

## 2025 MIST Course Descriptions

### **25-01 Legal Updates (Required)**

A three-hour course that will review recent statutory changes to the Pennsylvania Crimes Code, Vehicle Code, and Rules of Criminal Procedures that were communicated via TACS throughout the calendar year to officers. The course will also highlight pertinent court decisions and significant pieces of legislation that affect police operations and investigations from

Pennsylvania's Commonwealth, Superior and Supreme Courts, various Federal Courts, and the

U.S. Supreme Court.

### **25-02 Law Enforcement Response to Homeless Persons (Required)**

A three-hour course exploring the issue of homelessness and law enforcement's response. The course will examine the prevalence of the issue, the varying degrees of homelessness and factors that lead to homelessness, to include a discussion of homeless persons as offenders and victims. Finally, the course will address procedural justice practices that are designed to address issues such as implicit bias.

### **25-03 Tactical Response (Elective)**

A three-hour course designed to encourage officers to prepare mentally and physically to respond to an active threat. This course will establish guidelines and best practices, beginning with response to the call and concluding with tactical considerations. This course will also explore ways in which law enforcement can be better equipped to handle an active threat incident.

### **25-04 Elder Abuse and Exploitation (Elective)**

A three-hour course that will help officers recognize the signs of elder abuse and exploitation including physical abuse, psychological abuse, sexual abuse, and neglect **with an emphasis on financial exploitation**. This course will provide guidelines within the criminal justice system to assist officers in prosecution using local, state, and Federal resources to increase successful outcomes for the victims.

## **2024 MIST Course Descriptions**

### **24-201 Legal Update (Required)**

A three-hour course highlighting pertinent court decisions and significant pieces of legislation that affect police operations and investigations. Lessons will address changes and updates to the Pennsylvania Crimes Code, Vehicle Code, and Rules of Criminal Procedures as well as decisions from Pennsylvania's Commonwealth, Superior and Supreme Courts, various Federal Courts, and the United States Supreme Court. This course will be offered in two segments online via pavtn. The first segment will be available in the middle of 2023 for officers who wish to receive advanced notice of changes to the law. The second segment will be released in January 2024 at the same time the entire course will be released also as an in-classroom training.

### **24-301 Suicide by Cop (Elective)**

A three-hour course specifically focused on the phenomenon of suicidal individuals who choose to end their lives by confronting a law enforcement officer. The course will define suicide by cop, identify risk factors and warning signs, discuss intervention techniques, tactical communication, de-escalation techniques, and best practices to increase the chances of a successful and safe outcome. The course will also assist officers in recognizing and recovering from the trauma in the aftermath of such an encounter, as well as providing resources for officers to maintain their health and wellness.

### **24-601 Community Relationships (Required)**

A three-hour course focused on the importance of building and maintaining trusted relationships with the communities police officers serve and protect. The course will review how to strengthen awareness regarding cultural diversity, competency and sensitivity within various communities; and to recognize trauma's impact on members of the community and the importance of applying a trauma-informed approach. The course will conclude with highlighting strategies that officers can implement when working with their community members.

### **24-602 Law Enforcement Ethics (Elective)**

A three-hour course exploring the issues of modern-day ethics in law enforcement and discussing what, if any, changes have occurred throughout the history of policing in Pennsylvania. The course will examine how hiring standards influence hiring ethical police officers and what impact that has on Pennsylvania law enforcement. The course will also suggest ideas which can assist officers in remaining ethically sound throughout their careers.

## **2023 MIST Course Descriptions**

### **23-201 Legal Update (Required)**

A three-hour course highlighting pertinent court decisions and significant pieces of legislation that affect police operations and investigations. Lessons will address changes and updates to the Pennsylvania Crimes Code, Vehicle Code, and Rules of Criminal Procedures as well as decisions from Pennsylvania's Commonwealth, Superior and Supreme Courts, various Federal Courts, and the United States Supreme Court. A final segment of the course will focus on topics such as the issue of excessive charging by police officers and the different jurisdiction and authority of the various law enforcement agencies and officers throughout the Commonwealth. The course will also take a thorough look at issues officers have faced which either helped or hindered court decisions and the outcomes concerning such decisions.

### **23-301 Tactical Communications (Required)**

A three-hour course that will help officers recognize and identify components of a crisis event. Lessons will focus on officer responses that help initiate safe resolution and de-escalation of aggressive actions, as well as communication methods and techniques which have proven effective in bringing a crisis event to a safe conclusion through voluntary compliance.

### **23-401 Criminal Investigations (Elective)**

A three-hour course, structured as three independent sections, that will provide an overview of investigations, including the concept of investigative sufficiency, evidence collection, report writing, and courtroom testimony, as well as an in-depth look at burglary and death investigations.

### **23-501 Officer Wellness (Elective)**

A three-hour course exploring the effects of trauma experienced by police officers in the line duty, with a focus on identifying successful coping strategies that can be incorporated into a personalized wellness plan and highlighting available resources. The course will take a close look at various obstacles impacting officers' ability and willingness to seek help when it is needed. Themes throughout the course will be the responsibility officers have to themselves, as well as to notice when their fellow officers are exhibiting signs of trauma and the appropriate intervention strategies they can use to help.

## **2022 MPOETC Mandatory In-Service Training Course Descriptions**

### **22-201 Legal Update**

A required three-hour course highlighting pertinent court decisions and significant pieces of legislation passed after July 1, 2020 that affect police operations and investigations. Lessons will address changes and updates to the Pennsylvania Crimes Code, Vehicle Code, and Rules of Criminal Procedures as well as decisions from Pennsylvania's Commonwealth, Superior and Supreme Courts, various Federal Courts, and the United States Supreme Court. A final segment of the course will focus on topics such as the issue of excessive charging by police officers and the different jurisdiction and authority of the various law enforcement agencies and officers throughout the Commonwealth.

### **22-301 Use of Force**

A required two and half-hour course that will review legal concepts and issues that impact the use of force and use of deadly force in law enforcement today. The course will cover modern decision-making concerns in the areas of de-escalation, harm reduction techniques, the duty to intervene, and liability issues. Use of Force 22-301 is a pre-requisite course. It must be completed and passed before taking Control Tactics 22-302 (a practical application).

### **22-302 Control Tactics**

A required three and one half-hour course that will provide practical use of force application. Officers will physically interact with instructors. After a short review of concepts learned in Use of Force, there will be a review of universal principles regarding body positioning and reactionary gap concepts. There will be a review and application of single and two-person handcuffing techniques, as well as a practical demonstration of simple control techniques for standing and grounded passive resistant subjects. Control Tactics 22-302 can only be taken after completing and passing Use of Force 22-301. Control Tactics is a participation course. Officers will participate to the level of their ability.

### **22-601 Understanding Bias**

A required three-hour course that will focus on helping police officers recognize and understand how bias, specifically implicit bias can affect interactions with diverse citizens and the communities they serve. Along with incorporating Procedural Justice (PJ) principles and the Critical Decision-Making Model (CDM), officers will continue to build self-awareness and develop strategies to overcome bias.

## **MPOETC 2021 In-Service Training Topics**

### **21-01 Legal Update (Required course – 3 hours)**

This three-hour course highlights pertinent court decisions and significant pieces of legislation passed after July 1, 2019 that affect police operations and investigations. Lessons will address changes and updates to the Pennsylvania Crimes Code, Vehicle Code, and Rules of Criminal Procedures as well as decisions from Pennsylvania's Commonwealth, Superior and Supreme Courts, various Federal Courts, and the United States Supreme Court. A final segment of the course will focus on topics such as the issue of excessive charging by police officers and the different jurisdiction and authority of the various law enforcement agencies and officers throughout the Commonwealth.

### **21-02 Juvenile Justice (Elective course – 3 hours)**

This three-hour course provides a review of the Juvenile Act to include: juvenile custody, placement procedures and options, segregation from adult prisoners, information needed for the juvenile allegation, and the juvenile court process and proceedings. The course will have focused discussions on juveniles in holding and interviewing juveniles. The training will include resource information which is available to the officers for assistance and support.

### **21-03 Child Victims of Human Trafficking (Elective course – 3 hours)**

This three-hour course discusses Human Trafficking with a focus on child victims and sex trafficking. The course will teach a Victim Centered Response, as victims are the key to successful investigation and prosecution of sex traffickers, but surviving victims are typically severely traumatized with both immediate and long-term consequences. Lessons will define child sex trafficking, identify who is at risk, explain the consequences of child sex trafficking, and offer suggestions for addressing the expanding problem of child sex trafficking.

### **21-04 Recognizing and Responding to Individuals with Special Needs (Required course – 3 hours)**

This three-hour course focuses on timely recognition and appropriate law enforcement response to individuals with special needs. The course will teach officers to employ appropriate communication techniques and de-escalation tactics when interacting with individuals who have special needs or who exhibit behaviors associated with mental illness, intellectual and physical disabilities, and/or autism. The training will include information and instruction for officers regarding available services and support systems for individuals with special needs.

**2020 MIST**  
**COURSE**  
**DESCRIPTIONS**

**20-01 Legal Update (Required course – 3 hours)**

This three-hour course will discuss significant pieces of legislation passed after Oct 1, 2018 that affect police operations and investigations, specifically changes and updates to the Pennsylvania Crimes Code, Vehicle Code, and Rules of Criminal Procedure. The training program also addresses pertinent court decisions from the Pennsylvania Commonwealth, Superior and Supreme Courts, and the United States Supreme Court and other federal courts and explains legal issues directly impacting police procedures and the case preparation process.

**20-02 Officer Safety: Explosive Devices (Elective course – 3 hours)**

This three-hour elective course will discuss the current trends in improvised explosives safety, including recognition of key components, response, and post blast investigations. Officer safety and investigative sufficiency will be overriding themes.

**20-03 Operational Planning and Crowd Management (Elective course – 3 hours)**

This three-hour elective course will address the logistics of preparing for planned and unplanned events by learning how to develop an Operational Plan. Officers will review crowd management response tactics and will be introduced to protective detail principles during an event. The course will conclude with how to conduct an After-Action Review and its importance regarding lessons learned and actions to take for future events.

**20-04 Personal Leadership (Elective course – 3 hours)**

This three-hour elective course will develop personal leadership skills by focusing on an understanding of self through mindfulness, discussing the traits of effective leaders, and exploring the continuing development aspect of leadership. The course will spend time discussing the specific skills of time management, critical decision making, and self-care. Authenticity and legitimacy as a leader will be a theme throughout the course. This course is intended to provide useful and immediately applicable knowledge and skills.

