

## SECTION 12

### Control of Persons/Prisoners/Mentally Ill

#### 12.1 – 12.7 COMPETENCY REQUIREMENTS

Contents	
12.1 Control/Searching of Persons	12.7 Mental Illness Cases
12.2 Handcuffing	List of Subtopics
12.3 Legal Responsibilities and Requirements with Prisoners	Attestation
12.4 Transporting Prisoners	Instructions to Administrators
12.5 Booking Prisoners	Instructions to FTOs
12.6 People with Disabilities	

#### Note to Administrators

In order for POST to review and approve your agency's *Field Training Guide*, you MUST submit the following electronic files:

- 1) The POST FTP Approval Checklist ([Form 2-230](#))
- 2) Your department's *Policy & Procedure Manual*
- 3) Your completed Guide (Volumes 1 & 2), including ALL competency requirements covered in Part 5, Sections 1–18.

**LIST OF SUBTOPICS****12.1 CONTROL/SEARCHING OF PERSONS**

- 12.1.01 Safety Tactics
- 12.1.02 Search Techniques
- 12.1.03 Searching the Opposite Sex

**12.2 HANDCUFFING**

- 12.2.01 Purpose of Handcuffing
- 12.2.02 Handcuffing/Restraint Device Principles
- 12.2.03 Agency Policy Regarding Handcuffing Prisoners
- 12.2.04 Handcuffing and Transporting Single or Multiple Suspects

**12.3 LEGAL RESPONSIBILITIES AND REQUIREMENTS WITH PRISONERS**

- 12.3.01 Protecting Prisoners
- 12.3.02 Prisoner Provisions
- 12.3.03 Prisoner's Right to Make Calls
- 12.3.04 Property Receipts
- 12.3.05 Local Policy/Legal Aspects of Prisoners' Rights and Privileges
- 12.3.06 Willful Inhumanity or Oppression toward Prisoners

**12.4 TRANSPORTING PRISONERS**

- 12.4.01 Agency Policy
- 12.4.02 Transport of Prisoner(s) in a Patrol Vehicle
- 12.4.03 Prior to Booking a Prisoner

**12.5 BOOKING PRISONERS**

- 12.5.01 Booking Juveniles
- 12.5.02 Jail Facility
- 12.5.03 Securing Weapons Prior to Entering Custody Facility
- 12.5.04 Booking Documents/Procedures
- 12.5.05 Booking Adult Prisoners
- 12.5.06 Other Types of Prisoners
- 12.5.07 Inmate Classification

12.5.08 Legalities of Prisoner/Inmate Searches

12.5.09 Prisoner Release

12.5.10 Response to Jail Emergencies

**12.6 PEOPLE WITH DISABILITIES**

- 12.6.01 Americans with Disabilities Act (ADA)
- 12.6.02 Behavior Due to Disabilities
- 12.6.03 Dealing with Cognitive Impairment
- 12.6.04 Non-compliance as a Warning Sign
- 12.6.05 Standard Tactical Assessments and Safeguards

**12.7 MENTAL ILLNESS CASES**

- 12.7.01 State Law and Agency Policy
- 12.7.02 Considerations When Handling or Dealing with Mentally Ill/Emotionally Disturbed Persons
- 12.7.03 Mental Health Facility or Regional Center
- 12.7.04 72-Hour Hold
- 12.7.05 Required Procedures for WIC 5150
- 12.7.06 Alternative Methods
- 12.7.07 Required Documentation and/or Reports
- 12.7.08 Demonstrating Knowledge of Proper Procedure
- 12.7.09 Address Issues Related to Stigma

## SECTION 12 CONTROL OF PERSONS/PRISONERS/MENTALLY ILL

CHECK ONE ONLY: ☐ PHASE 1 ☐ PHASE 2 ☐ PHASE 3 ☐ PHASE 4 ☐ PHASE 5

Trainee

FTO

### 12.1 CONTROL/SEARCHING OF PERSONS

#### 12.1.01 Safety Tactics

The trainee shall be able to safely and effectively control (verbally and physically) one or more suspects, applying all officer safety tactics, including:

- |   |   |
|---|---|
| A. Approach                                     | D. What to watch out for                            |
| B. Cover position with vehicle(s) and person(s) | E. Communications with cover officer/danger signals |
| C. Position of advantage                        |   |

Reference(s):

Case # (If applicable)

Incident #

	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?
	When completed, print full name	Date	When completed, print full name	Date		When completed, print full name	Date	
FTO:					<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test			<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
Trainee:								

Comments (field will expand automatically)

#### Additional Information:

#### 12.1.01 Part A - Reference Agency Policies/Procedures, if applicable (600 characters maximum)

☐ N/A

Department Policies: 302 Handcuffing and Restraints, 304 Control Devices and Techniques

**12.1.01 Part B - Agency Training Details** *(field will expand automatically)*

The above / below information will be read by the trainee and then discussed with the FTO.  
Refer to sections 2.1 - 2.3 Officer Safety Procedures

**12.1.02 Search Techniques**

The trainee shall be able to demonstrate effective search techniques for both male and female suspects, including:

- |  |  |
|--|--|
| A. Constant alertness, including keeping hands in view | C. Standing, kneeling, and prone position searches |
| B. Maintaining control and position of advantage       | D. Safeguarding of weapons                         |

Reference(s):

Case # (If applicable)

Incident #

	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?
	When completed, print full name	Date	When completed, print full name	Date		When completed, print full name	Date	
FTO:					<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test			<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
Trainee:								

Comments *(field will expand automatically)*

**Additional Information:****12.1.02 Part A - Reference Agency Policies/Procedures, if applicable** *(600 characters maximum)*

☐ N/A

Department Policies: 302 Handcuffing and Restraints, 304 Control Devices and Techniques, 312 Search and Seizure

**12.1.02 Part B - Agency Training Details** *(field will expand automatically)*

The above / below information will be read by the trainee and then discussed with the FTO.

Search Techniques:

Cursory or Pat Down: A search of the outer garments for weapons only and is designed to balance alleviating the justifiable fear of violence to officers against the suspect's legitimate expectation of privacy. A pat down is based on specific and articulable facts that cause an officer to reasonably suspect a detainee might be armed or dangerous. Without articulable facts, the search could be deemed to have violated the searched individual's constitutional rights.

Only a person who is lawfully detained and reasonably believed to be armed and dangerous can be subjected to a pat down search.

