Auditor

See Bribing an Official S.C. Ann. 16-9-210 (executive, legislative, or judicial)
18 U.S.C.A 201

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Burning lands of another, willful

S.C. Ann. 16-11-150, 16-11-170
Op. Att'y Gen. July 16, 1992

Burning Untenanted or unoccupied (unfinished) building

S.C. Ann. 16-11-560
Op. Att'y Gen. January 23, 1991
July 16, 1992

Cocaine possession with intent to distribute

Porter v. State, 290 S.C. 38, 348 S.E.2d 172 (1986) (controlled substance)
In Re Moseley, 302 S.C. 429, 396 S.E.2d 830 (1990)
S.C. Ann. 44-53-375

Cocaine/marijuana, trafficking in:

In re Moseley, 302 S.C. 429, 396 S.E.2d 830 (1990)
Green v. Hewett, 305 S.C. 238, 407 S.E.2d 651 (1991)
S.C. Ann. 44-53-370

Cocaine, simple possession

State v. Major, 301 S.C. 181, 391 S.E.2d 235 (1990) (overruling State v. Ball, 292 S.C. 71, 354 S.E.2d 906 (1987))
In re Moseley, 302 S.C. 429, 396 S.E.2d 830 (1990)
S.C. Ann. 44-53-375

Cocaine and crack cocaine, attempting to possess

Op. Att'y Gen. June 25, 1991
S.C. Ann. 44-53-375

Conspiracy to Accept Bribes

Op. Att'y Gen. March 22, 1978
See S.C. Ann. 16-9-210 & 16-9-220 (officers), and 16-17-410 (conspiracy)

Conspiracy to commit offense involving moral turpitude (fraud, deceit, misrepresentation)

Op. Att'y Gen. March 11, 1988
March 18, 1983
S.C. Ann. 44-53-420
See Conspiracy S.C. Ann. 25-7-60

Conspiracy to commit offenses against the United States using mail to defraud persons and to obstruct justice

Op. Att'y Gen. July 1, 1981
February 5, 1981
May 28, 1976
18 U.S.C.A 371

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Conspiracy to Distribute Marijuana and Cocaine

In Matter of Ramsey, 279 S.C. 29, 301 S.E.2d 470 (1983)
See S.C. Ann. 44-53-370

Conspiracy to Import Marijuana

Green v. Hewett, 305 S.C. 238, 407 S.E.2d 651 (1991)
21 U.S.C. 963 (conspiracy)
See S.C. Ann. 44-53-170(e)

Contempt of court due to attempted jury tampering

Op. Att'y Gen. January 24, 1983
March 2, 1982
S.C. Ann. 14-1-150

Controlled substances, conspiracy to distribute

Op. Att'y Gen. April 24, 1981
March 18, 1983
December 16, 1981
S.C. Ann. 44-53-370
21 U.S.C. 812 & 841(a)(1) - manufacture, distribution, dispensing, controlled substance

Controlled substance, possession with intent to distribute

State v. Lilly, 278 S.C. 499, 299 S.E.2d 329 (1983) (marijuana)
Op. Att'y Gen. December 16, 1981 (conspiracy to possess w/ intent to distribute)
S.C. Ann. 44-53-370

Controlled substance, sale of

Porter v. State, 290 S.C. 38, 348 S.E.2d 172 (1986)
S.C. Ann. 44-5-3-370

Crack Cocaine, attempted possession

Op. Att'y Gen. June 25, 1991
S.C. Ann. 44-53-370, 44-53-375 and 44-53-110 (Definitions)

Crack Cocaine, simple possession

Op. Att'y Gen. June 25, 1991
May 8, 1990
S.C. Ann. 44-53-375

Criminal Sexual conduct with a minor in any degree

State v. McFarlane, 279 S.C. 327, 306 S.E.2d 611 (1983)
Op. Att'y Gen. April 19, 1994
November 22, 1985
March 18, 1983
October 29, 1981
S.C. Ann. 16-3-655 (16-3-652, 16-3-653, 16-3-654)

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Drugs (more detail under alphabetical listings)

Cocaine, simple possession of

State v. Major, 301 S.C. 181, 391 S.E.2d 235 (1990)

Cocaine and crack cocaine, attempting to possess

Op. Att’y Gen June 25, 1921

Controlled substances, conspiracy to distribute

21 U.S.C.812 & 841(a)(1)

Controlled substance, sale of

Porter v. State, 290 S.C: 38, 348 S.E.2d 172 (1986)

Controlled substance, simple possession

State v. Lilly, 278 S.C. 499, 299 S.E.2d 329 (1983)

Marijuana, manufacture of

State v. Drakeford, 290 S.C. 338, 350 S.E.2d 391 (1986)

Marijuana, possession of with intent to distribute

State v. Lilly, 278 S.C. 499, 299 S.E.2d 329 (1983)

Narcotics, sale of

Merritt v. Grant, 285 S.C. 150, 328 S.E.2d 346 (Ct. App. 1985)

Embezzlement

Op. Att’y Gen. June 6, 1973

July 23, 1981

May 27, 1983

May 28, 1976

March 18, 1983 (of public funds)

S.C. Ann. 16-3-210

Extortion

Op. Att’y Gen. March 22, 1984

December 19, 1973

Common Law

See S.C. Ann. 16-17-640 (Blackmail)

18 U.S.C. 1951

Failure to remit employee withholding taxes

Lyons v. Butler, 288 S.C. 498, 343 S.E.2d 630 (1986)

26 U.S.C.A 6672

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Failing to file Income tax returns

Op. Att'y Gen. February 3, 1998
S.C. Ann. 12-6-5520 (corporations), 12-54-40 repealed by 1999 Act No. 114 §4.S eff. June 30,1999

False Pretenses, conspiracy to obtain money under

Daniel v. Hazel, 242 S.C. 443, 131 S.E.2d 260 (1963)
S.C. Ann. 16-13-260 and 16-13-240