**2019 MIST**  
**COURSE**  
**DESCRIPTIONS**

**19-01 Legal Updates (required course – 3 hours)**

This three-hour course discusses significant pieces of legislation passed after July 1, 2017 that affect police operations and investigations, specifically changes and updates to the Pennsylvania Crimes Code, Vehicle Code, and Rules of Criminal Procedure. The training program also addresses pertinent court decisions from the Pennsylvania Commonwealth, Superior and Supreme Courts, and the United States Supreme Court and explains legal issues directly impacting police procedures and the case preparation process.

**19-02 Unknown Risk Vehicle Stops (elective course – 3 hours)**

This three-hour elective course reviews the skills required to perform a traffic stop with a focus on officer safety. Officers review the practical application of basic concepts related to affecting an unknown risk vehicle stop. Methods of approaching the violator vehicle are reviewed in terms of best practices, keeping in mind officer safety features. How to read pre-attack clues and effective communication with people while maintaining a position of safety is discussed. Officers also review standard skills to be used in a sudden physical attack. Officer safety and well-being are an overriding theme.

**19-03 Advanced Interviewing Techniques (elective course – 3 hours)**

This three-hour course discusses how to sharpen the patrol officer's interviewing skills by recognizing when and how to apply advanced interviewing techniques when initially interacting with victims, witnesses, and suspects. Furthermore, this training focuses on the patrol officer who takes interviewing seriously by practicing good communication skills, along with acknowledging and embodying the characteristics that produce an effective interviewer.

**19-04 Criminal Technology and Electronic Evidence (Elective)**

This three-hour elective course discusses how technology has changed over the past decade with a focus on what types of technology are most frequently used in criminal enterprise and how to investigate accordingly. Instruction includes what electronic evidence and/or investigative information is available, how to collect it, and how to get it processed.



## Municipal Police Officers' Education & Training Commission (MPOETC) 2018 In-Service and Continuing Education Courses

**All Certified Municipal Police Officers must complete a minimum of 12 hours of approved in-service training from January 1 – December 31, 2018 that includes the REQUIRED course. The balance (9 hours) can consist of the approved optional courses listed below or on the list of [MPOETC Approved CLEE Courses](#).**

### **18-01 Legal Updates (Required course)**

A three-hour course to discuss significant pieces of legislation passed after July 1, 2016 that affect police operations and investigations, specifically changes and updates to the Pennsylvania Crimes Code, Vehicle Code, and Rules of Criminal Procedure. The training program also addresses pertinent court decisions from the Pennsylvania Commonwealth, Superior and Supreme Courts, and the United States Supreme Court and other federal courts and explains legal issues directly impacting police procedures and the case preparation process.

### **18-02 PJ Tactics and De-escalation Techniques (Optional course)**

A three-hour course to build on the core concepts of procedural justice and police legitimacy taught in 2017 Procedural Justice (PJ) and teach officers specific tactics and de-escalation techniques that support these concepts. Much of the material is drawn from existing courses such as Philadelphia's De- Escalation Techniques and Pittsburgh's Procedural Justice Tactical Legitimacy. Although optional, the course builds on the material taught to all officers in 2017 and provides more specific guidance and recommendations to officers facing a multitude of challenging situations. The end goal, as with 2017 PJ, is to teach officers how to build respectful and effective relationships with the community while improving officer safety.

### **18-03 Assessing and Planning for Active Assaults (Optional course)**

A three-hour course intended to develop police officer's ability to assist various community entities wishing to prepare for, prevent, and respond to active assaults. The intent of this training is not to replace other law enforcement active assault training but rather to bridge the gap between knowing how to respond as an officer and knowing how to assist in the development of active assault response plans in schools, businesses, etc. throughout the community. Training prepares officers to understand and conduct assessments, articulate the various first responder roles, and assist in the development of appropriate prevention and response plans.

### **18-04 Officer Safety - Detecting and Avoiding Ambush Situations (Optional course)**

A three-hour course to address office safety issues related to ambushes. Appropriate tactics, techniques, and procedures are discussed related to the full spectrum of officer interaction with the public. Specific focus is placed on identifying and detecting indicators of planned ambushes as well as identifying situations that lend themselves to spontaneous ambushes. Emphasis on the role of officer complacency during routine activities as well as discussions of effective responses during ambush situations round out the course.

## Municipal Police Officer's Education and Training Commission 2017 In-Service and Continuing Education Courses

**All Certified Municipal Police Officers must complete a minimum of 12 hours of approved in-service training from January 1 – December 31, 2017 that includes REQUIRED courses. The balance (6 hours) can consist of the approved optional courses listed below or on the list of MPOETC Approved CLEE Courses.**

### **17-01 Legal Updates**

(This course is REQUIRED for all MPO and must be taken in 2017)

This three-hour course discusses significant pieces of legislation passed after July 1, 2015 that affect police operations and investigations, specifically changes and updates to the Pennsylvania Crimes Code, Vehicle Code, and Rules of Criminal Procedure. The training program also addresses pertinent court decisions from the Pennsylvania Commonwealth, Superior and Supreme Courts, and the United States Supreme Court and other federal courts and explains legal issues directly impacting police procedures and the case preparation process.

### **17-02 Procedural Justice**

(This course is REQUIRED for all MPO and must be taken in 2017)

This three-hour course defines and explains the core concepts of procedural justice and police legitimacy and teaches officers how to build respectful relationships with members of the community while improving officer safety and their professional work environment. The training will discuss the research behind procedural justice, the benefits of incorporating procedural justice strategies, and techniques associated with implementing procedural justice tactics to improve community/police relationships. Waivers for this specific training requirement will be approved for MPO who completed other approved Procedural Justice courses resulting from the Presidential Task Force on 21<sup>st</sup> Century Policing.

### **17-03 Drug Overdose Response**

(This course is OPTIONAL for MPO)

This three-hour course addresses initial contact procedures for suspected or known opioid overdoses, individual physical assessment, evidence recognition and preservation, interviews, substance identification, and officer safety issues. The training program also includes information on the administration of Naloxone and meets the Pennsylvania Department of Health and Department of Drug and Alcohol Program's training standards required for officers to carry and administer Naloxone.

### **17-04 Intelligence Policing**

(This course is OPTIONAL for MPO)

This three-hour course examines the services provided by intelligence centers and the ways in which these services can assist police officers. The training program will help officers recognize the indicators of criminal and terrorist activity, understand the National Suspicious Activity Reporting Initiative, and develop their ability to appropriately recognize, report, and respond to threats within their community.



# Municipal Police Officer's Education and Training Commission

## **2016 Mandatory In-Service Training Program**

*Submitted by the MPOETC Training Committee and Training and Curriculum  
Development Section*

### **Legal Update: 16-201**

#### **Legal Updates (3-hour *Mandatory In-Service* course - \$15)**

This course will cover important legal issues that are important to municipal police officers throughout the Commonwealth. This course will also examine, review and explain significant court cases that are relevant to police officers in the Commonwealth of Pennsylvania. The overall goal of the curriculum will be to demonstrate how these cases have a direct impact on how police officers perform their duties.

The training program will cover topics such as:

- Changes and updates to the Crimes Code
- Changes and updates to the Vehicle Code
- Changes and updates to the Rules of Criminal Procedure
- Changes to other statutes related to law enforcement

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### **Use of Force: 16-202**

#### **Use of Force (6-hour *Elective Continuing Law Enforcement Education* course - \$30)**

This course will provide law enforcement officers with an understanding of the legal and practical parameters for using force. It addresses basic concepts effecting use of force such as legal concerns, mental preparation, and documentation. This course also discusses what can happen physically and mentally to an officer during a use of force incident as well as what can happen after a use of force encounter, not only to the police officer, but to the department and community?

The goal of this course is to provide police officers with the information and knowledge they need to ensure that are making informed discusses regarding use of force encounters.



## **Tactical Medicine: 16-203**

### **Tactical Medicine (3-hour *Elective Continuing Law Enforcement Education* course - \$15)**

The course provides for classroom training and practical exercises to increase officer and public safety by introducing police officers to the principles and processes of Tactical Combat Casualty Care for law enforcement officers.

Upon successful completion of the course, officers will be able to:

- Recognize the components of the acronym “THREAT” as they apply to tactical medicine. (Threat suppression, Hemorrhage control, Rapid Extrication to safety, Assessment by medical providers, Transport to definitive care.)
- Describe the proper protocol and methods of applying a tourniquet to control severe extremity hemorrhaging.
- Describe techniques for hemorrhage control that are not amenable to tourniquets, including hemostatic agents and pressure dressings.
- Discuss penetrating injuries to the torso or airway and their management.
- Identify methods of assessing a casualty including remote assessment.
- Identify the medical considerations that influence tactical planning for officer rescue.
- Discuss “Care in Custody” issues.

# Municipal Police Officers' Education and Training Commission

## 2015 Mandatory In-Service Training Program

Submitted by MPOETC Training  
Committee and Training and Curriculum  
Development Section

### Course Descriptions:

#### Required and Legal Track 3-hour Required Course

##### **15-201 Legal Update**

This is a three-hour Mandatory In-Service Training (MIST) course. The block of training is a staple in the MPOETC MIST Program and will cover important legal issues affecting and that are important to municipal police officers throughout the Commonwealth.

This training program will cover topics such as:

- Changes and updates to the Crimes Code;
- Changes and updates to the Vehicle Code;
- Changes and updates to the Rules of Criminal Procedure, and,
- Changes to other statutes related to law enforcement.

This course will also examine, review and explain significant court cases that are relevant to police officers in the Commonwealth of Pennsylvania. The overall goal of the curriculum will be to demonstrate how these cases have a direct impact on how police officers perform their duties. Other goals of this course are to improve officer safety, increase convictions, and reduce civil liability.

This module will also address any other unique legal issues that might develop.

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#### Patrol and Officer Safety Track 3-hour Required Course

##### **15-202 Civil Issues** Three-hour course

Summary of Content: Topics including, but not limited to, Landlord Tenant Issues, Custody Disputes, Open Carry, Identity Theft, Contractor Fraud and Megan's Law. This course will address the specifics of the Landlord Tenant Act and how this law is applied to disputes. This course also proposes steps police officers could take in resolving disputes between tenants and their landlords. Moreover, this course addresses common custody disputes and suggests possible courses of action for police officers to take.