Reasonable suspicion can arise from a variety of sources and are based on the totality of the circumstances. Factors to consider to justify a pat down search:

- Suspect's demeanor
- Type of clothing
- Extreme nervousness
- Failure to comply with directions
- Gang affiliation
- Highly agitated
- Information from reliable source
- Overt hostility towards officers
- Size of suspect
- Under the influence
- Low light conditions
- Criminal history

This search is a quick search of the suspect's outer clothing for weapons only. Officer should manipulate the clothing to determine if items found during the search might be a weapon, and if the determination is it might be a weapon then the item can be removed. Other items, such as containers, purses, backpacks, etc... may be searched for the limited purpose of a weapons search.

Areas to be checked:

- Pockets
- Waist
- Chest
- Under arms
- Legs

Body Search: Utilized when arrest is made or when transporting an arrestee.

Areas to be checked:

- Arms, wrists, underarms
- Chest and back
- Waist and pockets
- Legs
- Crotch
- Inside shoes
- Breast or bra area and any other locations contraband or weapons can be located

Performing the search:

As a general rule the searching officer should be at least eight feet from the suspect. The officer should be in the interrogation position with the gun leg back and giving the following commands:

- “Police Officer, Stop”
- “Put your hands up (“Higher” if needed)
- “Lock out your elbows”
- “Spread your fingers” (“Wider” if needed)
- “Slowly turn around”

While the suspect is turning the searching officer should visually inspect the suspect, paying close attention to the hands, waist, and pocket areas. If the officer observes what is believed to be a weapon, consider using the high risk prone or high risk kneeling search as an alternative. When the suspect has completed the turning movement and their back is to the officer, the officer should instruct the suspect:

- “Stop”
- “Put your hands behind your back palms together (or back to back)
- “Cross your fingers”
- “Spread your feet” (adjust the suspects height by order them to move their legs wider so they are two inches shorter than the searching officer)

The searching officer should then approach and control the suspect’s hands. The officer should be aware that people who are mentally ill or have certain disabilities may be hypersensitive to being touched. The cover officer may have to reposition to avoid a cross fire situation. The goal of the searching officer is to put the suspect in a position of disadvantage and off balance during the search. After this is achieved the search can begin.

### High Risk Kneeling

To perform the high risk kneeling, the searching officer should find a position of cover and order the suspect to do the following:

- “Police Officer, Stop”
- “Put your hands up and lock out your elbows”
- “Spread your fingers”
- “Slowly turn around”

As the suspect is turning, the searching officer is looking for weapons or obvious bulges in the areas of the waist band, pockets, or any other area a weapon may be concealed. After completing the turn and with the back of the suspect to the officer, the officer should continue the commands:

- “I see the weapon, do not move towards the weapon or you will be shot” (Give this command if a weapon is observed during the visual search of the turning movement.)
- “Keeping your hands up, slowly come down to your knees and cross your ankles”
- “Put your hands behind your back and interlace your fingers”
- “Don’t move”

The searching officer then moves forward, controls the suspect’s hands, and applies the handcuffs. The cover officer maintains security for the searching officer and may have to reposition to avoid a cross fire situation. Search the waist of the suspect while they are still kneeling, then stand them up and perform another search.

### High Risk Prone

To perform the high risk prone, the searching officer should find a position of cover and order the suspect to do the following:

- “Police Officer, Stop”
- “Put your hands up”
- “Lock out your elbows”
- “Spread your fingers”
- “Slowly turn around”
- “Stop” ( when the suspect’s back is toward you)
- “Keeping your hands up, slowly come down to your knees”
- “Keeping your hands out in front of you, slowly come down to your stomach”
- “Put your forehead on the ground”

- “Put your arms out, palms up”
- “Spread your feet”
- “Put your heels flat on the ground”
- “Turn you head to the left, (or right but away from the side you will approach)”
- “Don’t move”

Procedure for handcuffing in the high risk prone:

- Approach the suspect at a 45 degree angle.
- Pin the suspects elbow to the ground with your hand closest to the suspect.
- With your other hand, cup the back of the suspect’s hand and apply a wrist lock.
- Simultaneously, place your knee, which is closest to the suspect, on the lower portion of the suspects back.
- Maintain the wrist lock and lift the suspects arm onto the middle of the back. Place your other knee on the upper portion of the suspect’s back (the suspect’s arm should be trapped between both of your knees).
- Ask for the suspect’s free hand.
- Once you have control of both hands, apply the handcuffs.

The cover officer maintains security for the searching officer and may have to reposition to avoid a cross fire situation. Search the back of the waist of the suspect while they are still prone, then bring them to their knees and search the entire waist. Stand them up and perform another search.

### 12.1.03 Searching the Opposite Sex

The trainee shall review and explain agency policy regarding searching individuals of the opposite sex.

Reference(s):					Case # (If applicable)	Incident #	
	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training	How Remediated?
	When completed, print full name	Date	When completed, print full name	Date		When completed, print full name	
FTO:					<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test		
Trainee:							
Comments (field will expand automatically)							

**Additional Information:****12.1.03 Part A - Reference Agency Policies/Procedures, if applicable** (600 characters maximum)☐ N/A

Department Policies: 302 Handcuffing and Restraints, 304 Control Devices and Techniques, 312 Search and Seizure

**12.1.03 Part B - Agency Training Details** (field will expand automatically)

The above / below information will be read by the trainee and then discussed with the FTO.

When the person to be searched is of the opposite sex as the searching officer, a reasonable effort will be made to summon an officer of the same sex as the subject to conduct the search. When it is not practicable to summon an officer of the same sex as the subject, the following guidelines should be followed:

- Another officer or supervisor should witness the search.
- The officer should not search areas of the body covered by tight-fitting clothing, sheer clothing, or clothing that could not reasonably conceal a weapon.

<b>12.2 HANDCUFFING</b>								
<b>12.2.01 Purpose of Handcuffing</b> The trainee shall identify the purposes of handcuffing. These shall minimally include the temporary restraint of a suspect to prevent: <div style="display: flex; justify-content: space-between; margin-top: 10px;"> <div style="width: 45%;">           A. Attack            B. Escape         </div> <div style="width: 45%;">           C. Destruction or concealment of evidence or contraband         </div> </div>								
Reference(s):						Case # (If applicable)	Incident #	
<b>FTO:</b>	<b>Received Instruction</b>		<b>Competency Demonstrated</b>		<b>How Demonstrated?</b>	<b>Remedial Training</b>		<b>How Remediated?</b>
	When completed, print full name	Date	When completed, print full name	Date		When completed, print full name	Date	
<b>Trainee:</b>					<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test			<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
Comments (field will expand automatically)								

**Additional Information:**

<b>12.2.01</b>	<b>Part A - Reference Agency Policies/Procedures, if applicable (600 characters maximum)</b>  Department Policies: 302 Handcuffing and Restraints	<input type="checkbox"/> N/A
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**12.2.01 Part B - Agency Training Details** *(field will expand automatically)*

The above / below information will be read by the trainee and then discussed with the FTO.