False pretenses, obtaining property

Op. Att'y Gen. Mach 11, 1974
S.C. Ann. 16-13-240 and 16-13-260

False Statement, filing on a federally insured financial institution with respect to a loan application

Op. Att'y Gen. June 13, 1989
March 6, 1990
18 U.S.C. 1014

False Statement or concealing material facts on title or vehicle registration

Op. Att'y Gen. March 6, 1990
June 13, 1989
March 11, 1988
S.C. Ann. 56-19-240 and 16-21-10

False Statement, making

Op. Att'y Gen. August 31, 1990
March 6, 1990
June 13, 1989
March 11, 1988
18 U.S.C. 1001 (Op. Att'y Gen. April 3, 1979)

False Statement overvaluing any security

Op. Att'y Gen. April 30, 1982-
S.C. Ann. 8-13-220 repealed by 1991 Act No. 248 § 3 eff. January 1, 1992
15 U.S.C. 714(m)(a)

False Statement to obtain unemployment benefits

Op. Att'y Gen. August 31, 1990
March 6, 1990
June 13, 1989
March 11, 1988
S.C. Ann. 41-41-10

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False statement on tax forms

Op. Att'y Gen. October 25, 1978
S.C. Ann. 12-29-630 repealed by 1995 Act No. 60 eff. August 1, 1995
26 U.S.C. 7206(1)

Firearm, pointing and presenting a

S.C. Ann. 16-23-410

Fixing of bids; dishonest and corrupt

Op. Att'y Gen. September 14, 1995
S.C. Ann. 11-35-1525 and 8-13-720

Forgery

State v. Johnson, 271 S.C. 485, 248 S.E.2d 313 (1978)
S.C. Ann. 16-13-10

Fraud through use of the United States mail

In the Matter of Parker, 313 S.C. 47, 437 S.E.2d 37 (1993)
18 U.S. C. 1341

Fraudulent check, utterings of

State V. Harrison, 298 S.C. 333, 380 S.E.2d 818 (S.C. 1989)
S.C. Ann. 34-11-60

Furnishings false property tax receipts

Op. Att'y Gen. August 31, 1990
S.C. Ann. 12-54-40(b)(6)(d) - repealed by 1999 Act No. 114 §4.S, eff. June 30, 1999

Heroin

S.C. Ann. 44-53-370

Hit and Run

State v. Horton, 271 S.C. 413, 248 S.E.2d 263 (1978)
Op. Att'y Gen. February 1, 1980
See S.C. Ann. 56-l-720 (point system)

Housebreaking

State v. Yates, 280 S.C. 29, 310 S.E.2d 805 (1982)
State v. Johnson, 271 S.C. 485, 248 S.E.2d 313 (1978)
State v. Van Williams, 212 S.C. 110, 46 S.E.2d 665 (1948)
S.C. Ann. 16-11-320

Housebreaking and Grand Larceny

State v. Vaughn, 268 S.C. 119, 232 S.E.2d 328 (1977)
State v. Van Williams, 212 S.C. 110, 46 S.E.2d 665 (1948)
S.C. Ann. 16-11-320 (housebreaking)- repealed and 16-13-30 (grand larceny)

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Illegal drugs, sale distribution of

Merritt v. Grant, 285 S.C. 150, 328 S.E.2d 346 (Ct. App. 1985)
Porter V. State, 290 S.C. 38, 348 S.E.2d 172 (1986)
S.C. Ann. 44-53-370

Income tax evasion

Op. Att'y Gen. February 18, 1969 (federal)
S.C. Ann. 12-54-155

Indecent exposure with intent to sexually arouse

Op. Att'y Gen. January 27, 1998
S.C. Ann. 16-15-130

Jury tampering - look at specific grounds

Op. Att'y Gen. January 14, 1983
March 2, 1982
March 18, 1983
S.C. Ann. 16-9-260

Jury, grand attempted tampering

Op. Att'y Gen. January 24, 1983
S.C. Ann. 16-9-350 (attempted jury tampering)

Kidnaping

Op. Att'y Gen. February 15, 1995
February 9, 1995
S.C. Ann. 16-3-910 and 16-3-920 (conspiracy to commit)

Knowingly distribute drugs

Op. Att'y Gen. July 17, 1979
S.C. Ann. 44-53-370
See S.C. Ann. 44-54 et seq. For Drug Dealer Liability Act
21 U.S.C. 841(a)(1)

Larceny

Lyons v. Butler, 288 S.C. 498, 343 S.E.2d 630 (1986)" ·
State v. Yates, 280 S.C. 29,310 S.E.2d 805 (1982) ·
State v. Vaughn, 268 S.C. 119, 232 S.E.2d 328 (1977)
State v. Van Williams, 212 S.C. 11,0,46 S.E.2d 665 (1948)
State v. Corn, 215 S.C. 166, 54 S.E.2d 559 (1949)
State v. Reggen, 214 S.C. 370, 52 S.E.2d 708 (1949)
State v. Spinks, 260 S.C. 404, 196 S.E.2d 313 (1973)
S.C. Ann. 16-13-30 and 16-1-57

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Larceny, Conversion of property

Op. Att’y Gen. April 30, 1982
15 U.S.C. 714(m)(c)

Larceny, Grand

State v. Yates, 280 S.C. 29, 310 S.E.2d 805 (1982)
State v. Van Williams, 212 S.C. 110, 46 S.E.2d 665 (1948)
S.C. Ann. 16-13-30

Larceny, Petit

State v. Hall, 306 S.C. 293, 411 S.E.2d 411 (1991)

Law enforcement officer taking or accepting a bribe

S.C. Ann. 16-9-220

Lewd act upon a child

In re McDonald, 269 S.C. 598, 239 S.E.2d 83 (1977)
Op. Att’y Gen. April 19, 1994
November 22, 1985
October 29, 1981
S.C. Ann. 16-15-140 and 23-3-430