Teaching Methods: The instructors will use lecture and guided discussions to address common disputes along with suggested courses of action. Classroom exercises will be used to provide guidance in resolving these disputes and types of civil issues. Video scenarios addressing common disputes and suggested courses of action are also used to supplement lecture and discussion material.

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## **Criminal Investigation Track**

3-hour Required Course

### **15-423 H u m a n Trafficking**

Three-hour course

Human trafficking is a modern-day form of slavery, widespread throughout the United States. Trafficking of humans is a large criminal industry in the world. Many victims of trafficking are made to engage in prostitution, pornography, or exotic dancing. Trafficking also occurs in forms of labor exploitation, such as domestic servitude, or restaurant work, sweatshop factory work or migrant agricultural work.

Victims of trafficking may look like many of the people coming for assistance every day. Victims are young children, teenagers, men and women. This course will assist officers to identify potential victims and also look at such tactics as force, fraud, and coercion which are used to press victims into lives of servitude and abuse. The course will also look at support techniques provided for the victims.

# MPOETC 2014 MIST Program - Course Descriptions

## **Legal Updates - 14-201**

Three-Hour Required Course

This is a three-hour Mandatory In-Service Training (MIST) Program course. The block of training is a staple in the MPOETC MIST Program and will cover important legal issues affecting and important to municipal police officers throughout the Commonwealth.

This training program will cover topics such as:

- Changes and updates to the Crimes Code
- Changes and updates to the Vehicle Code
- Changes and updates to the Rules of Criminal Procedure
- Changes to other statutes related to law enforcement

This course will also examine, review and explain significant court cases that are relevant to police officers in the Commonwealth of Pennsylvania. The overall goal of the curriculum will be to demonstrate how these cases have a direct impact on how police officers perform their duties. Other goals of this course are to improve officer safety, increase convictions, and reduce civil liability.

This module will also address any other unique legal issues that might develop in 2013.



## **Invisible Wounds: Traumatic Brain Injury & Post-Traumatic Stress – 14-337**

3-hour Course

In the fall of 2012, the Pennsylvania Legislature passed a law that required the Commission, in cooperation with the Department of Military and Veterans Affairs, the Department of Health, and other agencies with expertise in the field of traumatic brain injury (TBI) and post-traumatic stress disorder (PTSD), to assess the training needs of police officers in recognizing and interacting with veterans and other individuals suffering from TBI or PTSD. The legislation also stipulated that if the Commission determined that training was needed in this area, the Commission would develop a training program to be available to all police officers in Pennsylvania. This training course is the result of that legislative initiative.

This three hour course will provide instruction on the nature, prevalence, and indicators of traumatic brain injury and post-traumatic stress disorder, and offer preferred ways to respond to such individuals.



## **Crimes against the Elderly: Transient Criminal Groups – 14-421**

Three-Hour course

Every week we see cases where senior citizens and other vulnerable people are victimized. Many of these crimes are committed by transient criminals who specifically target vulnerable victims. The crimes may take the form of an elderly person being “scammed” on home repairs, driveway work or chimney repairs. Many times while the transient criminal is scamming the victim on the repairs, they also keep them occupied while an unseen accomplice slips into the house and steals the victim’s jewelry and life savings. In other cases, the crime starts with a knock on the door and the victim answers to see someone who appears to be a utility worker. This “worker” may have a hard hat on, a safety vest and even some sort of ID card attached to his clothing. The “worker” tells the victim that he works for the water company and that there is a “leak down the street” and he needs to test his/her water to make sure it hasn’t become contaminated. The victim allows the “worker” into the house and then follows him into the basement. Once in the basement the “worker” has the victim turning the water faucet off and on while he talks on a phone or radio. What the “worker” is doing is telling his accomplice that he left the door unlocked and that he has the victim occupied in the basement. The accomplice then enters and steals their valuables.

These crimes have a devastating effect on senior citizens. Some have lost their life savings in this manner and jewelry that they accumulated over a lifetime. Even more devastating than the economic loss is the loss of their sense of security. No longer do they feel safe in their own homes and they fear the loss of their independence. They don’t understand how they could have been “so stupid” and all too often this initiates a downward spiral that ends with their demise.

This course will identify the victims and perpetrators of these crimes, how to identify and investigate these crimes, and resources that patrol officers and detectives can use in their investigations.



## **Technology Update: Introduction to Social Media - 14-422**

Three-hour Course

This 2014 course will address many of the topics that were requested in our 2012 Training Needs Survey as well as those suggested during our discussion at the MPOETC Training Committee meeting on December 5, 2012. This Technology Update will address Internet Crimes, Online Investigations for Patrol Officers, Social Networking, and Facebook and Twitter Investigations. It will look at the positive influence of using Social Networking as a law enforcement tool.

The evolution in consumer electronics has caused an exponential growth in the amount of mobile digital data storage devices such as cell phones, digital cameras, iPods, BlackBerrys, and GPS units. The intentional or inadvertent recording and storage of digital data can be the subject of forensic investigation. This course is not designed to instruct patrol officers and investigators in the recovery of such data but rather provide them with information as to what data may exist on a variety of devices and the techniques designed to preserve this information. This class will address technology, crime trends, terminology, and applicable Pennsylvania and Federal statutes and cases. It will also address search and seizure issues related to the seizure of and the retrieval of information contained within these devices.

# **2013 MPOETC Mandatory In-Service Training Program Course Descriptions**

The Municipal Police Officers' Education & Training Commission (Commission) approved four mandatory in-service training (MIST) courses for delivery in classroom and web based format. Municipal police departments and eligible law enforcement agencies with arrest authority whose officers attend the classroom format will be charged \$14.85 per course for each officer. Courses taken online will be offered at no cost. Legal Updates, Threat Assessment and Management, Managing Public Events, and Emergency Vehicle Operation are courses included in the 2013 curriculum. The Pennsylvania Virtual Training Network (PAVTN) will be the delivery platform for officers to utilize when taking online courses. The online course format is modular, interactive and scenario driven. Participants enrolled in online courses will be able to leave and resume the course where they left off.

The registration process for online MIST is separate from the process to register for other training currently available through the PAVTN. Chiefs of Police and/or their designated training officers shall register their officers through the Pennsylvania Chiefs of Police Association to take all four courses or part of the in-service training curriculum online.

Commission-certified schools will continue to provide a monthly schedule of classes. Chiefs of Police or designee should contact the Commission school for their registration procedures.

## **Required and Legal Track**

**Course 13-201      Legal Update      Three-Hour Course**

This is a three-hour Mandatory In-Service Training (MIST) course covering important legal issues affecting and important to municipal police officers. This training program will cover topics such as:

1. Changes and updates to the Crimes Code
2. Changes and updates to the Vehicle Code
3. Changes and updates to the Rules of Criminal Procedure
4. Changes to other statutes related to law enforcement.

Through this course, Instructors will examine, review and explain significant court cases relevant to police officers in the Commonwealth of Pennsylvania. The overall goal of the curriculum is to demonstrate how the outcome of these cases directly impacts how police officers perform her or his duties. Additional goals of this course are to improve officer safety, to increase convictions, and to reduce civil liability to police departments. Other content included through this module provides discussion relating to any other unique legal issues that developed in 2012.





## **Patrol and Officer Safety Track**

### **Course 13- 334     Threat Assessment & Management**

Three-Hour Course

Assessing and managing communicated and unspoken threats related to school /workplace violence, sexual crimes, stalking, cybercrimes (cyber stalking), domestic violence, and terrorism is an important component of police response.

This course will address threat assessment principles, the process of identifying and analyzing threats, and the importance of devising interview/interrogation strategies which can assist the officer/investigator in their approach to threat cases. Participants will be provided with opportunities to review and analyze various samples of communication.

Officers will learn to recognize and manage,

1. Violence assessment (behavioral antecedents, indicators & patterns of escalation towards targeted violence);
2. Evaluation of threatening, intimidating, and harassing statements/behaviors;
3. Analysis of stalking behavior;
4. Interview strategies for perpetrators and victims;
5. Consultation with mental health professionals; and
6. Recommendations for interviews, collecting, and evaluation critical collateral data regarding the threats.



### **Course 13-335     Managing Public Events**

Three-Hour Course

This course will provide examples of different types of public events and the challenges associated with managing them. Discussion will address protest groups, civil rights / social groups, public rallies, sporting event celebrations. Constitutional and tactical suggestions regarding the management of such demonstrations including crowd management/control tactics and logistics will be provided.

Video footage will be used to illustrate challenges posed by such events. Participants, using a case study, will practice how to apply principles addressed during instruction.



### **Course 13-336     Emergency Vehicle Operation - Remain in Control**

Three-Hour course

This course will reinforce the importance of safe driving techniques and the need to be a focused driver. The course will focus on perceptual driving, night driving, vehicle inspections before the start of duty, driving in different types of weather, the use of seat belts, as well as the liability risks to the officer and the department. Additionally, this course will focus on the importance of



pursuit policies, review new Vehicle Code laws and pertinent case law that can affect pursuit and emergency response driving policy and procedures. The course will also contain information from the Below 100 initiative to reduce line of duty police deaths.



# MPOETC 2012 MIST Program - Course Descriptions

## 1. Legal Update: 12-201

This is a three-hour Mandatory In-Service Training (MIST) required course for all MPOETC certified police officers in Pennsylvania. This course is designed to provide law enforcement officers with an update in the following areas:

A review of significant law changes occurring between July 1, 2010 and June 30, 2011 in the following Commonwealth of Pennsylvania statutes:

- Crimes Code
- Vehicle Code
- Rules of Criminal Procedure
- Pennsylvania Code

The course will also include a review of significant U.S. Supreme Court, PA Supreme Court, PA Superior Court, and PA Commonwealth Court case law, based on decisions available from July 1, 2010 to June 30, 2011. The goal of the section will be to demonstrate how these cases have a direct impact on how police officers perform their duties.

This Mandatory In-Service Training (MIST) Program course offering will be available in the classroom for Act 120 certified officers, and other law enforcement officers required to attend the training as a condition of their employment based on the police powers vested in them by their respective enabling legislation. The course will also be available on-line for police officers with Act 120 certification, as well as the previously described law enforcement officers, provided their agency head or designated training officer submits a list of eligible officers to the Pennsylvania Chiefs of Police Association (PCPA) through protocols established by the Municipal Police Officers' Education and Training Commission (MPOETC) and the PCPA. On-line MIST training for eligible officers will be available through the Pennsylvania Virtual Training Network (<http://pavtn.net>) in 2012 with a late February projected starting timeframe.