### Handcuffing

#### Basic Procedures

- Hands should be handcuffed behind the back.
- Palms should be together, or back – to – back.
- Avoid injury to the wrists when applying the handcuffs.
- Check to ensure the handcuffs are not too loose or too tight.
- Handcuffs should be double - locked

Handcuffs are meant to be a temporary restraint and are not escape – proof. Officers should always remain alert for an attempted escape. It is not uncommon for an arrestee to conceal a handcuff key or metal shim to assist in escaping from custody. Officers should continue to monitor the arrestee during transportation, while at the hospital for medical treatment, or while the arrestee is in a holding tank prior to booking. Remember that an arrestee who is seated on a holding bench should be properly handcuffed and secured to the bench.

**12.2.02 Handcuffing/Restraint Device Principles**

The trainee shall discuss various handcuffing principles that should be met in order to reasonably guarantee the temporary restraint of a suspect. The principles shall minimally include:

- |   |  |
|---|--|
| <p>A. Control of the suspect(s) and the handcuffs</p> <p>B. Proper positioning of the suspect's hands, key outlets, and double locking mechanisms</p> <p>C. Reasonable degree of tightness</p> <p>D. Observation of restrained suspects</p> | <p>E. Other approved restraints devices (e.g., flex cuffs, hobbles, etc.)</p> <p>F. Safe and controlled removal of handcuffs and other restraint devices</p> |
|---|--|

Reference(s):					Case # (If applicable)	Incident #		
FTO:	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?
	When completed, print full name	Date	When completed, print full name	Date		When completed, print full name	Date	
Trainee:								
Comments (field will expand automatically)								

**Additional Information:****12.2.02 Part A - Reference Agency Policies/Procedures, if applicable (600 characters maximum)**☐ N/A

Department Policies: 302 Handcuffing and Restraints, 304 Control Devices and Techniques

**12.2.02 Part B - Agency Training Details (field will expand automatically)**

The above information will be read by the trainee and then discussed with the FTO.

<b>12.2.03 Agency Policy Regarding Handcuffing Prisoners</b> The trainee shall review and explain the agency policy regarding the handcuffing of prisoners, including males, females, juveniles, mentally ill, pregnant females, and all other types of detainees/prisoners.								
Reference(s):						Case # (If applicable)	Incident #	
	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?
	When completed, print full name	Date	When completed, print full name	Date		When completed, print full name	Date	
FTO:					<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test			<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
Trainee:								
Comments (field will expand automatically)								

**Additional Information:**

<b>12.2.03 Part A - Reference Agency Policies/Procedures, if applicable</b> (600 characters maximum)  Department Policies: 302 Handcuffing and Restraints	<input type="checkbox"/> N/A
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<b>12.2.03 Part B - Agency Training Details</b> (field will expand automatically)  The above information will be read by the trainee and then discussed with the FTO.
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<b>12.2.04 Handcuffing and Transporting Single or Multiple Suspects</b> The trainee shall be able to safely and effectively handcuff single or multiple suspects and, if necessary, transport single and multiple suspects away from an arrest scene.								
Reference(s):						Case # (If applicable)	Incident #	
<b>FTO:</b>	<b>Received Instruction</b>		<b>Competency Demonstrated</b>		<b>How Demonstrated?</b>	<b>Remedial Training</b>		<b>How Remediated?</b>
	When completed, print full name	Date	When completed, print full name	Date		When completed, print full name	Date	
					<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test			<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
<b>Trainee:</b>								
Comments (field will expand automatically)								

**Additional Information:**

<b>12.2.04</b>	<b>Part A - Reference Agency Policies/Procedures, if applicable (600 characters maximum)</b>  Department Policies: 302 Handcuffing and Restraints, 303 In-Custody Transports, 304 Control Devices and Techniques, 900 Custodial Searches	<input type="checkbox"/> N/A
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<b>12.2.04</b>	<b>Part B - Agency Training Details (field will expand automatically)</b>  The above information will be read by the trainee and then discussed with the FTO.
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<b>12.3 LEGAL RESPONSIBILITIES AND REQUIREMENTS WITH PRISONERS</b>								
<b>12.3.01 Protecting Prisoners</b> The trainee shall review and explain the legal responsibilities for protecting prisoners.								
Reference(s): 422.6(a) PC						Case # (If applicable)	Incident #	
FTO:	Received Instruction		Competency Demonstrated		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	Remedial Training		How Remediated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
	When completed, print full name	Date	When completed, print full name	Date		When completed, print full name	Date	
Trainee:								
Comments (field will expand automatically)								

**Additional Information:**

<b>12.3.01</b>	<b>Part A - Reference Agency Policies/Procedures, if applicable (600 characters maximum)</b>	<input type="checkbox"/> N/A
Department Policies: 302 Handcuffing and Restraints, 303 In-Custody Transports, 304 Control Devices and Techniques, 1006 Seat Belts		

**12.3.01 Part B - Agency Training Details** *(field will expand automatically)*

The above / below information will be read by the trainee and then discussed with the FTO.

All peace officers have certain general responsibilities in a custodial situation. These general responsibilities include:

- assuring that there is a lawful basis for custody
- protecting the constitutional and statutory rights of the arrested person while that person is in the officer's charge
- maintaining the care, custody, and safety of the arrested person until that person is processed into a local detention facility
- maintaining officer and public safety
- handling those responsibilities necessary to facilitate the processing of the arrested person into a detention facility

Peace officers who have responsibility for arrested persons are liable for the safekeeping and standard of care of those persons.

Failure to uphold the expected level of care under the provisions of state and federal laws or the callous disregard for an arrested person's safety will subject peace officers to:

- departmental discipline (including termination)
- state prosecution for violation of penal code statutes
- federal prosecution for violation of federal civil rights law, and/or
- civil lawsuits which may include punitive damages levied directly against individual officers

Peace officers are bound to protect the rights of all persons as guaranteed in the Amendments to the Constitution referred to as the Bill of Rights. Although arrested persons no longer have the right to the freedom of movement, they do retain certain other rights and protections under the law.