Mail fraud

Op. Att’y Gen. January 1, 1981
January 13, 1979
18 U.S.C.A 1341

Mail in aid of a felony

Op. Att’y Gen. July 17, 1979
21 U.S.C. 843(b)

Making (Manufacture) Illegal Whisky, illicit distilling of liquor to defraud federal government of tax imposed

Gantt v. Columbia Coca-Cola Bottling Co., 204 S.C. 374, 29 S.E.2d 488 (1944)

Making a Knowing Misstatement of Facts

Op. Att’y Gen. March 6, 1990

Malicious Destruction of Personal Property/Malicious willful and unlawful of destruction of natural property

State v. Perry, 294 S.C. 311, 364 S.E.2d 201 (1988)
Op. Att’y Gen. July 16, 1992
S.C. Ann. 16-11-510 and 16-1-57

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Manufacture of Marijuana

Green v. Hewett, 305 S.C. 238, 407 S.E.2d 65f(1991)
State v. Drakeford, 290 S.C. 338, 350 S.E.2d 391 (1986)
S.C. Ann. 44-53-110 and 44-53 370

Misapplication of mortgage proceeds

In re Pride, 276 S.C. 363, 278 S.E. 2d 774 (1981)
S.C. Ann. 31-13-200

Misconduct in Office

In Matter of Mendenhall, 316 S.C. 196, 447 S.E.2d 858 (1994)
Op. Att'y Gen. March 7, 1980
S.C. Ann. 8-1-80
See S.C. Ann. 16-11 320 and 16-13-160

Mistreatment of a Child (sexual exploitation of a minor, contributing to the delinquency of a minor, sexual conduct with a minor, molestation of a child, and child abuse)

Op. Att'y Gen. April 30, 1991
S.C. Ann. 20-7-60 repealed by 1996 Act. No. 450 §2.2 eff. January 1, 1997

Motor vehicle, breaking into with intent to steal

Rouse v. McCrory, 291 S.C. 218, 353 S.E.2d 130 (1986)
See S.C. Ann. 16-13-160 and 16-3-1075 (carjacking)

Murder

State v. Hyman, 276 S.C. 559, 281 S.E.2d 209 (1981)
S.C. Ann. 16-3-10

Murder, solicitation to commit

Whitehead v. State, 308 S.C. 119, 417 S.E.2d 529 (1991)
S.C. Ann. 25-1-2905

Narcotics, Sale of

Merritt V. Grant, 285 S.C. 150, 328 S.E.2d 346 (1985)
S.C. Ann. 44-53-370 and 44-53 375 (cocaine)

Obstruction of justice by influencing grand jury

Op. Att'y Gen. February 26, 1986
October 16, 1979
S.C. Ann. 16-9-350
Common Law
18 U.S.C. 1503

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Obtaining Money Under False Pretense

Daniel v. Hazel, 242 S.C. 443, 131 S.E.2d 260 (1963)
Op. Att'y Gen. March 6, 1990
S.C. Ann.16-13-260 (property)

Official office, use of for financial gain

Op. Att'y Gen. February 1, 1980
March 20, 1991
Former S.C. Code 18-13-410

Peeping Tom

State v. Harris, 293 S.C. 75 358 S.E.2d 713 (1987)
Att'y Gen. Op. May 5, 1998
April 19, 1994
S.C. Ann. 16-17-470

Personal Property. malicious destruction of

S.C. Ann. 16-11-510

Possession of Cocaine

In Matter of Gibson, 302 S.C. 12, 393 S.E.2d 184 (1990)
State v. Major, 301 -S.C. 181, 391 S.E.2d 235 (1990) (overruling State v. Ball, 292 S.C.
71, 354 S.E.2d 906 (1987))
S.C. Ann. 44-53-375and 56-1-745

Possession of Controlled substance with intent to distribute

Porter v. State, 290 S.C. 38, 348 S.E.2d 172 (1986)
State v. Lilly, 278 S.C. 499, 299 S.E.2d 329 (1983)
S.C. Ann. 44-53-375

Possession of Heroin

In Matter of Gibson, 302 S.C. 12,393 S.E.2d 184 (1990)
S.C. Ann. 44-53-370

Possession of Marijuana with intent to distribute

State v. Lilly, 278-S.C. 499, 299 S.E.2d 329 (1983)
State v. Drakeford, 290 S.C. 338, 350 S.E.2d 391 (1986)
Merritt v. Grant, 285 S.C. 150, 328 S.E.2d 346 (1985)
Green v. Hewitt, 305 S.C. 238, 407 S.E.2d 651 (1991)
S.C. Ann. 44-53-370

Public official use of official position to obtain financial gain

Op. Att'y Gen. March 20, 1991
February 1, 1980
S.C. Ann. 8-13-410

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Public Supervisor, willful failure to perform his duty to inspect and receive reports with the intention of defrauding the county

State v. Jaques, 655 S.C.178, 43 S.E.2d 515 (1903)
Op. Att’y Gen. May 27, 1983

Rape

State v. Lee, 269 S.C. 421, 237 S.E.2d 768 (1977)
Op. Att’y Gen. April 19, 1994
November 22, 1985
See Criminal Sexual Conduct
Common Law

Receiving Stolen Goods

State v. Millings, 247 S.C. 52, 145 S.E.2d 422 (1965)
S.C. Ann. 16-13-180

Resisting Arrest

State v. Hall, 306 S.C. 293, 411 S.E.2d 441 (Ct. App. 1991) (may depend on circumstances of the case – non-violent is not)
S.C. Ann. 16-3-625 (with a deadly weapon), 16-9-320(2)

Robbery

State V. Corn, 215 S.C. 166, 54 S.E.2d 559 (1949)
Op. Att’y Gen. June 25, 1991
S.C. Ann. 16-11-325, 24-19-10(d), 16-11-330 (armed with a deadly weapon)