## 2. Search and Seizure: 12-419

This is a three-hour elective course for all MPOETC certified police officers in Pennsylvania. This course was developed to review and share legal principles regarding search and seizure issues.

This course will cover topics from the development of the United States Constitution to writing a search warrant. Also, this course will explain the exceptions to the search warrant requirement. In addition, significant cases will be discussed that have an impact on search and seizure issues.

This Mandatory In-Service Training (MIST) Program course offering will be available in the classroom for Act 120 certified officers, and other law enforcement officers required to attend the training as a condition of their employment based on the police powers vested



in them by their respective enabling legislation. The course will also be available on-line for police officers with Act 120 certification, as well as the previously described law enforcement officers, provided their agency head or designated training officer submits a list of eligible officers to the Pennsylvania Chiefs of Police Association (PCPA) through protocols established by the Municipal Police Officers' Education and Training Commission (MPOETC) and the PCPA. On-line MIST training for eligible officers will be available through the Pennsylvania Virtual Training Network (<http://pavtn.net>) in 2012 with a late February projected starting timeframe.

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### **3. Effective Communications: 12-420**

This will be an intensive three-hour training course on an important topic that can impact community relations, the officer's ability to articulate and document the facts of a case and on presenting the case in the courtroom.

Being able to communicate effectively is a necessary and vital part of every police chief, law enforcement manager, first line supervisor, and patrol officer's job. Effective communications can produce several positive outcomes and can be used to inform, persuade, diffuse, guide, motivate, re-assure and negotiate. In contrast, ineffective communication can result in confusion, wrong conclusions, negative stereotypes, frustrations, anger, hostility, aggression and even physical confrontation. Police routinely communicate in every facet of their job, not only when they interview and interrogate individuals, but also in their interactions with the public, professionals in other fields, and their co-workers.

This elective course will address the ability of officers to engage in interpersonal communications by: focusing on the communication process, non-verbal communication and the officer's listening skills in an ethnically, racially and generationally diverse community.

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### **4. Officer Safety Awareness XIV: Mobile & Targeted Assaults: 12-333**

This three-hour elective course will provide a brief review of incidents occurring at Virginia Tech, North Hollywood, Beslan, Russia, and Mumbai, India in an attempt to illustrate different types of targeted attacks, and the challenges faced by first responders to these events.

The course will then emphasize officer safety concerns when discussing basic formations, movements, and response tactics officers can use in their approach to and management of an active attack. Response team responsibilities and tactics are addressed, as well as a discussion of various equipment considerations.

Finally, defensive tactics employed by an injured officer and the principles of on-scene tactical emergency medical treatment including personal injury management will be discussed. This course will also use video footage, case studies, structured exercises, and facilitation to examine attacks such as these and their implications for police officers.



# MPOETC 2011

## Mandatory In-Service Training Program

Based on a recommendation from the In-Service Training Committee, the Commission has approved the following courses for the 2011 Mandatory In-Service Training Program Curriculum:

### *Course Descriptions*

#### **Required Track**

#### **11-201 – Legal Updates**

##### **3-hour Required Course**

This is a three-hour Mandatory In-Service Training (MIST) course. The block of training will cover important legal issues affecting and important to municipal police officers throughout the Commonwealth.

This course will cover topics such as:

- Changes and updates to the criminal law
- Changes and updates to the vehicle law
- Changes and updates to the Rules of Criminal Procedure
- Changes to other statutes related to law enforcement.

This course will also examine, review and explain significant court cases that are relevant to police officers in the Commonwealth. The goal of the curriculum will be to demonstrate how these cases have a direct impact on how police officers perform their customary duties. Thus, improving officer safety, increasing convictions, and reducing liability.

This module will also address any other unique legal issues that might develop in 2010.



#### **11-202 Career and Personal Survival II**

##### **3-hour Required Course**

This is a three-hour required course designed to provide officers with a blue-print for career and personal survival, and to keep the law enforcement profession as it was designed to be, equitable, respectable, and honorable. The goal of this course is to encourage officers to think critically and carefully about their behaviors, decisions and values in comparison to the Law Enforcement or Departmental Code of Ethics. It is scenario based, and will explore challenging ethical dilemmas officers may encounter during their careers.

## **Crime Investigation Track**

### **11-417 Investigatory Uses of Digital Data Storage Devices**

**3-hour Elective Course**

#### **Summary of Content:**

The evolution in consumer electronics has caused an exponential growth in the amount of mobile digital data storage devices: Cell Phones, Digital Cameras, I-Pods, BlackBerrys, and GPS units are but some of the devices which record and store data electronically. The intentional or inadvertent recording and storage of digital data can be the subject of forensic investigation. This course is not designed to instruct patrol officers and investigators in the recovery of such data but rather provide them with information as to what data may exist on a variety of devices and the techniques designed to preserve this information. This class will address Technology, Crime Trends, Terminology, and applicable Pennsylvania and Federal Statutes and Cases. It will also address Search and Seizure issues related to the seizure of and the retrieval of information contained within these devices.



### **11-418 Domestic Violence Risk and Decision Making**

**3-hour Elective Course**

The main topics to be addressed in this three-hour elective course are Tactical Decision Making, and Domestic Violence Risk Assessment.

#### **Summary of Content:**

##### **A. Strategic & Tactical Decision Making**

1. Tactical Decision Making Principles will include: Characteristics of crisis; and the decision making process.
2. Tactical Principles will be examined, including but not limited to: Terrain Analysis; Situational Awareness; Focus of Effort; Threats (Implied, Expressed); Decision Points & Trip Wires; Risk Management Matrix; and Identifying possible options
3. A Decision Matrix will be examined along with Criteria for assessment / decisions.
4. After presenting tactical decision making section, participants will be provided with opportunity to apply decision making principles to a domestic violence scenario.

##### **B. Domestic Violence Risk**

1. Factors that increase the risk of domestic violence will be identified through a structured exercise. These factors will be further explained by providing concept briefs and/or brief lecture material.
2. Participants will examine how and when risk factors can be assessed.
3. Participants will examine how the risk assessment process can be used to facilitate victim security planning and referral.



# MPOETC 2010

## Mandatory In-Service Training Program

Based on a recommendation from the In-Service Training Committee, the Commission has approved the following courses for the 2010 Mandatory In-Service Training Program Curriculum:

### *Course Descriptions*

#### **Required Track**

#### **10-201 – Legal Update:**

#### **Best Practices and Current Issues for Law Enforcement**

**3-hour Required Course**

This is a three-hour Mandatory In-Service Training (MIST) course. The block of training will cover legal issues affecting and important to municipal police officers throughout the Commonwealth.

This course will cover topics such as:

- Changes and updates to the criminal law
- Changes and updates to the vehicle law
- Changes and updates to the Rules of Criminal Procedures
- Changes to other statutes related to law enforcement officers.
- Best Practices: Use of Force

This course will also examine significant court cases that are relevant to police officers in the Commonwealth. The goal of the curriculum will be to demonstrate how these cases have a direct impact on how police officers perform their customary duties; thus, improving officer safety, convictions, and reducing liability. This module will also address any other unique legal issues that might develop in 2009.



#### **10-202 Use of Force in Law Enforcement**

**3-hour Required Course**

One of the most difficult decisions a police officer has to make is those involving the use of non-lethal, less lethal or deadly force. It is also one of the most controversial issues facing society and police today.

One of the goals of this course is to provide police officers with an update on the Use of Force in a workshop format. Another goal is to provide the student with a

refresher course on basic legal concepts and principles concerning the proper use of force in law enforcement.

In addition, conventional use of force training in law enforcement has focused on a logical progression through the stages of the Force Continuum. This course will focus on the de-escalation of force and highlight documenting and testifying about a use of force incident.

*Cross-References: 91-103, 93-202, 97-311, 06-201*

## **Patrol Track**

### **10-332 Initial Responses to Police Incidents**

#### **3-hour Elective Course**

This is a refresher course designed to re-acquaint patrol officers with the basic skills relating to Police Incident Security & Scene Preservation, Interviewing Victims, Witnesses and Suspects, and capturing the necessary information to complete a proper Police Report.

- It will address the basics for the first responding officers arriving at homicides, shootings, robberies, serious traffic accidents, and other major incidents. Many complaints by investigators, administrators and prosecutors stem from un-secured scenes, officers handling and moving evidence or possibly walking or driving through scenes.
- Participants will also recognize the traits of a successful interviewer, and will have opportunities to refine their own techniques for interviewing witnesses, complainants, and suspects.
- They will identify and demonstrate the characteristics of a good report, as well as the qualities of an effective police witness.
- The course will exam some of the techniques used to attack and discredit police officers on the witness stand and how to avoid being caught unprepared.

This proposed course will consist of lecture, audio-visual media, and facilitated activities that will allow participants to practice their skills. This topic was noted on written suggestions obtained during the instructor training seminars for the 2007, 2008 and 2009 programs when we polled the various classes for input on topics. This course proposal also addresses some of the concerns and suggested topics forwarded to the Commission by the PA Chiefs of Police Association.

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## **Crime Investigation Track**

### **10-416 Contemporary Forensics**

#### **3-hour Elective Course**

This course will address the recognition of sources of evidence and the types of information, identification or classifications that can result from various types of evidence. The course will in part, be presented in a “scenario & test” format followed by concept briefs/section lectures.

Specific topics will include, but not be limited to:

- Fingerprints- from what types of surfaces can prints be obtained; mention the various types of processing agents used for different surfaces;
- DNA analysis- the various types of evidence that can provide DNA- some bodily fluids, skin, hair, bones, etc.;
- Tool, tire, shoe, teeth marks;
- Paint, glass, metal, soil, vegetation evidence.

Use of technology aids such as; alternate light sources, luminal, GSR and sexual assault kits.

The nature and capabilities of computerized systems –

- AFIS
- CODIS
- Firearms Databases
- VICAP

An added benefit to developing this course would be that it could serve as a partial basis for revising the basic curriculum section on Criminal Investigation.

## **MPOETC 2009 MIST PROGRAM - COURSE DESCRIPTIONS**

Based on a recommendation from the In-Service Training Committee, the Commission has approved the following courses for the 2009 Mandatory In-Service Training Program Curriculum:

### **09-201 – Legal Update: Best Practices and Current Issues for Law Enforcement**

#### **3-hour Required Course**

09-201 – Legal Update: Best Practices and Current Issues for Law Enforcement

3-hour Required Course

### **09-201 – Legal Update: Best Practices and Current Issues for Law Enforcement**

#### **3-hour Required Course**

This three-hour Mandatory In-Service Training (MIST) course covers legal issues affecting municipal police officers throughout the Commonwealth. The course, a required class in the MIST curriculum over the past eighteen years, will cover topics such as, new criminal and traffic laws, Rules of Criminal Procedure updates, and changes in other statutes related to law enforcement.