The first 10 amendments to the Constitution, commonly referred to as the Bill of Rights, were written to ensure that certain rights of people cannot be infringed upon by the government.

Although a person who has been lawfully arrested and is under the custody of peace officers relinquishes the right to freedom of movement, certain other rights remain. The following table identifies the rights afforded to persons who are in the lawful custody of a peace officer.

First Amendment: The right to worship or not worship, within reasonable limitations, cannot be denied to persons who are in custodial situations. The right to free speech, within limits, is not denied to persons in custodial situations.

Sixth Amendment: A person's rights concerning the due process of the law cannot be infringed upon even while that person is in a custodial situation.

Eighth Amendment: Prisoners have the same legal rights as other persons to humane treatment. Unnecessary or inhumane force against prisoners is strictly prohibited.

Fourteenth Amendment: A person's right to due process under the judicial system begins at the time of the arrest and cannot be denied while that person is under the custody of peace officers. Officers must apply the law equally to all persons regardless of race, creed, nationality, religious preference, or national origin.

### 12.3.02 Prisoner Provisions

The trainee shall discuss the legal responsibilities for providing prisoners with shelter, food, and medical care.

Reference(s):					Case # (If applicable)	Incident #		
	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training	How Remediated?	
	When completed, print full name	Date	When completed, print full name	Date		When completed, print full name		Date
FTO:					<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test			<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
Trainee:								
Comments (field will expand automatically)								

#### Additional Information:

### 12.3.02 Part A - Reference Agency Policies/Procedures, if applicable (600 characters maximum)

☐ N/A

Department Policies: 303 In-Custody Transports, 304 Control Devices and Techniques

**12.3.02 Part B - Agency Training Details** *(field will expand automatically)*

The above / below information will be read by the trainee and then discussed with the FTO.

Prisoners have the same legal rights to humane treatment as other citizens. Peace officers are prohibited from using inhumane or oppressive treatment against prisoners in their custody.

Penal Code Section 147 states: Every officer who is guilty of willful inhumanity or oppression toward any prisoner under his care or in his custody, is punishable by fine not exceeding four thousand dollars (\$4,000), and by removal from office.

There are many ways to subject a prisoner to inhumane or oppressive treatment. Such treatment might include any of the following:

- withholding basic necessities such as food, water, or medical care
- withholding privileges, without reason
- taunting or other verbal abuse

**12.3.03 Prisoner's Right to Make Calls**

The trainee shall review and explain prisoners' rights to telephone calls.

<i>Reference(s):</i> 851.5 PC					<b>Case # (If applicable)</b>		<b>Incident #</b>	
	<b>Received Instruction</b>		<b>Competency Demonstrated</b>		<b>How Demonstrated?</b>	<b>Remedial Training</b>		<b>How Remediated?</b>
	When completed, print full name	Date	When completed, print full name	Date		When completed, print full name	Date	
<b>FTO:</b>					<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test			<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
<b>Trainee:</b>								
<i>Comments (field will expand automatically)</i>								

**Additional Information:**

<b>12.3.03</b>	<b>Part A - Reference Agency Policies/Procedures, if applicable (600 characters maximum)</b> Department Policies: 303 In-Custody Transports, 313 Temporary Custody of Juveniles	<input type="checkbox"/> N/A
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<b>12.3.03</b>	<b>Part B - Agency Training Details (field will expand automatically)</b> The above information will be read by the trainee and then discussed with the FTO.
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<b>12.3.04 Property Receipts</b> The trainee shall explain the requirements for issuing property receipts.								
Reference(s): 1412 PC, 1413 PC, 1535 PC, 18250 PC, 8102 WIC, 2080.10 Civil Code						Case # (If applicable)	Incident #	
FTO:	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?
	When completed, print full name	Date	When completed, print full name	Date		When completed, print full name	Date	
Trainee:					<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test			<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
Comments (field will expand automatically)								

**Additional Information:**

<b>12.3.04</b>	<b>Part A - Reference Agency Policies/Procedures, if applicable (600 characters maximum)</b> Department Policies: 311 Domestic Violence, 408 Mental Illness Commitments, 802 Property and Evidence	<input type="checkbox"/> N/A
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**12.3.04 Part B - Agency Training Details** *(field will expand automatically)*

The above information will be read by the trainee and then discussed with the FTO.

**12.3.05 Local Policy/Legal Aspects of Prisoners' Rights and Privileges**

The trainee shall review and explain local policy and the legal aspects pertaining to the rights and privileges of prisoners, including the constitutional rights of prisoners while in custody.

Reference(s):					Case # (If applicable)	Incident #		
FTO:	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?
	When completed, print full name	Date	When completed, print full name	Date		When completed, print full name	Date	
					<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test			<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
	Trainee:							
Comments <i>(field will expand automatically)</i>								

**Additional Information:****12.3.05 Part A - Reference Agency Policies/Procedures, if applicable** *(600 characters maximum)*
☐ N/A

Department Policies: 313 Temporary Custody of Juveniles, 429 Medical Aid and Response, 900 Custodial Searches

**12.3.05 Part B - Agency Training Details** *(field will expand automatically)*

The above / below information will be read by the trainee and then discussed with the FTO.

Refer to 12.3.01

<b>12.3.06 Willful Inhumanity or Oppression toward Prisoners</b> The trainee shall identify the provisions pertaining to willful inhumanity or oppression toward prisoners in the custody of an officer.								
Reference(s): 147 PC, 673 PC						Case # (If applicable)	Incident #	
	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?
	When completed, print full name	Date	When completed, print full name	Date		When completed, print full name	Date	
FTO:					<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test			<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
Trainee:								
Comments (field will expand automatically)								

**Additional Information:**

<b>12.3.06 Part A - Reference Agency Policies/Procedures, if applicable (600 characters maximum)</b>  	<input checked="" type="checkbox"/> N/A
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<b>12.3.06 Part B - Agency Training Details (field will expand automatically)</b>  The above information will be read by the trainee and then discussed with the FTO.
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**12.4 TRANSPORTING PRISONERS****12.4.01 Agency Policy**

The trainee shall review and explain the agency's policy regarding the transportation of prisoners. This explanation shall minimally include:

- |  |  |
|--|--|
| <ul style="list-style-type: none"> <li>A. Prisoners restrained with specialty devices (e.g., hobble, expectorant shields, etc.)</li> <li>B. Sick, injured, mentally ill, physically challenged, or pregnant prisoners</li> <li>C. Juveniles with/without adults</li> <li>D. Females</li> <li>E. Use of seat belts</li> </ul> | <ul style="list-style-type: none"> <li>F. Search of area where prisoner is to be placed prior to transportation</li> <li>G. Search of area where prisoner has been following transportation</li> <li>H. Proper positioning of officer(s) and prisoner(s) within the vehicle</li> <li>I. Close and constant observation of prisoner(s)</li> </ul> |
|--|--|

Reference(s):

Case # (If applicable)

Incident #

	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?
	When completed, print full name	Date	When completed, print full name	Date		When completed, print full name	Date	
FTO:					<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test			<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
Trainee:								

Comments (field will expand automatically)

**Additional Information:****12.4.01 Part A - Reference Agency Policies/Procedures, if applicable (600 characters maximum)**

☐ N/A

Department Policies: 303 In-Custody Transports

**12.4.01 Part B - Agency Training Details (field will expand automatically)**

The above information will be read by the trainee and then discussed with the FTO.

<b>12.4.02 Transport of Prisoner(s) in a Patrol Vehicle</b> Given situations in which prisoners must be transported in a patrol vehicle, the trainee shall safely place the handcuffed (if according to agency policy) prisoners into the vehicle and safely transport the prisoners to the predetermined destination.								
Reference(s):							Case # (If applicable)	Incident #
	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?
	Signature	Date	Signature	Date		Signature	Date	
FTO:					<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test			<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
Trainee:								
Comments:								

**Additional Information:**

<b>12.4.02 Part A - Reference Agency Policies/Procedures, if applicable</b> (600 characters maximum)  Department Policies: 303 In-Custody Transports	<input type="checkbox"/> N/A
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<b>12.4.02 Part B - Agency Training Details</b> (field will expand automatically)  The above information will be read by the trainee and then discussed with the FTO.
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<b>12.4.03 Prior to Booking a Prisoner</b> The trainee will review and explain the legal constraints, agency policy and procedure, and custody facility requirements relative to medical clearance/approval prior to booking.								
Reference(s):							Case # (If applicable)	Incident #
<b>FTO:</b>	<b>Received Instruction</b>		<b>Competency Demonstrated</b>		<b>How Demonstrated?</b>	<b>Remedial Training</b>		<b>How Remediated?</b>
	When completed, print full name	Date	When completed, print full name	Date		When completed, print full name	Date	
Trainee:					<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test			<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
Comments <i>(field will expand automatically)</i>								

**Additional Information:**

12.4.03	<b>Part A - Reference Agency Policies/Procedures, if applicable</b> <i>(600 characters maximum)</i>  Department Policies: 300 Use of Force, 303 In-Custody Transports, 305 Conducted Engery Device, 429 Medical Aid and Response	<input type="checkbox"/> N/A
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12.4.03	<b>Part B - Agency Training Details</b> <i>(field will expand automatically)</i>  The above information will be read by the trainee and then discussed with the FTO.
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**12.5 BOOKING PRISONERS****12.5.01 Booking Juveniles**

The trainee shall explain how to properly book a juvenile prisoner in conformance with agency policy, legal codes, and minimum jail standards, including:

- |   |   |
|---|---|
| <ul style="list-style-type: none"> <li>A. Miranda advisement</li> <li>B. Right to phone calls</li> <li>C. What notifications are required</li> <li>D. Secure/non-secure detention of juveniles</li> <li>E. Strip search of juveniles</li> </ul> | <ul style="list-style-type: none"> <li>F. Requirements pertaining to confinement of a child under 16 years of age with an adult accused or convicted of a crime</li> <li>G. Custody alternatives</li> </ul> |
|---|---|

Reference(s):

Case # (If applicable)

Incident #

	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?
	When completed, print full name	Date	When completed, print full name	Date		When completed, print full name	Date	
FTO:					<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test			<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
Trainee:								

Comments (field will expand automatically)

**Additional Information:****12.5.01 Part A - Reference Agency Policies/Procedures, if applicable (600 characters maximum)**

☐ N/A

Department Policies: 313 Temporary Custody of Juveniles

**12.5.01 Part B - Agency Training Details (field will expand automatically)**

The above information will be read by the trainee and then discussed with the FTO.

<b>12.5.02 Jail Facility</b> The trainee shall acquire (preferably through a tour) an understanding of the basic functions, layout, organization, and staffing of the jail facility his/her agency utilizes most often.								
Reference(s):							Case # (If applicable)	Incident #
	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?
	When completed, print full name	Date	When completed, print full name	Date		When completed, print full name	Date	
FTO:					<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test			<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
Trainee:								
Comments (field will expand automatically)								

**Additional Information:**

<b>12.5.02 Part A - Reference Agency Policies/Procedures, if applicable</b> (600 characters maximum)	<input checked="" type="checkbox"/> N/A
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<b>12.5.02 Part B - Agency Training Details</b> (field will expand automatically) Tour of Ventura County Pre-Trial Detention Facility
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<b>12.5.03 Securing Weapons Prior to Entering Custody Facility</b> The trainee will review and explain reasons and procedures for securing his/her weapon prior to entering any custody facility.								
Reference(s):						Case # (If applicable)	Incident #	
	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?
	When completed, print full name	Date	When completed, print full name	Date		When completed, print full name	Date	
FTO:					<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test			<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
Trainee:								
Comments (field will expand automatically)								

**Additional Information:**

<b>12.5.03 Part A - Reference Agency Policies/Procedures, if applicable (600 characters maximum)</b>  	<input checked="" type="checkbox"/> N/A
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<b>12.5.03 Part B - Agency Training Details (field will expand automatically)</b> Tour of Ventura County Pre-Trial Detention Facility
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**12.5.04 Booking Documents/Procedures**

The trainee shall demonstrate his/her ability to complete the proper procedure of booking an inmate into a facility, including:

- |  |   |
|--|---|
| <p>A. Complete and accurate pre-booking form, receiving sheet, and/or probable cause declaration/statement to include charges and subsections</p> <p>B. Confirm arrestee is adult versus juvenile</p> <p>C. Valid court and/or warrant paperwork</p> | <p>D. Inmate is medically screened and has medical clearance and approval form</p> <p>E. Physical condition as to injuries and/or current medical problems (delirium tremens, heart problems, etc.)</p> |
|--|---|

Reference(s):

Case # (If applicable)