Robbery, armed

State v. Spinks, 260 S.C. 404, 196 S.E.2d 313 (1973)
S.C. Ann. 16-11-330

Robbery attempted

State v. Spinks, 260 S.C. 404, 196 S.E.2d 313 (1973)
Op. Att’y Gen. June 25, 1991
See above

School Administrators, requirement to contact law enforcement authorities when criminal contact occurs

Op. Att’y Gen. October 13, 1995
S.C. Ann. 20-7-510

Sexual offenses of virtually every kind and variety

Op. Att’y Gen. April 19, 1994
S.C. Ann. Defined in 44-48-30 (16-6-645,16-3-654-55, 16-3-810-820, 16-3-656,
16-15-20, 16-15-120, 16-15-140)

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Shoplifting

Op. Att’y Gen. 3-19-90
S.C. Ann. 16-13-110, 16-1-57

Tax, making false and fraudulent statement on Federal tax returns

Op. Att’y Gen. October 25, 1978
26 U.S.C. 7206(1)

Tax fraud

Op. Att’y Gen. October 25, 1978 (IRS violations)
March 31, 1978 (IRS violations)
S.C. Ann. 12-29-630 Repealed by 1995 Act No. 60 §41 eff. August 1, 1995

Tax Fraud, possession of illegal whiskey, illicit distilling of liquor

Gantt v. Coca Cola, 204 S.C. 374, 29 S.E.2d 488 (1944)

Trafficking in Marijuana (Including conspiracy to import)

Green v. Hewett, 305 S.C. 238, 407 S.E.2d 651 (1991)
S.C. Ann. 44-53-370 and 56-1-745
21 U.S.C 952

Use of Official Position for Financial Gain

Op. Att’y Gen. March 20, 1991
March 18, 1983
February 1, 1980
S.C. Ann. 8-13-700 and 8-13-410 repealed by 1991 Act No. 248 §3 eff. January 1, 1992

Vote buying, conspiracy

Op. Att’y Gen. February 5, 1981
July 1, 1981
March 18, 1983 (vote buying)
42 U.S.C. 1973

**This list is not exhaustive. For
any applicant with a criminal
record, consult your agency’s
legal counsel.**

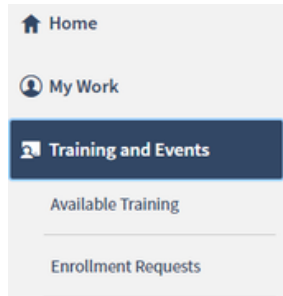


Part 5: Acadis Training / Manuals

Assign Training in the Acadis Portal

Assign Online Training

To assign online training to your personnel, log into your Acadis Portal and choose "Training and Events" in the left-side menu bar.

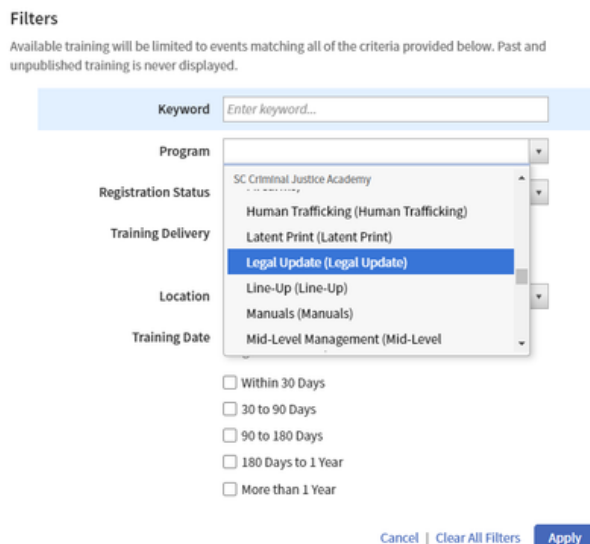


Select "Browse or Sign up for Training" and a list of available training will populate. Use the Filters option to narrow down your search and more easily find the training you are looking for.



Training		Registration			
Event / Location	Dates	Hours	Dates	Open Seats	Status
ARIDE - ARIDE 2024.05.07 SC Criminal Justice Academy	05/07/2024 - 05/08/2024	16h 0m	11/09/2023 - 03/23/2024	0	Waitlist
ARIDE - ARIDE 2024.06.11 SC Criminal Justice Academy	06/11/2024 - 06/12/2024	16h 0m	12/14/2023 - 04/27/2024	0	Waitlist

In the filters menu, under program, you can select the name of the training you are looking for (ex. legal updates, CDVs). You can also filter by training delivery (ie. online, classroom). For online training, select "online". Once you have chosen your filter criteria, click on the blue "Apply" button.



Filters

Available training will be limited to events matching all of the criteria provided below. Past and unpublished training is never displayed.

Keyword:

Program:

Registration Status:

Training Delivery: Online

Location:

Training Date: Within 30 Days

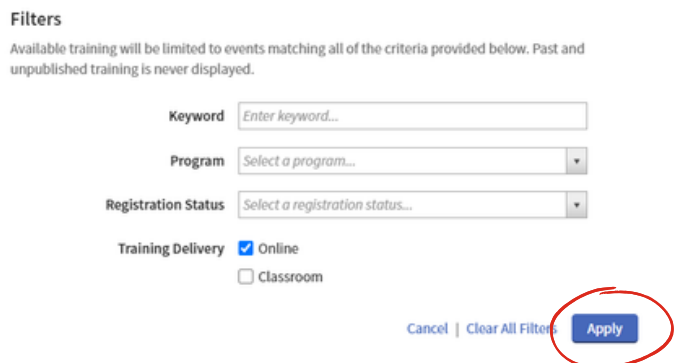
30 to 90 Days

90 to 180 Days

180 Days to 1 Year

More than 1 Year

Cancel | Clear All Filters |



Filters

Available training will be limited to events matching all of the criteria provided below. Past and unpublished training is never displayed.