The 2009 course will update municipal police officers on "best practices" which may be used in subject areas such as, Eyewitness Identification, Custodial Interrogations, Informant Testimony, Forensic Science, Strip Searches and it will provide an overview of Pennsylvania's Statewide Automated Victims Information and Notification Service (PA SAVIN).

The course will also address landmark United States Supreme Court opinions and current Pennsylvania court decisions regarding Search and Seizure as well as other pertinent criminal and traffic case law.

### **09-329 – Officer Safety Awareness XIII – Police Stress Awareness 3-hour Elective Course**

No matter the color of their uniforms, police officers walk a thin blue line every day. Sometimes that line itself can wear an officer's psyche thin to the point of breaking. Studies show that men and women involved in law enforcement have among the highest rates of divorce, alcoholism and suicide. On average somewhere in America, a law enforcement officer is killed in-the-line-of-duty every 54 hours. Law enforcement officers often pay

another price that doesn't make the headlines or most statistics, yet it is one that still destroys lives. Stress is law enforcement's hidden assailant. Police work itself can be a killer.

Section 1 will examine the causes of police stress; including physiological and psychological stressors and methods of coping with them including: nutrition, exercise, and adjusting sleep patterns that can impact on overall health and wellness.

Section 2 will review the physical, behavioral, and emotional effects of stress.

Section 3 will discuss CISD and CISM. Critical Incident Stress De-Briefing (CISD) is a specific technique designed to assist others in dealing with the physical or psychological symptoms that are generally associated with trauma exposure. Debriefing allows those involved with the incident to process the event and reflect on its impact. Critical Incident Stress Management (CISM) is an adaptive short term helping process that focuses solely on an immediate and identifiable problem to enable the individual(s) affected to return to their daily routine(s) more quickly and with a lessened likelihood of experiencing post-traumatic stress disorder. 2

## **09-330 – Crisis and Emergency Management**

### **3-hour Elective Course**

This course will address the following topical areas:

1. Procedures for declaring a state of emergency in the Commonwealth of Pennsylvania
2. Role and responsibilities of police officers during a declared state of emergency.
3. Statutory biases for police actions, use of force, and any special responsibilities.
4. Continuity of Operations Plans.
5. Continuity of Government Plans.
6. Coordination of efforts between law enforcement, Department of Health, PEMA, and the Office of the Governor of Pennsylvania.
7. Role of police relating to Strategic National Stockpile security and distribution issues.
8. Role of police relating to voluntary and involuntary Isolation and Quarantine orders.

Statutory

authority Statutory

authority

- Use of force

issues Use of

force issues

- Remedies for non-compliance with declared orders

9. Use of resources such as:

Remedies for non-compliance with declared orders

9. Use of resources such as:

- Federal-Center for Disease Control; FEMA; Health & Human Services

Federal-Center for Disease Control; FEMA; Health & Human Services

- State- Department of Health; PEMA

10. Applicable Federal and State Statutes and Case Law

The principles and topical areas listed above will be presented and debriefed using case studies, current examples and realistic scenarios. These scenarios could include, but not be limited to:

State- Department of Health; PEMA

10. Applicable Federal and State Statutes and Case Law

The principles and topical areas listed above will be presented and debriefed using case studies, current examples and realistic scenarios. These scenarios could include, but not be limited to:

- Pandemi

c flu;

Pandemic

flu;

A terrorist attack using a biological agent; and

A terrorist attack using a biological agent; and

A natural

disaster A natural

disaster

## **09-331 – Off Duty Decision-making**

### **3-hour Elective Course**

Officer safety is not limited to the duty life of an officer. This interactive course examines police responses to off-duty encounters, to include the decision making process, and will provide tips for an officer's survival in these situations. It stresses the need for a plan of action, whether it is simply calling 911 or making a decision to take further action. Preparation is stressed throughout the course.

The course will encourage officers to have "family plan" of action when family members are present during an off duty encounter. Officers should train their families on what actions to take so that they can devote their time to neutralizing the threat and keeping everyone safe.

The course includes a section on protecting the officer and his/her family from retaliation.

The following course descriptions represent all mandatory In-Service Courses offered to date. All courses, excluding Legal Update courses and courses provided during 1991, may be available for instruction through a certified academy. Please contact a certified academy in your geographic area for specific information on availability.

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08-201 - Legal Update. This is a three-hour mandatory course discussing legal issues affecting municipal police officers throughout the Commonwealth. This course, a staple in the MIST curriculum, will cover new criminal and traffic laws, Rules of Criminal Procedure updates, and changes in other statutes related to law enforcement. In addition, the 2008 course addresses landmark United States Supreme Court opinions and key Pennsylvania court decisions regarding Search and Seizure, and other pertinent criminal and traffic case law.

08-202 - Radical Islam: A Law Enforcement Primer.

This three-hour mandatory course provides an overview of factors and issues relating to a radical view of Islam. Topical areas include:

- roots of radical ideology
- principles, justification, and concepts of radical Islam and what they mean to the police officer
- concepts of Jihad, and martyrdom and their implications for law enforcement activities
- recognizing groups that follow a radical philosophy

08-327 - Street Encounters - Investigator y Detention and Warrantless Searches. This is a three-hour elective, scenario-based block of instruction aimed at the officer on the street. Legal concepts that will be addressed include: Reasonable Suspicion, Probable Cause, "Terry" Stops, Car Stops, Investigatory Detention vs. Arrest, and Exceptions to Search Warrant Requirements. The scenario based training is based on video clips depicting common "street encounters" and allow student/instructor interaction which will reinforce an officer's knowledge of the topic and allow for officer input and discussion while adhering to pertinent case holdings.

08-328 - "Games Criminals Play": Unusual Weapons & Concealment (3-hour elective course)

Criminals can be quite innovative in their attempts to conceal their illegal activities, to evade detection and arrest from law enforcement. They routinely have secret compartments built into their attire, vehicles and homes to hold weapons, contraband and currency.

This course is designed to inform and alert law enforcement officers to the items available to suspects that pose a risk to officer safety and to the creativity of suspects. It is imperative that police officers learn and adapt to new tricks and techniques that endanger police officers across the Commonwealth. This course will focus on officer safety issues while examining tricks and techniques criminals use to:

- Resist arrest,
- Hide weapons and contraband on their bodies,
- Hide weapons and contraband in their vehicles and homes,
- Escape from controlled custody,
- Disarm police officers,

- Attack and assault police officers,
  - Gather intelligence on police officers, and
  - Train with firearms.
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(07 - 201) Legal Update (3 hour required) - This is a three-hour mandatory course that covers legal issues affecting municipal police officers throughout the Commonwealth. This course covers new criminal and traffic laws, Rules of Criminal Procedure updates, and changes in current statutes related to law enforcement. The 2007 course also addresses United States Supreme Court opinions and Pennsylvania court decisions regarding Search and Seizure as well as other pertinent case law.

(07 - 326) Gang Awareness/Identification (6 hour) - Gang violence is a growing concern for law enforcement in Pennsylvania, not only in the larger cities, but in many smaller communities as well. The gang phenomena is not exclusive to the west coast, and "super" gangs such as the Bloods, Crips, Netas, Latin Kings, and MS-13's have settled in PA. Outlaw Motorcycle Gangs such as the Pagans and Warlocks have a much longer history in the state and are still very active. More recently, groups such as the Outlaws and the Hells Angel's, as well as smaller "duck" clubs showing allegiance to the larger clubs, are presenting challenges to law enforcement. With the expansion of gangs, more and more Law Enforcement Officers will come in contact with these individuals.

In order to protect themselves and others from potential violence, officers should be able to identify gang members and be familiar with the numerous criminal activities in which they are involved. This six hour course is designed primarily to provide law enforcement officers with the necessary skills to recognize gang members, to include both street and motorcycle gang members. This presentation will also examine how to safely interact with these individuals and recognize their dangerous verbal and non-verbal communications.

(07 - 415) Identity Crimes (3 hour) - This class will examine the nature, extent, and impact of Identity Crimes including Identity Theft, access device fraud, and check fraud. Course content will address common methods of committing ID crimes including: dumpster diving; credit card skimming; mail theft; the use of pre-approved credit card applications, phishing, and pharming. Discussions will address common activities that use identity crimes such as individual criminals, criminal enterprises, and terrorist groups. Investigative procedures will be examined including the filing of an initial police report, filing an FTC Identity Theft Affidavit, and working with Credit Bureaus. Investigative resources that will be discussed include the Role of Financial Crimes Enforcement Network (FINCEN) and its 'Project Gateway,' the Federal Trade Commission and its 'Consumer Sentinel,' and the U.S. Secret Service and its 'E-Information Network.'

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(06-202) Current Issues in Homeland Security - 6 hour course - This course will cover the following topics:

- Consular Notification and Access??? and? Counter-terrorism resources - Approximate - 1 hour

- o Police officers in the USA are governed by procedures relating to notifying foreign consulates when detaining or arresting foreign nationals. This section would review the procedures and requirements pertaining to this type of notification. This section will also address counterterrorism initiatives such as the Terrorism Screening Center - description of center, component systems, capabilities, and access procedures, the Strategic National Stockpile, and the Pre-Positioned Equipment Program.

- **Introduction to Suicide & Homicide Bombings - Approximate - 2 hours**
  - o Examines issues pertaining to responding to suspected suicide bombing incidents. This section can also discuss issues related to profiling, use of force, as well as identification of countermeasures.
- **National Incident Management System - Approximate - 3 hours**
  - o Examines the NIMS system, structure, and its various components.

**(06-201) Legal Issues - 6 hour course - expands beyond the traditional legal update course to include more in-depth information in some areas such as the ones listed below.**

- **Legal changes affecting municipal police officers including new criminal and traffic laws, changes in criminal and traffic laws, juvenile law, general case law and vehicle case law**
  - Law Enforcement Officer s Safety Act (LEOSA) Crime
  - Victims Act
  - Use of Force Update

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**(05-201) Legal Update (3 hour required)**

This is a 3 hour mandatory in-service course that covers legal changes affecting municipal police officers. This will cover new criminal and traffic laws, changes in criminal and traffic laws, search and seizure case law, general case law and vehicle case law.

**(05-325) Recognition of Explosive Devices and Components (3 hour elective)**

Terrorist activities both domestically and internationally have included the use of explosives and improvised explosive devices.