Incident #

	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?
	When completed, print full name	Date	When completed, print full name	Date		When completed, print full name	Date	
FTO:					<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test			<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
Trainee:								

Comments (field will expand automatically)

**Additional Information:**

**12.5.04 Part A - Reference Agency Policies/Procedures, if applicable** (600 characters maximum)

☒ N/A

**12.5.04 Part B - Agency Training Details** (field will expand automatically)

Tour of Ventura County Pre-Trial Detention Facility

**12.5.05 Booking Adult Prisoners**

The trainee shall explain how to properly book adult prisoners in conformance with agency policy, legal codes, and minimum jail standards, including:

- |                        |                    |
|------------------------|--------------------|
| A. Alcoholics          | E. Escape Risks    |
| B. Narcotic/Drug Users | F. Non-conformists |
| C. Mentally Ill        | G. Civil Bookings  |
| D. Sex Offenders       |                    |

Reference(s):					Case # (If applicable)	Incident #		
FTO:	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?
	When completed, print full name	Date	When completed, print full name	Date		When completed, print full name	Date	
Trainee:					<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test			<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
Comments (field will expand automatically)								

**Additional Information:****12.5.05 Part A - Reference Agency Policies/Procedures, if applicable (600 characters maximum)**☐ N/A

Department Policies: 303 In-Custody Transports

**12.5.05 Part B - Agency Training Details (field will expand automatically)**

The above information will be read by the trainee and then discussed with the FTO.

Tour of Ventura County Pre-Trial Detention Facility

**12.5.06 Other Types of Prisoners**

The trainee shall identify other prisoners who may warrant special consideration, including:

- |  |   |
|--|---|
| <p>A. Injured or sick</p> <p>B. Females (including pregnant females)</p> <p>C. Elderly</p> <p>D. Gang members or police informants</p> | <p>E. Current or former peace officers, judges, etc.</p> <p>F. High-profile prisoners</p> <p>G. Any other prisoner(s) who may need specialized classification/housing needs</p> |
|--|---|

<i>Reference(s):</i>					<b>Case # (If applicable)</b>		<b>Incident #</b>	
<b>FTO:</b>	<b>Received Instruction</b>		<b>Competency Demonstrated</b>		<b>How Demonstrated?</b>	<b>Remedial Training</b>		<b>How Remediated?</b>
	When completed, print full name	Date	When completed, print full name	Date		When completed, print full name	Date	
<b>Trainee:</b>					<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test			<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
<i>Comments (field will expand automatically)</i>								

**Additional Information:****12.5.06 Part A - Reference Agency Policies/Procedures, if applicable (600 characters maximum)**☐ N/A

Department Policies: 303 In-Custody Transports, 313 Temporary Custody of Juveniles, 410 Foreign Diplomatic and Consular Representatives, 413 Immigration Violations

**12.5.06 Part B - Agency Training Details (field will expand automatically)**

The above information will be read by the trainee and then discussed with the FTO.

Tour of Ventura County Pre-Trial Detention Facility

**12.5.07 Inmate Classification**

The trainee shall explain the concept of inmate classification, to include:

- |                            |                          |
|----------------------------|--------------------------|
| A. Sex                     | E. Assaultive behavior   |
| B. Age                     | F. Medical disabilities  |
| C. Criminal sophistication | G. Gang affiliation      |
| D. Seriousness of offense  | H. Overt sexual behavior |

Reference(s):

Case # (If applicable)

Incident #

	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?
	When completed, print full name	Date	When completed, print full name	Date		When completed, print full name	Date	
FTO:					<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test			<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
Trainee:								

Comments (field will expand automatically)

**Additional Information:****12.5.07 Part A - Reference Agency Policies/Procedures, if applicable (600 characters maximum)**

☒ N/A

**12.5.07 Part B - Agency Training Details (field will expand automatically)**

Tour of Ventura County Pre-Trial Detention Facility

Trainee will be explained about inmate classification by a classification deputy at the Ventura County Pre-Trial Detention Facility

**12.5.08 Legalities of Prisoner/Inmate Searches**

The trainee shall review and explain the legalities of prisoner/inmate searches, including:

- A. Search by same sex
- B. Clothed search
- C. Strip or skin search, including documentation

Reference(s):

Case # (If applicable)

Incident #

	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?
	When completed, print full name	Date	When completed, print full name	Date		When completed, print full name	Date	
FTO:					<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test			<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
Trainee:								

Comments (field will expand automatically)

**Additional Information:****12.5.08 Part A - Reference Agency Policies/Procedures, if applicable (600 characters maximum)**

☐ N/A

Department Policies: 900 Custodial Searches

**12.5.08 Part B - Agency Training Details (field will expand automatically)**

The above information will be read by the trainee and then discussed with the FTO.

<b>12.5.09 Prisoner Release</b> The trainee will review and explain methods and procedures for releasing a prisoner.								
Reference(s):						Case # (If applicable)	Incident #	
	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?
	When completed, print full name	Date	When completed, print full name	Date		When completed, print full name	Date	
FTO:					<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test			<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
Trainee:								
Comments (field will expand automatically)								

**Additional Information:**

<b>12.5.09 Part A - Reference Agency Policies/Procedures, if applicable (600 characters maximum)</b>  Department Policies: 333 Private Persons Arrests, 409 Cite and Release Policy	<input type="checkbox"/> N/A
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<b>12.5.09 Part B - Agency Training Details (field will expand automatically)</b>  The above / below information will be read by the trainee and then discussed with the FTO.  849(b) California Penal Code
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**12.5.10 Response to Jail Emergencies**

The trainee shall discuss his/her agency's response, if any, to a jail emergency, including:

- |               |                   |
|---------------|-------------------|
| A. Fire       | C. Civil disorder |
| B. Earthquake | D. Escape         |

Reference(s):					Case # (If applicable)		Incident #	
	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?
	When completed, print full name	Date	When completed, print full name	Date		When completed, print full name	Date	
FTO:					<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test			<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
Trainee:								
Comments (field will expand automatically)								

**Additional Information:****12.5.10 Part A - Reference Agency Policies/Procedures, if applicable (600 characters maximum)**☐ N/A

Department Policies: 326 Outside Agency Assistance

**12.5.10 Part B - Agency Training Details (field will expand automatically)**

The above information will be read by the trainee and then discussed with the FTO.