Keyword:

Program:

Registration Status:

Training Delivery: Online

Classroom

Cancel | Clear All Filters |

Assign Training in the Acadis Portal

Assign Online Training

Once you have filtered your search results, locate the training that you would like to assign and click on the three dots beside the "Take Training" button on the far right-hand side of the page. Previous trainings, such as legal updates and CDVs, are available for you to assign through Acadis.

Training			Registration		
Event ▲ / Location	Dates	Hours	Dates	Open Seats	Status
CDV - Annual - DV 2020 - Identifying the Primary Aggressor Online		2h 15m	10/01/2020		● Open
CDV - Annual - DV 2021 - You Asked, We Answered Online		3h 0m	10/27/2021		● Open
CDV - Annual - DV 2022 - A Common Connection: Harassment and Stalking Online		1h 30m	09/29/2022		● Open



When you choose "Assign to Personnel", a list of your personnel will appear. If you need to assign the training to all personnel, you can choose the checkbox by the Name column and it will select all personnel.

You can also select individual personnel from the list. You will see the checkbox turn blue when the individual is selected. Once all needed personnel have been selected, click the blue "Assign" button.

Assignment for DV 2021 - You Asked, We Answered

SELECT PERSONNEL

I want to Assign training to me only
 Assign training to people in my organization

Cancel



Select assignees from SC Criminal Justice Academy:

<input type="checkbox"/>	Name	Academy ID	SSN	Title/Rank	Employment Status
<input checked="" type="checkbox"/>	Anderson, Joe	1234-5678		Officer	Active
<input type="checkbox"/>	Johnson, Robert	2345-6789		Officer	Active
<input checked="" type="checkbox"/>	Miller, James	3456-7890		Staff	Active
<input type="checkbox"/>	Williams, Mary	4567-8901		Officer	Active

Remove Online Training in the Acadis Portal

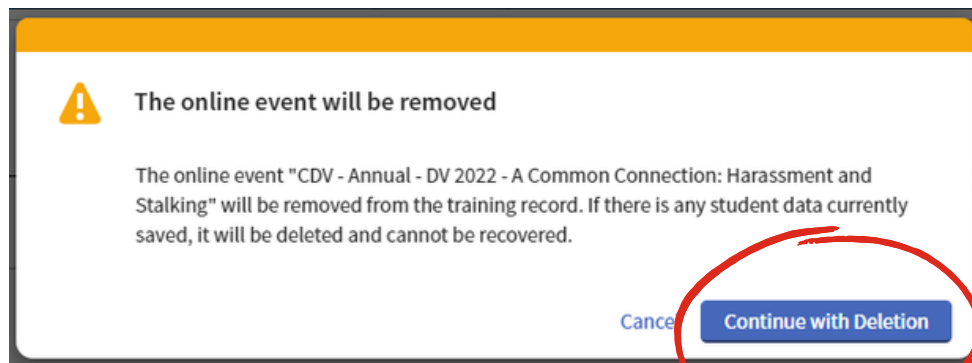
Remove Online Training

To remove online training from your personnel, click on their name from your personnel list. When their Acadis profile appears, scroll down to the section titled "Training History". Find the training that you would like to remove from the "Upcoming, Ongoing & Unconfirmed" section. On the far right, you will see the "Remove" option. Click on the "Remove" button to remove the training from the individual.

UPCOMING, ONGOING & UNCONFIRMED

Training	Start	End	Hours	Training Category	Student Status	
CDV - Annual - DV 2022 - A Common Connection: Harassment and Stalking	01/09/2023		1h 30m	Mandatory Training	Assigned	<input type="button" value="Remove"/> ⋮

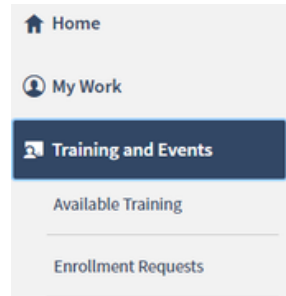
A pop-up will appear letting you know that the online training will be removed. Verify that the name of the training is correct and then select "Continue with Deletion". Once you have clicked "Continue with Deletion" the training will no longer be assigned to the officer.



Assign Training in the Acadis Portal

Assign In-Person Training

To assign in-person training to your personnel, log into your Acadis Portal and choose "Training and Events" in the left-side menu bar.



Select "Available Training" and a list of available training will populate. Use the Filters option to narrow down your search and more easily find the training you are looking for.



Training and Events						
Available Training						
All published current and future training matching filter criteria is displayed.						
Training			Registration			
Event / Location	Dates	Hours	Dates	Open Seats	Status	
ARIDE - ARIDE 2024.05.07 SC Criminal Justice Academy	05/07/2024 - 05/08/2024	16h 0m	11/09/2023 - 03/23/2024	0	Waitlist	Waitlist
ARIDE - ARIDE 2024.06.11 SC Criminal Justice Academy	06/11/2024 - 06/12/2024	16h 0m	12/14/2023 - 04/27/2024	0	Waitlist	Waitlist

In the filters menu, under program, you can select the name of the training you are looking for (ex. DUI/SFST and Basic Detective). You can also filter by training delivery (ie. online, classroom). For in-person training, select "classroom". Once you have chosen your filter criteria, click on the blue "Apply" button.

Filters

Available training will be limited to events matching all of the criteria provided below. Past and unpublished training is never displayed.

Keyword

Program
ARIDE (ARIDE)

Registration Status

Training Delivery Basic Detective (Basic Detective)
 Basic Detention - Legals Only
 Basic Detention-Juvenile only

Location

Registration Status

Training Delivery Online
 Classroom

Location

Training Date Display training available within the specified date ranges.