While most police officers are not trained to defuse or dispose of explosive devices, they should be trained to recognize essential components of explosive devices. Such recognition would be beneficial in detecting thefts of explosives and explosive components, recording information when preparing search warrants, and recognizing such items while conducting arrests, searches, vehicle stops, and investigatory detentions.

**(05-323) Clandestine Methamphetamine Labs (3 hour elective)**

According to the Drug Enforcement Administration (DEA), "Meth" is a growing domestic threat in the United States . It is illegally produced by "cooks" who make powder methamphetamine in small independently operated makeshift or tabletop laboratories. These labs have been described as extremely dangerous "chemical time bombs".

This is a suggested course from the PSP - Bureau of Drug Law Enforcement. PSP is experiencing the yearly "doubling effect" of illegal methamphetamine laboratories in Pennsylvania , consistent with the National trend. The likelihood of a police officer encountering a clan lab during a routine traffic stop or a domestic service call is a real possibility in policing today. This course was designed to train police officers to recognize the signs and potential dangers of clandestine methamphetamine lab.

**(05-324) Officer Safety XII - Accidental Line-of-Duty Deaths (3-Hour elective)**

Over the years, many courses have been given to ensure that officers conduct felony car stops in a prescribed manner; handcuff unruly offenders according to safety policies and retain their weapons when dealing with dangerous criminals. However, officers have received little or no training explaining the forces and circumstances that contribute to accidental deaths.

Indeed, the number of officers who die accidentally on duty has surpassed the number of officers killed with criminal intent in some years. These numbers become more disturbing and of even greater concern when seen in a broader context. Many officers are involved in various types of on duty accidents that do not result in their death. Unacceptable numbers of these officers are confined to beds, wheelchairs, or otherwise totally disabled.

Module 1 contains the course introduction and will examine the circumstances that contribute to an officer's accidental death involving vehicle crashes during emergency response, and pursuit driving situations. This section will also discuss strategies for preventing or reducing crashes.

Module 2 will examine traffic stops and situations in which officers are struck by vehicles. This section will also include recommendations for officer safety on traffic stops using the acronym "S.T.O.P." as a reminder to take safety precautions to prevent accidental deaths and injuries on vehicle stops.

Module 3 will provide information on officer safety issues related to subject contacts and health hazards.

Module 4 will discuss behavioral descriptors that contribute to accidental deaths among officers such as, the "Invincibility Syndrome" - *It will never happen to me!* These officers seemed to possess an increasing feeling of invincibility when inside a departmental vehicle. A sense of invincibility often accompanies a higher level of risk-taking behavior.

Module 5 will address officer injuries and deaths in training accidents.



#### **(04-201) Legal Update (3 hour required)**

This course will maintain the format and focus of previous Legal Update courses by addressing changes in Criminal Statutory Law, Rules of Criminal Procedure, and the Vehicle Code. Pertinent Case Law pertaining to the above issues will also be discussed.

#### **(04-321) Crimes Against Children (3 hour elective)**

Child victims are increasingly common place; particularly child victims of sexual related crimes. The contact the child has with law enforcement can be extremely traumatic and law enforcements response must be appropriate to minimize the trauma and present a defensible case to the court.

This course will focus on basic child development issues, understanding a child's response to trauma, what questions to ask (and not ask), how to advise the parents/caretakers of the child, the officer/investigator's role in the physical examination of the child, the role of child advocacy centers, how to prepare a child for the court process and how to win such a case from the preliminary hearing through the appeal process.

This course will also have a video produced by MPOETC that depicts an appropriate interview with a young child. Resources will also be provided that officers/departments can copy and give to parents and children.

#### **(04-322) Incident Command System (3 hour elective)**

This course will examine the essential components of the Incident Command System as it pertains to critical incidents such as acts of terrorism. Although other MPOETC courses have briefly mentioned Incident Command, they have not provided a formal and structured treatment of this subject. Officers will receive instruction in the operational components, necessity, and benefits of functioning within a unified command structure, and will be a logical follow-up to the 2003 Terrorism course.

#### **(04-414) Investigative Analysis (3 hour elective)**

Each crime scene provides many clues to the identity of the responsible actor. Recognizing the nature of evidence, scene characteristics, and the nature of acts taken at the crime scene, officers can begin to gather information that can assist in formulating inferences, as well as identifying and apprehending an individual. Many criminal investigation courses focus on identifying, collecting, and handling physical evidence. This course will presume that the attendee has some level of competence in these functions. This course will NOT provide instruction in basic or advanced evidence collection. Rather, it will address the behavioral and evidentiary aspects related to Modus Operandi, motive, and "signature." By adding this focus to the traditional tasks of identifying and collecting evidence, violent crime scenes such as homicides and sexual assaults can be handled in a more effective manner. A video production supports this class.

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**(03-201) Legal Update (3 hour required)**

This three-hour required course will provide students with updated information on: Significant changes in Pennsylvania's Crimes Code and Vehicle Code; Significant changes in the Rules of Criminal Procedure; Significant changes in Pennsylvania's Rules of Evidence; A review of pertinent case law from the US Supreme Court, Pennsylvania's Supreme Court, Superior Court, and Commonwealth Court in the areas of Search and Seizure as well as Vehicle-related and General Case Law; Additional topics and content will be addressed as course design permits.

**(03-319) Terrorism and Law Enforcement (6 hour elective)**

This six-hour course will examine issues relating to terrorism. It will present information regarding: nuclear, biological, and chemical threats, present initial response guidelines for first responding officers who must function within the emergency management system. The course can provide threat and vulnerability-assessment information that can be used to identify potential targets. Issues such as antiterrorism intelligence sources and interdiction efforts can be addressed. This will be a timely course in light of recent events. This will be an optional course.

**(03-320) Stalking (3 hour elective)**

This class will examine the crime of stalking, its nature and prevalence, various methods of stalking behavior, and the types of stalkers as delineated by their motivation. This course can also examine the nature of cyber stalking. An essential aspect of this course will be to present recommendations for the law enforcement response to and investigation of the crime of stalking. This course will examine an issue not systematically addressed in prior MPOETC training and will be an optional course.

**(03-412) Crimes Against the Elderly (3 hour elective)**

This course is an inclusive study of the various types of abuse, frauds, and thefts of the elderly and their property. Recognize the growing attention of the physical abuse of the elderly by family, friends and caretakers. Show how the interpretation of &2713 PCC have changed to include "loved ones" that care for the elderly and steal their assets.

Recognized not only the "Organized Transient Groups" that prey on the elderly, but also local criminals who target the elderly. Students will familiarize themselves with local, state, and national organizations that deal with elder abuse. This course is being developed by the City of Philadelphia .

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**(02-201) Legal Update (3 hour required)**

Significant changes in Pennsylvania's Crimes Code; Vehicle Code; Rules of Criminal Procedure occurring between July 1, 2000 and June 30, 2001.

**(02-202) Police Encounters With the Mentally Ill (3 hour required)**

Police Encounters With the Mentally Ill is a follow-up to the 2001 Special Needs Mandatory In-Service Course. This course will examine Civil Rights Laws as they pertain to police encounters with mentally ill (PEMI), Use of Force case law, and statutes that apply to PEMI, Recognizing Impairment and possible causes.

The course will present selected impairments such as Psychotic Episodes, Schizophrenia, Affective Episodes, Bipolar Depression, Personality disorders such as antisocial paranoid and borderline, and substance induced mental impairments.

Finally this course will look as use of force options such as less lethal force options, alternative options such as 302 commitments and referrals, and how to determine which option is appropriate.

**(02-318) Health and Fitness for Law Enforcement (3 hour elective)**

The course will consist of an introduction, Fitness and Law Enforcement, Fitness Lifestyle Area Planning and Exercise Planning.

**(02-411) Technology and the First Responding Law Enforcement Officer (3 hour elective)** Technology has made rapid advancements in recent years, but the problem is that criminals are using computers and other high-tech means, such as Internet storage sites, Personal Digital Assistants, micro hard drives, and other media to commit crimes, exploit children, deny services, steal data, and conduct industrial espionage.

This program is designed for first responders and will address Crime Trends, Technology, Terminology, and applicable Pennsylvania statutes. The course will also discuss Search and Seizure issues and provide officers with resources to assist them with investigating computer crimes. A list of Dos and Don'ts when seizing computers and handling an electronic crime scene are key components of this course.

Although the course will be taught in a traditional classroom setting, a variety of teaching methods will be used to enable officers to recognize and seize high-tech devices.

**(02-512) Leadership for Law Enforcement (3 hour elective)**

Leadership for Law Enforcement is a three-hour course for individuals from non-supervisory and supervisory levels within the police organization. Leadership concepts will be revisited and new concepts introduced; example, the department's responsibility to train and discipline, communication, liability assessed on leadership and futuristic leadership.

**(01-201) Legal Update (3 hour required)**

As in prior years, this required course will address law changes and recent court decisions impacting on police officers.

**(01-202) Law Enforcement and Special Needs Populations (3 hour required)**

This course will provide awareness level training to enable police officers to recognize the nature of various disabilities while ensuring the safety of both the public and officers involved.

**(01-317) Officer Safety Awareness XI: Immediate Action-Rapid Deployment for Patrol Officers (6 hour elective)**

It is not unusual for a tactical team to arrive at the scene of a barricaded incident and find that patrol personnel have contained the suspect within a secure perimeter. There is generally time for the tactical team to deploy their personnel without serious concern of suspect escape. Once the incident has been isolated, time enables patrol and/or tactical personnel to formulate a structured and deliberate plan.

But, there are also scenarios that require immediate action and rapid deployment of patrol personnel prior to the arrival of the tactical team. In these cases delayed deployment could have catastrophic consequences. These scenarios often involve an ongoing "shots fired" or "downed officer/citizen rescue." The situation may also necessitate the immediate and rapid deployment of law enforcement personnel to contain and prevent the escape of an armed and dangerous person.

This eleventh course in the Commission's Officer Safety series will address the basic concepts and principles of rapid deployment techniques for patrol officers. The use of video support will be needed and has been requested.

**(01-511) Equality in Policing the Community (6 hour elective)**

The Commission's Leadership and Integrity in the Police Environment course looked at the issues of communication, courtesy, and decision-making; skills critical to survival and success in the milieu of policing. Equality in Policing the Community takes the development of these three basic skills to the next level adding the factor of sensitivity to the equation as it relates to interaction between the police and the community. The well publicized issue of racial profiling will be addressed from the opinion that the practice of racial profiling itself contradicts the oath sworn to, is in conflict with the intent of policing, and impacts negatively on police profession. The practice can also encourage other negative behaviors by officers.