<b>12.6 PEOPLE WITH DISABILITIES</b>									
<b>12.6.01 Americans with Disabilities Act (ADA)</b> The trainee shall recognize that the ADA also covers people with developmental and mental impairments and impacts law enforcement as follows:									
<div style="display: flex; justify-content: space-between;"> <div style="width: 48%;"> <p>A. Requires reasonable adjustments and modifications in policies and practices or procedures, on a case-by-case basis</p> <p>B. Prohibits the arrest of an individual for behavioral manifestations of a disability that is not criminal in nature</p> </div> <div style="width: 48%;"> <p>C. Requires that the safety and civil rights of people with disabilities be protected during transport and while detained</p> <p>D. Requires officers to make accommodations for persons with disabilities, except where safety is compromised</p> </div> </div>									
Reference(s):							Case # (If applicable)		Incident #
FTO:	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?	
	When completed, print full name	Date	When completed, print full name	Date		When completed, print full name	Date		
					<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test			<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	
Trainee:									
Comments (field will expand automatically)									

**Additional Information:**

<b>12.6.01</b>	<b>Part A - Reference Agency Policies/Procedures, if applicable (600 characters maximum)</b>  Department Policies: 303 In-Custody Transports, 408 Mental Illness Commitments, 424 Crisis Intervention Incidents	<input type="checkbox"/> N/A
<b>12.6.01</b>	<b>Part B - Agency Training Details (field will expand automatically)</b>  The above information will be read by the trainee and then discussed with the FTO.	

<b>12.6.02 Behavior Due to Disabilities</b> The trainee shall acknowledge that some disabilities (including intellectual disabilities, cerebral palsy, epilepsy, autism, and other neurological conditions) are not readily apparent and that sometimes people with developmental or cognitive disabilities may have little or no conscious ability to control their behavior.								
Reference(s):						Case # (If applicable)	Incident #	
<b>FTO:</b>	<b>Received Instruction</b>		<b>Competency Demonstrated</b>		<b>How Demonstrated?</b>	<b>Remedial Training</b>		<b>How Remediated?</b>
	When completed, print full name	Date	When completed, print full name	Date		When completed, print full name	Date	
					<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test			<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
<b>Trainee:</b>								
Comments (field will expand automatically)								

**Additional Information:**

<b>12.6.02</b>	<b>Part A - Reference Agency Policies/Procedures, if applicable</b> (600 characters maximum)  Department Policies: 424 Crisis Intervention Incidents	<input type="checkbox"/> N/A
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<b>12.6.02</b>	<b>Part B - Agency Training Details</b> (field will expand automatically)  The above information will be read by the trainee and then discussed with the FTO.
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**12.6.03 Dealing with Cognitive Impairment**

The trainee shall recognize and demonstrate effective communications for person with cognitive impairments to minimally include:

- |  |  |
|--|--|
| <p>A. Give one direction or ask one question at a time</p> <p>B. Allow the person to process what you have said and respond (10-15 seconds, then repeat)</p> <p>C. Avoid questions that tell the person the answer you expect (avoid questions with yes/no answers)</p> <p>D. Repeat questions from a slightly different perspective, if necessary</p> | <p>E. Avoid questions about time, complex sequences, or reasons for behavior</p> <p>F. Use concrete terms and ideas; avoid jargon or figures of speech</p> |
|--|--|

Reference(s):

Case # (If applicable)

Incident #

	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?
	When completed, print full name	Date	When completed, print full name	Date		When completed, print full name	Date	
FTO:					<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test			<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
Trainee:								

Comments (field will expand automatically)

**Additional Information:****12.6.03 Part A - Reference Agency Policies/Procedures, if applicable (600 characters maximum)**

☐ N/A

Department Policies: 424 Crisis Intervention Incidents

**12.6.03 Part B - Agency Training Details (field will expand automatically)**

The above information will be read by the trainee and then discussed with the FTO.

<b>12.6.04 Non-compliance as a Warning Sign</b> The trainee shall explain how non-compliance is a warning sign that indicates a person may need more time to mentally grasp and respond to what is being said or asked of them and that it may be due to fear, confusion, auditory hallucinations, etc., rather than defiance.								
Reference(s):							Case # (If applicable)	Incident #
	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?
	When completed, print full name	Date	When completed, print full name	Date		When completed, print full name	Date	
FTO:					<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test			<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
Trainee:								
Comments (field will expand automatically)								

**Additional Information:**

<b>12.6.04 Part A - Reference Agency Policies/Procedures, if applicable</b> (600 characters maximum)  Department Policies: 424 Crisis Intervention Incidents	<input type="checkbox"/> N/A
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<b>12.6.04 Part B - Agency Training Details</b> (field will expand automatically)  The above information will be read by the trainee and then discussed with the FTO.
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**12.6.05 Standard Tactical Assessments and Safeguards**

Recognizing that safety (officer safety, public safety, and the safety of the person in crisis) is always the top priority when dealing with impaired people, the trainee shall explain and demonstrate standard tactical assessments and safeguards, including:

- |   |  |
|---|--|
| <p>A. His/her own abilities to physically control the person</p> <p>B. Escape routes</p> <p>C. Use of cover</p> <p>D. Call for backup</p> | <p>E. The T.A.C.T. Model</p> <ol style="list-style-type: none"> <li>1. Tone (Present a calm and firm demeanor/Maintain respect and dignity)</li> <li>2. Atmosphere (Reduce distractions/Respect personal space)</li> <li>3. Communication (Establish contact/Develop rapport)</li> <li>4. Time (Slow down/Reassess)</li> </ol> |
|---|--|

<i>Reference(s):</i>					<b>Case # (If applicable)</b>		<b>Incident #</b>	
<b>FTO:</b>	<b>Received Instruction</b>		<b>Competency Demonstrated</b>		<b>How Demonstrated?</b>	<b>Remedial Training</b>		<b>How Remediated?</b>
	When completed, print full name	Date	When completed, print full name	Date		When completed, print full name	Date	
<b>Trainee:</b>					<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test			<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
Comments <i>(field will expand automatically)</i>								

**Additional Information:****12.6.05 Part A - Reference Agency Policies/Procedures, if applicable** *(600 characters maximum)*☐ N/A

Department Policies: 424 Crisis Intervention Incidents

**12.6.05 Part B - Agency Training Details** *(field will expand automatically)*

The above information will be read by the trainee and then discussed with the FTO.  
 Refer to sections 2.1 - 2.3 Officer Safety Procedures

<b>12.7 MENTAL ILLNESS CASES</b>								
<b>12.7.01 State Law and Agency Policy</b> The trainee shall review and explain state law and agency policy regarding mental illness cases.								
Reference(s): 5150 WIC, 5150.05 WIC, and 5585.50 WIC						Case # (If applicable)	Incident #	
FTO:	Received Instruction		Competency Demonstrated		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	Remedial Training		How Remediated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
	When completed, print full name	Date	When completed, print full name	Date		When completed, print full name	Date	
Trainee:								
Comments (field will expand automatically)								

**Additional Information:**

<b>12.7.01 Part A - Reference Agency Policies/Procedures, if applicable (600 characters maximum)</b>	<input type="checkbox"/> N/A
Department Policies: 408 Mental Illness Commitments, 424 Crisis Intervention Incidents	

<b>12.7.01 Part B - Agency Training Details (field will expand automatically)</b>
The above information will be read by the trainee and then discussed with the FTO.