- Within 30 Days
- 30 to 90 Days
- 90 to 180 Days
- 180 Days to 1 Year
- More than 1 Year

Cancel | Clear All Filters

Assign Training in the Acadis Portal

Assign In-Person Training

Once you have filtered your search results, locate the course/training that you would like to assign and click on the "Register" button on the far right-hand side of the page. Classes that are no longer available for registration will show "Closed" and the register button will not be available. For some courses, you may see "Waitlist" instead of "Open" for the course status. This means that the course is currently full, but you may join the waitlist and will be notified if a seat becomes available. Courses in "Open" status will show "Register" to the right.


DUI/SFST - Practitioner - DUI/SFST - Practitioner 2023.01.23 (Field) Emergency Service Academy	01/23/2023 - 01/26/2023	33h 0m	07/27/2022 - 12/09/2022	0	Closed	
DUI/SFST - Practitioner - DUI/SFST - Practitioner 2023.01.25 (Field) Summerville Police Department	01/25/2023 - 01/27/2023	33h 0m	07/29/2022 - 01/15/2023	6	Open	  Register
DUI/SFST Instructor & Specific Skills Instructor ...structor & Specific Skills Instructor 2023.04.03 SC Criminal Justice Academy	04/03/2023 - 04/07/2023	40h 0m	10/05/2022 - 02/17/2023	-1	Waitlist	 Waitlist

Once you choose "Register" a list of personnel will become available in the drop down box beside "Registrant". Choose the personnel that you would like to register for the course and complete the requested information in the enrollment request.

Request Enrollment

Please supply the following information to request enrollment. Requests will be reviewed prior to final enrollment. The Privacy Act of 1974 may apply to this form. [Additional Details](#)

REGISTRANT INFORMATION

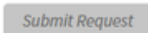
Session DUI/SFST - Practitioner - DUI/SFST - Practitioner 2023.01.25 (Field) 

* Registrant Select from personnel roster

Available to Register

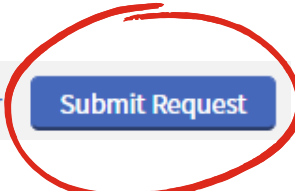
- Anderson, Joe (1234-5678)
- Johnson, Robert (2345-6789)
- Miller, James (3456-7890)

Required Information

Cancel | Finish Later | Submit & Request Another 

Once you have completed the needed information, regarding contact info, housing, dietary needs, accommodations, religious needs, and medical needs, select the blue "Submit Request" bottom in the bottom right corner. If you need to register more than one person, you can click "Submit & Request Another".

If you need to save the request and finish later, select "Finish Later" in the bottom right corner. To cancel the request, click "Cancel".

Cancel | Finish Later | Submit & Request Another  Submit Request

Locating Training Manuals

To locate training manuals, log into your Acadis Portal and choose "Training and Events" in the top menu bar. Select "Available Training" and a list of available training will populate. Use the Filters option to narrow down your search and more easily find the training you are looking for.



Training and Events

Available Training

All published current and future training matching filter criteria is displayed.

Training			Registration		
Event ▲ / Location	Dates	Hours	Dates	Open Seats	Status
ARIDE - ARIDE 2024.05.07 SC Criminal Justice Academy	05/07/2024 - 05/08/2024	16h 0m	11/09/2023 - 03/23/2024	0	Waitlist  <input type="button" value="Waitlist"/>
ARIDE - ARIDE 2024.06.11 SC Criminal Justice Academy	06/11/2024 - 06/12/2024	16h 0m	12/14/2023 - 04/27/2024	0	Waitlist  <input type="button" value="Waitlist"/>

In the filters menu, under program, choose "Manuals". Once you have chosen your filter criteria, click on the blue "Apply" button.

Filters

Available training will be limited to events matching all of the criteria provided below. Past and unpublished training is never displayed.

Keyword

Program

A list of available training manuals will appear. Select the name of the manual that is needed. The status of these events will say "Closed", but the manuals are still available for download.

Event ▲ / Location	Dates
Manuals - Advanced Training Manuals	05/12/2020 - 05/31/2029
Manuals - BLE Student Manuals	01/01/2022 - 04/30/2039
Manuals - BTOT Student Manual	01/01/2022 - 04/30/2039
Manuals - Class 3 Manuals	01/01/2022 - 04/30/2039
Manuals - Constable Training Manuals	01/01/2022 - 04/30/2039
Manuals - Detention Student Manuals	01/01/2022 - 04/30/2039
Manuals - FTO Manager Manuals	01/01/2022 - 04/30/2039
Manuals - Reserve Officer Training Manuals	01/01/2022 - 04/30/2039
Manuals - Special Basic Manual	01/01/2022 - 04/30/2039

Locating Training Manuals

Choose the appropriate training manual from the list by clicking on the name of the event/manual. A notice will appear at the top stating that the period for requesting enrollment ended. This notice can be disregarded. Scroll down to the "Documents" section of the page. A list of links will appear in this section.

Choose any of the manuals that you need and click on the Document Name to download the manual/PowerPoint. Once the document has been downloaded, you can send it to the appropriate personnel.

Manuals - BLE Student Manuals



The period for requesting enrollment ended on 12/31/2021.

Training Dates 01/01/2022 - 04/30/2039

Prerequisites None Specified

Registration Dates 12/31/2021 - 12/31/2021

Available Seats 1

Fee None Specified

Training Location

Reporting Instructions None Specified

Documents [BLE - DT & Range Manual EFFECTIVE 10-2020](#)

[BLE - DT & Range Manual EFFECTIVE 10-2022](#)

[BLE - DT & Range Manual EFFECTIVE 3-2022](#)

[BLE - Legals & PS Manual EFFECTIVE 10-2020](#)

[BLE - Legals & PS Manual EFFECTIVE 3-2022](#)

[BLE - TRAFFIC Manual](#)

[PowerPoints - Block #1 \[1-21\]](#)

[PowerPoints - Block #1 \[1-23\]](#)

[PowerPoints - Block #2 \[1-21\]](#)

[PowerPoints - Block #2 \[1-23\]](#)

Click on the needed manual to download

Disregard this message as you are not enrolling the individual in a course



Part 6: Regulations

Regulation Chapter 37: Article 3: E-911

ARTICLE 3 E-911 SYSTEM

37-060. Definitions.