**(00-201) Legal Updates (3 hour required)**

This is a course that ALL police officers under MPOETC's jurisdiction, will be required to successfully complete during 2000. The three hour course concentrates on two main areas - new laws that police officers will need to be aware of, and recent Court decisions from the United States Supreme Court and Pennsylvania's Supreme, as well as, Superior Courts. The course will be developed by subject matter experts under MPOETC staff supervision.

**(00-409) Current Issues in Y2K - (6 hour elective) Topics include the following:**

a. Hate Crimes - The course may focus on the following: An overview, history and definition of the nature of bias crimes, bias crime indicators and offender typologies; legal issues, legislation, statutes; and guidelines for effective response and investigation;

**b. Domestic Terrorism** - This course could cover issues related to Extremist groups in the U.S. which could include: An overview of Terrorism/Extremism; History and Tactics of Extremist Groups; Countermeasures, and Officer Safety Concerns.

(00-410) Case Preparation for Summary Trials and Preliminary Hearings - (6 hour elective)

This course will focus on hearings and trials before a District Justice. This program will address how to prepare and present a case, develop case strategies and anticipate defenses, the Rules of Evidence, and how to prepare witnesses and to present testimony in an appropriate manner. The course will also address Burdens of Proof, i.e. Prima Facie versus Beyond a Reasonable Doubt. In addition, the course content will include how to prepare and deliver closing arguments in Summary trials.

(00-316) Survival Tactics for Injured Officers - (3 hour elective)

This course will include an examination and review of the following: emergency medical actions an officer can use when he or his partner is injured in a violent encounter; weapon management; and issues dealing with mind set. The use of video support is anticipated.

The emergency medical portion of this course will review previous training, and suggest possible field applications.

The weapons management portion will examine some methods of operating the weapon while injured and serve as awareness level information.

The mind set portion will deal with the various issues related to perceptual disturbances, memory impairment, and how to manage anger.

(00-510) Advanced Leadership Through Integrity - (6 hour elective)

Integrity is an absolute requirement for police. We have seen a number of instances where a police officer's word is not accepted by the courts in the same manner as it has been in the past. One leading reason for this is the perceived loss of integrity the police community has suffered as a result of media coverage of virtually every possible instance of alleged misconduct by police.

Most police departments are organized in a semi-militaristic style, with management providing role models for the entire department. This "top down" style of leadership requires management to create the proper public and personal image for all members of the department, then "walk the talk" they have created. This course provides tools, methods and techniques for police managers to use in developing these essential skills. These skills have been emphasized as critical at the IACP Convention in Salt Lake City, as well as, at the ASLET International Training Seminar in Albuquerque.

This course will include advanced current training oriented towards the emerging Y2K police leadership needs in Decision Making, Community Policing Concepts, and Communication Dynamics for the future.

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(99-201) Legal Updates (3 hour required)

This is a course that ALL police officers, as well as all others under MPOETC's

jurisdiction, will be required to successfully complete during 1999. The three hour course concentrates on two main areas - new laws that police officers will need to be aware of, and recent Court decisions from the United States Supreme Court and Pennsylvania's Supreme as well as Superior Courts. The course is currently being developed by subject matter experts under MPOETC staff supervision.

**(99-315) Officer Safety Awareness IX - Tactical Response for Patrol Officers (3 hour elective)**

The course design utilizes video vignettes in a stop tape/discussion format as was done in the previous eight courses in the Commission's officer safety curriculum. The focus of this elective course is on responding to armed robbery situations. The course addresses high risk incidents from the standpoint of a first responder and includes tactical considerations for possible outcomes such as vehicle and foot pursuits, barricaded gunman and hostage situations. Other topics include pre-planning, scene awareness, "invisible" deployment, and containment.

**(99-407) Current Issues in Criminal Investigation (6 hour elective)**

This six hour course will cover a variety of current issues facing Law Enforcement Officers. This course will cover such topics as White Collar/Financial Crimes, Extremist Groups: Current Activities and Tactics, Investigation of Missing and Exploited Children, Investigating School Violence, Conducting Prostitution Investigations and Search and Seizure Issues pertaining to the above topics.

**(99-506) Career & Personal Survival (3 hour elective)**

This three hour course will begin by describing the kinds of personal, and somewhat sensitive, problems that police officers may experience arising from the work they do to protect and serve the public. The course will help officers to see which other people are impacted when an officer has a problem, and in what ways they are affected; what seems to bring these problems on; some of the observable signs to look for at the beginning of a problem; the severe nature of the consequences of police officers not properly handling these kinds of problems; the kinds of officers who have been most severely affected by these kinds of problems in the past; what has prevented officers from helping each other with these kinds of problems; and ends with realistic methods to assist officers who are experiencing these kinds of problems.

**(99-507) Conflict Resolution for Police (6 hour elective)**

This six hour course, under development by contract with Penn State University, will focus on skills for resolving internal and external day-to-day type interpersonal and multi-party conflicts involving citizens and the police that police officers encounter in patrol and investigative functions throughout the state. The course will encompass relevant cultural diversity issues associated with resolving every-day conflicts in policing.

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**(98-201) Updates (3 hour required)**

As in prior years, this course will provide an overview of the recent changes in Pennsylvania's Crimes Code, Vehicle Code, Rules of Criminal Procedure. It is anticipated that there will be significant changes in the Rules of Criminal Procedure to follow the numerous changes in the Crimes and Vehicle Codes recently.

**(98-202) Ethics (6 hour required)**

**The course would use realistic scenarios and/or case studies on the ethical dilemmas**

that police officers face today, in order to teach "ethical decision-making". The course would build on the Commission's current Ethics Workshop used in the Basic Program and on other "Police Ethics" courses, such as the course developed by the Office of Law Enforcement Ethics at the FBI Academy or the Anti-Corruption course developed by the Philadelphia Police-Advanced Training Unit. Another option would be to purchase a copyright waiver for a commercial program such as the ones developed by the National Institute of or the Southwestern Law Enforcement Institute, Center for Law Enforcement Ethics.

**(98-314) Officer Safety VIII: Emergency Driving (3 hour elective)**

The course design will utilize video vignettes in a stop tape/discussion format to provide course participants with an awareness of the capabilities and limitations of drivers, vehicles, and the road system. Although we cannot conduct skills training in the classroom, we plan to provide awareness training on a variety of topics in this high civil liability area, including the recent pursuit legislation and new technology to help minimize risks to the public and the police, such as "stop sticks".

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**(97-201) Updates (3 hour required)**

As in prior years, this course will provide an overview of the recent changes in Pennsylvania's Crimes Code, Vehicle Code, Rules of Criminal Procedure, significant Commonwealth and Supreme Court decisions. The program is to include the new pursuit legislation.

**(97-311) Officer Safety VII (3 hour elective)**

The course design will continue to utilize video vignettes in a stop tape/discussion format as was done in the previous courses in the officer safety curriculum. The focus of the course will be on a de-escalation of force philosophy. Topics will include an awareness of less lethal weapon technology, i.e. "beanbag rounds", application in the force continuum, the "winning mind", and tactical communications (a variation of Verbal Judo).

**(97-312) Accident Investigation (6 hour elective)**

This course is intended to provide participants with an overview of accident investigation procedures, and may serve as a foundation for, or introduction to, a more lengthy Accident Investigation course (such as those offered by IUP in the non-mandatory grant program, or TIPS). Initial course topical areas include: Essential report writing elements of the accident report form (Form # ...), Accident diagrams, An introduction to the basics of accident reconstruction, and Other topical areas will be determined as Committee work progresses.

**(97-406) Interview and Interrogation (6 Hour elective)**

Builds upon the Commission's 1995 Cognitive Interviewing course to cover interrogation techniques. The course design may utilize a video package including vignettes of actual interviews and interrogations. The goal of this course is to provide a realistic and proven process for the investigator to use when conducting interviews of victims and witnesses or when interrogating criminal suspects, as well as address pertinent legal issues. [The Federal Bureau of Investigation has recently revised their course which could serve as a starting point for our course development process. Course was suggested by Commission member Bob Reutter. A MPOETC course was initially slated to be delivered

in 1996, as a follow-up to our "403" course, but was delayed due to the timeliness of a crime scene investigation course.]

**(97-505) Effective Management Communication (9 hour Elective)**

We propose to re-do this 12 hour course from 1995 into a 9 hour course to be offered with the Updates course for managers. Because of the length of the course it was taken in 1995 by very few people. The concepts of the course provides excellent information to police managers. Until the course development committee meets a revised description cannot be given. The current course description is: Communications Theory; Effective Listening Techniques; Upward, Downward & Lateral Communications; Communicating with the Media; Developing a Personal Communications Plan. This course will also demonstrate that effective communications is a critical element of management.

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**(96-201) Update (3 hour Required)**

This three hour course provides an update to all police officers on: Changes in Title 18 (Crimes Code), Changes in Title 75 (Vehicle Code), Changes in Title 42 (Judicial Code), Recent significant US Supreme Court & PA Supreme & Superior Court decisions. There will also be a segment on Use of Force for Police Officers.

**(96-310) Officer Safety Awareness VI (3 hour Elective)**

This course will use video to examine "weapons that do not appear to be weapons" and provide an introduction to incident command and control, tactical considerations for handling suspicious calls, and gang awareness.

**(96-404) Crime Scene Investigation I (3 hour Elective)**

This course reviews the basic principles of protection, identification, and preservation from the Commission's 91-104 course. Also included are a practical study of crime scene investigation legal issues, the role of the first officer on the scene and why the actions of the first officer on the scene are critical to the overall investigation.

**(96-405) Crime Scene Investigation II (3 hour Elective)**

This course is designed for investigators or patrol officers who also have evidence technician responsibilities. The course will cover the basic stages of crime scene search, and how to identify, collect and package evidence. The role of the crime lab, and how to submit evidence will also be discussed.

**(96-504) Managing Personnel Effectively (9 hour Elective)**

This course will provide the information needed to anticipate and avoid many of the Liabilities associated with the practices of Supervising and Managing personnel; real world methods of Motivating subordinates; an understanding of what Performance Appraisals and Evaluations should include; proven Roll Call & other Training Methods; effective uses of Discipline and Positive Performance management; and as time allows, an overview of what Assessment Centers are, how they may be used in selection and promotions.

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**(95-201) Legal Update (3 hour Required)**

This course will continue, as past Legal Update courses have, to cover recent significant

changes in the Crimes Code, Vehicle Code, Rules of Criminal Procedure; as well as significant Court decisions. A portion of the course will also be concerned with statutes pertaining to mandatory submission of fingerprints.

**(95-202) Cultural Diversity Awareness (6 hour Required)**

This course will be directed toward increasing officers' awareness of the diversity of different cultural groups in Pennsylvania; and the impact of such diversity on police officers in the performance of their duties.

**(95-309) Officer Safety Awareness V - Stopping Problem Vehicles (3 hour Elective)**

The proposed course design will utilize video vignettes in a stop tape/discussion format as was done in the previous courses in the officer safety curriculum. The focus will be on safety concerns when stopping problem vehicles (large trucks, vans, and motorcycles) for traffic violations in unknown risk situations.

**(95-403) Interviewing Victims and Witnesses using a Cognitive Approach (3 hour Elective)**

The course design will utilize a video in conjunction with a practical exercise to involve course participants in conducting two interviews. The goal of this course is to provide police officers with a technique to help them in understanding the intense emotions that crime victims experience after a crisis, and to introduce officers to a different interviewing technique that will help them to obtain more information from cooperative subjects by enhancing the memory recall of both victims and witnesses. Topics will range from, traits of a good interviewer, "psychological first aid" as the initial step when interviewing crime victims, to the four stages of a cognitive interview.

**(95-503) Effective Management Communication (12 hour Elective)**

This course will focus on: Communications Theory; Effective Listening Techniques; Upward, Downward & Lateral Communications; Communicating with the Media; Developing a Personal Communications Plan. This course will also demonstrate that effective communications is a critical element of management.



**(94-201) Legal Updates - (3 hour Required)**

This three hour course covers: Significant changes in Pennsylvania's Crimes and Vehicle Codes, for the period July 1, 1992 through June 30, 1993; Significant Case Law, based on decisions available for the same time period; Use of Force by police officers in the performance of their duties; and Civil and Criminal Liability possibly affecting municipal police officers in the performance of their duties.

**(94-308) Officer Safety IV - Domestic Response for Law Enforcement - (3 hour Elective)**

Similar to the other courses in the MPOETC Officer Safety Curriculum, this course utilizes video vignettes in a stop tape/discussion format to address safety concerns when responding to domestic violence calls. Emphasizing a complete approach to officer safety, the course also discusses other issues, such as mental & physical preparation, and diet & nutrition. In addition to addressing tactical considerations when responding to domestic disturbance calls, each scenario contains issues for discussion that relate to the Commission's 1992 (92-305) Domestic Violence course.

**(94-307) Vehicle Code Update - (6 hour Elective)**

This course is an intensive review of the significant legislative changes to Title 75 from

June, 1992, up to and including changes as of August 31, 1993. Using a slide presentation, the course also includes in-depth segments on the Uniform Commercial Driver's License Act, DUI, Equipment violations, and includes a brief review of recent court cases concerning police civil liability that is directly related to traffic enforcement.

**(94-402) Report Writing Made Easy - (6 hour Elective)**

Using a mixture of video segments and practical writing exercises, this course will focus on writing narratives for police reports. The course covers a variety of topics ranging from an overview of the communication process, to the role of non-verbal communication in gathering information, to focusing on the basic writing skills that are job-related and necessary for every police officer. The goals of this course are to simplify the writing of police reports and to enhance the officer's writing techniques; which will be helpful in preparing reports for supervisors, investigators, prosecutors, and other professionals that use police reports on a daily basis.

**(94-502) Essentials of Leadership - (9 hour Elective)**

This course is designed to provide participants with: A definition of what leadership is; An awareness of the qualities of effective leaders; A definition of management; A comparison of the similarities and differences between "Leaders" and "Managers"; An awareness of different styles of management and leadership; An awareness of effective leadership methods and techniques; and An opportunity to develop methods of improving leadership capabilities. Course duration, originally planned for twelve hours, is currently being reviewed.

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**(93-201) Ethnic Intimidation (3 hour Required)**

This course will provide participants with the ability to: 1) define Ethnic Intimidation; 2) List the current Pennsylvania statutes covering Ethnic Intimidation; 3) Identify the underlying offenses of Ethnic Intimidation; 4) Identify the importance of a proper police response to crimes/incidents appearing to be motivated by hate; 5) Define the terminology used in Ethnic Intimidation; and 6) Complete mandated Ethnic Intimidation incident and crime reporting requirements.

**(93-202) Legal Updates (3 hour Required)**

This course will provide participants with an update in the following areas: 1) recent significant statutory changes; 2) Recent significant court decisions impacting police officers; 3) a review of the Use of Force; 4) Stages of on-the-job citizen contact; and 5) The appropriate use of Miranda warnings.

**(93-306) Officer Safety III (3 hour Elective)**

This course is designed to make police officers aware of various safety concerns and tactical considerations confronting law enforcement officers "on the street" today, with the emphasis being on mental and physical preparation.

The focus of the course is on creating an awareness of incidents that are occurring in the field and on teaching concepts such as containment, caution, teamwork, and flexibility, should officers find themselves in a similar situation as those depicted on the video that accompanies this course.

Topics include mental and physical preparation, critical incident stress management, robbery in-progress calls, and building search techniques.

**(93-401) Case Preparation (3 hour Elective)**

This course is designed to assist officers in properly documenting, preparing, and presenting a case in court. Although this course is the first elective course in the Crime Track segment of the MPOETC Mandatory In-Service Training Program Curriculum, the scope of the course includes preparing case for all levels of court proceedings, so patrol officers are encouraged to participate in the course, as well as criminal investigators and county detectives.

The focus of the course is on the importance of having the proper mental preparation, approach, demeanor, documentation, and preparation, in order to professionally present a case in the courtroom.

Course topics include professional attitude, credibility, case documentation and organization, defense counsel tactics, and testifying in court.

**(93-501) Essentials of Management (12 hour Elective)**

This two consecutive day, twelve hour course will provide participants with the ability to: 1) Identify the differences between Strategic and Operational Decision Making; 2) Complete an Issue Survey for their own jobs; 3) Make a job-related decision using the Criterion Referenced Decision Making process; 4) Use an objective problem solving method; 5) Describe an objective method to anticipate and prevent future problems; and 6) Apply a creative technique to developing alternatives.

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**(92-201) Legal Update (3 hour Required)**

This three hour course, required for all municipal police officers in Pennsylvania, covers significant changes during the last three years in Pennsylvania's Vehicle Code; changes in the Crimes Code of Pennsylvania since December 1990; and a review of the Use of Force by police officers.

**(92-202) Search & Seizure, Non-Motor Vehicle (3 hour Required)**

This three hour course, required for all municipal police officers in Pennsylvania, covers establishing probable cause for a search; procedures to be followed to obtain a search warrant; procedures to be followed during a non-vehicle search; and a review of appropriate case law.

**(92-301) Officer Safety I (3 hour Elective)**

This three hour elective course, is designed to make police officers aware of safety concerns confronting law enforcement officers today with a focus on mental and physical preparation. Issues discussed during the course include scene awareness, complacency, vehicle pursuits, and handgun retention.

**(92-302) Officer Safety II (3 hour Elective)**

This three hour elective course, is designed to prepare police officers to successfully respond to situations encountered in the field, such as traffic stops. Using a video/discussion method, the course includes topics such as tactical considerations when making low, unknown, and high risk vehicle stops with the safety of the officer and motorist in mind.

**(92-303) Traffic Update (3 hour Elective)**

This three hour elective course covers emerging issues in traffic enforcement including recent changes in laws pertaining to the licensing of drivers, proper procedures when first responding to traffic accidents involving hazardous materials, and enhancing DUI enforcement efforts, with a focus on the successful presentation of cases in court.

**(92-304) Law Enforcement and Victim Witness (3 hour Elective)**

This three hour elective course covers methods and techniques to be followed to maximize the effective interface between police officers and victims. Specific topical course areas include - Types of Victim Injuries; Handling Victim Crisis Reactions; Special Victim Concerns; and The Pennsylvania Victim Service System.

**(92-305) Domestic Violence (3 hour Elective)**

This three hour elective course includes techniques of response to "Domestic Violence" calls which will assist & protect victims, reduce perpetrator recidivism, minimize officers' and their Departments' liability, and increase officer safety in domestic violence situations.

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**(91-102) Civil-Criminal Liability, Authority and Jurisdiction (3 hour Required)**

This is a 3 hour course of instruction on the areas of civil and criminal liability and how these issues effect police officers. The course includes a discussion of civil rights violation situations and defenses in civil suits. In addition, the course will cover the Municipal Police Jurisdiction Act in detail. MPOETC mandated course and passing a test is required to successfully complete the course.

**(91-103) Use of Force (3 hour Required)**

This is a three hour course of instruction on the principles of justification for the use of force and deadly force by police officers in Pennsylvania . The course includes an in- depth review of Chapter 5 of the Crimes Code as well as a discussion of the Supreme Court's decision in Tennessee v. Garner. In addition, this course will cover other topics such as the use of tactics, judgment, and restraint in situations, in order to limit the use of force to that which is "necessary and reasonable". MPOETC mandated course and passing a test is required to successfully complete the course.

**(91-104) Evidence, Arrest, and Legal Update (3 hour Required)**

This course involves three separate 1 hour blocks of instruction on the preservation and collection of evidence, laws of arrest, and a legal update. The topics in the Evidence course include protecting the crime scene, methods of collecting and packaging physical evidence, and documenting the chain of custody.

The Arrest course includes an in-depth discussion of Probable Cause, the officer's authority to arrest with or without a warrant, and balancing the power of arrest with discretion and respect for state laws and the U.S. Constitution.

Since police officers must constantly stay abreast of law changes and recent court decisions, the Legal Update course will provide officers with instruction on the recent changes in the Crimes Code, Rules of Criminal Procedure along with a review of federal and state court decisions that effect law enforcement officers in Pennsylvania . MPOETC mandated course and passing a test is required to successfully complete the course.

**(91-105) Search and Seizure (Vehicles) (3 hour Required)**

This is a three hour course on the laws and rules of Search and Seizure as they apply to vehicle searches. The course includes an in-depth review of the Fourth amendment, applicable court cases, and focuses on the exceptions to search warrant requirements when searching vehicles in field situations. MPOETC mandated course and passing a test is required to successfully complete the course.

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**Total Number of Courses 79 Total  
Number of Training Hours 324**