- A. "Operator" means a telecommunications operator or dispatcher employed in an E-911 system.
- B. "Agency" means local government or public safety agency employing operators.
- C. "Director" means the Director of the South Carolina Criminal Justice Academy.
- D. "Academy" means the South Carolina Criminal Justice Academy.
- E. "Council" means the Law Enforcement Training Council.

HISTORY: Added by State Register Volume 21, Issue No. 6, Part 2, eff June 27, 1997. Amended by State Register Volume 38, Issue No. 3, eff March 28, 2014. Formerly R. 38-060. Renumbered and amended by State Register Volume 39, Issue No. 6, Doc. No. 4350, eff June 26, 2015.

37-062. Training to Take Place within One Year of Hire.

A. No operator employed or appointed on or after the effective date of these regulations by any agency in this State is authorized to receive, process, transmit and/or dispatch emergency and non-emergency calls for police, fire, emergency medical and other public safety services via communication devices unless he or she has been certified as qualified by the Council, except that any agency in this State may appoint or employ as an operator, a person who is not certified if, within one year after the date of employment or appointment, the person secures certification from the Council. Exceptions to the one-year rule may be granted by the Director in these cases:

- 1. military leave or injury occurring during the first year which would preclude the receiving of training within the usual period of time; or
- 2. in the event of the timely filing of application for training, which application, under circumstances of time and physical limitations, cannot be honored by the training academy within the prescribed period; or
- 3. upon presentation of documentary evidence that the candidate has successfully completed equivalent training in one of the other states which by law regulate and supervise the quality of operator training and which require a minimum basic or recruit course of duration and content at least equivalent to that provided in these regulations or by standards set by the Council; or
- 4. if it is determined by documentary evidence that the training will result in undue hardship to the requesting agency, the requesting agency must propose an alternate training schedule for approval.

B. Notwithstanding another provision of law, in the case of a candidate for certification who begins one or more periods of state or federal military service within one year after his date of employment or appointment, the period of time within which he must obtain the certification required to become an operator is automatically extended for an additional period equal to the aggregate period of time the candidate performed active duty or active duty for training as a member of the National Guard, the State Guard, or a reserve component of the Armed Forces of the United States, plus one hundred and eighty days. The Director must take all necessary and proper action to ensure that a candidate for certification as an operator who performs military service within one year of his employment or appointment is not prejudiced in obtaining certification as a result of having performed state or federal military service.

HISTORY: Added by State Register Volume 38, Issue No. 6, Doc. No. 4369, eff June 27, 2014.

Regulation Chapter 37: Article 3: E-911

37-063. Requirement of Good Character.

A. Background Investigations.

Every agency who requests operator's certification shall conduct a background investigation in accordance with guidelines issued by the Council.

B. Certification to the Council.

Every agency who requests operator's certification shall certify to the Council that, in the opinion of the agency, the candidate is of good character and has not engaged in misconduct as defined in R.37-073. However, a finding of good character is subject to final approval by the Council.

C. Availability of Background Information.

Information obtained in any background investigation made in response to these regulations, shall be available, upon request, to the Academy and/or Council for its review and to any future prospective agency to assist them in a determination of an applicant's good character for operator's or law enforcement certification.

HISTORY: Added by State Register Volume 38, Issue No. 6, Doc. No. 4370, eff June 27, 2014.

37-064. Minimum Requirements for E-911 Operator Enrollment in Training.

A. All agencies having operators as candidates for training and certification shall submit to the Academy, the following:

1. an application under oath in a format prescribed by the Council;
2. evidence satisfactory to the Council that the candidate possesses a high school diploma or equivalent recognized and accepted by the South Carolina Department of Education;
3. evidence satisfactory to the Council that the candidate's present age is not less than eighteen years;
4. evidence satisfactory to the Council that the candidate has not been convicted of any criminal offense that carries a possible sentence of more than one year.

B. Nothing in this regulation shall be construed to preclude any agency from establishing qualifications or standards for hiring that exceed these minimum standards.

HISTORY: Added by State Register Volume 21, Issue No. 6, Part 2, eff June 27, 1997. Amended by State Register Volume 38, Issue No. 3, eff March 28, 2014. Formerly R. 68-061. Renumbered and amended by State Register Volume 39, Issue No. 6, Doc. No. 4350, eff June 26, 2015.

37-065. Certification.

Certification will occur upon the successful completion of the prescribed training course as set out in R.37-066.

HISTORY: Added by State Register Volume 39, Issue No. 6, Doc. No. 4372, eff June 26, 2015.

Regulation Chapter 37: Article 3: E-911

37-066. Training Requirements for Certification.

A. Candidates for certification as operators shall successfully complete a prescribed course of training as approved by the Council and will be certified as Class 4-TCO.

B. Candidates employed as operators prior to June 27, 1997 may be certified without completing the training referenced in paragraph (A) above if the candidate has:

1. two years continuous employment as an operator and no break in service of longer than six months; or

2. one year continuous employment as an operator, no break in service of more than six months, and prior training accredited by the Academy, and the candidate successfully passes a comprehensive test as approved by the Director and administered by the Academy. No retest will be offered.

HISTORY: Added by State Register Volume 21, Issue No. 6, Part 2, eff June 27, 1997. Amended by State Register Volume 38, Issue No. 3, eff March 28, 201. Formerly R. 38-062. Renumbered and amended by State Register Volume 39, Issue No. 6, Doc. No. 4350, eff June 26, 2015.

37-067. Break in Service after Certification.

A. All certification lapses upon separation from employment.

B. Candidates with prior certification and a break in service of less than one year will be recertified upon a request by the employing agency, provided the agency produces evidence satisfactory to the Director that the candidate has not been convicted of any criminal offense that carries a possible sentence of more than one year.

C. Candidates with prior certification and a break in service of more than one year must meet the requirements of R.37-064 and R.37-066(A).

HISTORY: Added by State Register Volume 21, Issue No. 6, Part 2, eff June 27, 1997. Amended by State Register Volume 38, Issue No. 3, eff March 28, 2014. Formerly R. 38-063. Renumbered and amended by State Register Volume 39, Issue No. 6, Doc. No. 4350, eff June 26, 2015.

37-068. Application for Issuance or Re-issuance of Certification.

A. All candidates for issuance or re-issuance of operator's certification shall be submitted to the Academy within fifteen business days after hire on a form prescribed by the Council.

B. All candidates for issuance or re-issuance of operator certification must not have any active notification(s) from the South Carolina Department of Social Services notifying the Academy and/or the Council to revoke certification pursuant to S.C. Code §63-17-1060.

HISTORY: Added by State Register Volume 38, Issue No. 6, Doc. No. 4374, eff June 27, 2014.

37-069. Cost of Training.

The cost of training shall be established by the Academy. Agencies shall forward an authorized purchase order for this amount with each application for training.

HISTORY: Added by State Register Volume 21, Issue No. 6, Part 2, eff June 27, 1997. Amended by State Register Volume 38, Issue No. 3, eff March 28, 2014. Formerly R. 38-065. Renumbered and amended by State Register Volume 39, Issue No. 6, Doc. No. 4350, eff June 26, 2015.

Regulation Chapter 37: Article 3: E-911

37-070. Separation from Employment.

Agencies shall notify the Academy of the separation from employment of any certified operator. If the separation is a result of the conviction for a criminal offense carrying a possible sentence of more than one year, such conviction shall be reported to the Academy. All reports shall take place on a form approved by the Director.

HISTORY: Added by State Register Volume 21, Issue No. 6, Part 2, eff June 27, 1997. Amended by State Register Volume 38, Issue No. 3, eff March 28, 2014. Formerly R. 38-064. Renumbered and amended by State Register Volume 39, Issue No. 6, Doc. No. 4350, eff June 26, 2015.

37-073. Denial of Telecommunications Operator Certification for Misconduct.

A. The Council may deny certification based on evidence satisfactory to the Council that the candidate has engaged in misconduct. For purposes of this section, misconduct means:

1. Conviction, plea of guilty, plea of no contest or admission of guilt (regardless of withheld adjudication) to a felony, a crime punishable by a sentence of more than one year (regardless of the sentence actually imposed, if any), or a crime of moral turpitude in this or any other jurisdiction;
2. Unlawful use of a controlled substance;
3. Misrepresentation of employment-related information;
4. To willfully make false, misleading, incomplete, deceitful, or incorrect statement(s) to a law enforcement officer, a law enforcement agency, or representative, except when required by departmental policy or by the laws of this State during the course of an investigation;
5. To willfully make false, misleading, incomplete, deceitful, or incorrect statement(s) to a court of competent jurisdiction, or their staff members, whether under oath or not;
6. To willfully make false, misleading, incomplete, deceitful, or incorrect information on a document, record, report, or form, except when required by departmental policy or by the laws of this State;
7. Willfully falsifying material information provided to the Criminal Justice Academy.

B. In considering whether to deny certification based on misconduct, the Council may consider the seriousness, the remoteness in time and any mitigating circumstances surrounding the act or omission constituting or alleged to constitute misconduct.

HISTORY: Added by SCSR 47-5 Doc. No. 5125, eff May 26, 2023.

37-074. Withdrawal of Certification of Telecommunications Operators.

A. An operator, certified pursuant to the provisions of R.37-065, shall have his or her certification as an operator withdrawn by the Council upon the occurrence of any one or more of the following events:

1. The operator is found to have falsified any application for certification and training based upon which the operator was admitted for training.
 2. The operator is found to be ineligible for service as an operator because of his or her failure to meet prerequisite qualifications for training and certification, as set by law, even though such ineligibility is not discovered until after the operator's initial certification.
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3. The operator is convicted of a criminal offense under the law of any jurisdiction which would, by the laws of this State, disqualify the operator from obtainment of certification as provided for in R.37-005 and R.37-006.

4. Evidence satisfactory to the Council that the operator has engaged in misconduct. For purposes of this section, misconduct means:

a. Conviction, plea of guilty, plea of no contest or admission of guilt (regardless of withheld adjudication) to a felony, a crime punishable by a sentence of more than one year (regardless of the sentence actually imposed, if any), or a crime of moral turpitude;

b. Unlawful use of a controlled substance;

c. Misrepresentation of employment-related information;

d. Violations of criminal law resulting from administrative inquiries;

e. To willfully make false, misleading, incomplete, deceitful, or incorrect statement(s) to a law enforcement officer, a law enforcement agency, or representative, except when required by departmental policy or by the laws of this State during the course of an investigation;

f. To willfully make false, misleading, incomplete, deceitful, or incorrect statement(s) to a court of competent jurisdiction, or their staff members, whether under oath or not;

g. To willfully make false, misleading, incomplete, deceitful, or incorrect information on a document, record, report, or form, except when required by departmental policy or by the laws of this State;

h. Willfully falsifying material information provided to the Criminal Justice Academy.

Provided however that in considering whether to withdraw certification based on misconduct, the Council may consider the seriousness, frequency and any mitigating circumstances surrounding the act or omission constituting or alleged to constitute misconduct.

HISTORY: Added by SCSR 47-5 Doc. No. 5129, eff May 26, 2023.