**12.7.02 Considerations When Handling or Dealing with Mentally Ill/Emotionally Disturbed Persons**

The trainee shall identify considerations to be made when handling and dealing with mentally ill or emotionally disturbed persons, to minimally include:

- |   |   |
|---|---|
| A. Ignoring verbal abuse  | F. Keeping the disturbed person in sight constantly |
| B. Avoiding excitement  | G. Continual alertness                              |
| C. Avoiding unnecessary deception                                     | H. Seizing firearms for safekeeping                 |
| D. Requesting backup to minimize resistance                           |   |
| E. Requesting an ambulance prior to confronting subject, if necessary |   |

Reference(s):

Case # (If applicable)

Incident #

	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?
	When completed, print full name	Date	When completed, print full name	Date		When completed, print full name	Date	
FTO:					<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test			<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
Trainee:								

Comments (field will expand automatically)

**Additional Information:****12.7.02 Part A - Reference Agency Policies/Procedures, if applicable (600 characters maximum)**

☐ N/A

Department Policies: 408 Mental Illness Commitments, 424 Crisis Intervention Incidents

**12.7.02 Part B - Agency Training Details (field will expand automatically)**

The above information will be read by the trainee and then discussed with the FTO.

<b>12.7.03 Mental Health Facility or Regional Center</b> The trainee shall identify the appropriate mental health facility or regional center within the agency's jurisdiction to be used for evaluation, treatment, counseling, or referral.								
Reference(s):							Case # (If applicable)	Incident #
<b>FTO:</b>	<b>Received Instruction</b>		<b>Competency Demonstrated</b>		<b>How Demonstrated?</b>	<b>Remedial Training</b>		<b>How Remediated?</b>
	When completed, print full name	Date	When completed, print full name	Date		When completed, print full name	Date	
Trainee:					<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test			<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
Comments <i>(field will expand automatically)</i>								

**Additional Information:**

<b>12.7.03</b>	<b>Part A - Reference Agency Policies/Procedures, if applicable</b> <i>(600 characters maximum)</i>  Department Policies: 408 Mental Illness Commitments, 424 Crisis Intervention Incidents	<input type="checkbox"/> N/A
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<b>12.7.03</b>	<b>Part B - Agency Training Details</b> <i>(field will expand automatically)</i>  The above / below information will be read by the trainee and then discussed with the FTO.  Pleasant Valley Emergency Room 2309 Antonio Ave Camarillo, CA (805) 389-5800 Ventura County Mental Health 200 Hillmont Ave, Ventura CA 93003 (805) 652-6729 Vista Del Mar 801 Seneca Street, Ventura CA 93001 (805) 653-6434 Ventura County Crisis Team 1911 Williams Drive, Oxnard CA 93036 (805) 652-6727 CSU Channel Islands Counseling and Psychological Services (CAPS) Bell Tower East 1856, (805) 437 - 2088
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**12.7.04**    **Part B - Agency Training Details** *(field will expand automatically)*

The above information will be read by the trainee and then discussed with the FTO.

**12.7.05 Required Procedures for WIC 5150**

The trainee shall explain procedures required of officers for safeguarding the rights of a person detained under the authority of Welfare & Institutions Code 5150, including:

- A. The circumstance under which the person's condition was called to their attention and the observation constituting probable cause for detention must be recorded on the Application for 72-Hour Detention for Evaluation and Treatment
- B. Advisement of Miranda rights, as appropriate, when criminal action is involved
- C. Reasonable precaution must be made to safeguard personal property in the possession of, or on the premises occupied by, the person
- D. The person must be informed of the officer's name and agency and the reason the person is being detained
- E. If taken into custody at a residence, inform the person of personal items that may be brought along (with approval), right to a telephone call, and right to leave a note to friends or family

Reference(s):

Case # (If applicable)

Incident #

	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?
	When completed, print full name	Date	When completed, print full name	Date		When completed, print full name	Date	
FTO:					<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test			<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
Trainee:								

Comments (field will expand automatically)

**Additional Information:****12.7.05 Part A - Reference Agency Policies/Procedures, if applicable (600 characters maximum)**

☐ N/A

Department Policies: 408 Mental Illness Commitments

**12.7.05 Part B - Agency Training Details (field will expand automatically)**

The above information will be read by the trainee and then discussed with the FTO.

<b>12.7.06 Alternative Methods</b> The trainee shall discuss appropriate alternative methods for handling the situation if involuntary detention for evaluation and treatment is NOT appropriate, including: <div style="display: flex; justify-content: space-between; margin-top: 10px;"> <div style="width: 48%;">           A. Urgent medical attention            B. Arrest            C. Referral for mental health services         </div> <div style="width: 48%;">           D. Referral to local developmental disabilities agency            E. No police action required         </div> </div>									
Reference(s):						Case # (If applicable)		Incident #	
FTO:	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?	
	When completed, print full name	Date	When completed, print full name	Date		When completed, print full name	Date		
Trainee:					<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test			<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	
Comments (field will expand automatically)									

**Additional Information:**

<b>12.7.06</b>	<b>Part A - Reference Agency Policies/Procedures, if applicable</b> (600 characters maximum)	<input type="checkbox"/> N/A
Department Policies: 408 Mental Illness Commitments, 424 Crisis Intervention Incidents		

<b>12.7.06</b>	<b>Part B - Agency Training Details</b> (field will expand automatically)
The above / below information will be read by the trainee and then discussed with the FTO.  Ventura County Mental Health 200 Hillmont Ave, Ventura CA 93003 (805) 652-6729 Vista Del Mar 801 Seneca Street, Ventura CA 93001 (805) 653-6434 Ventura County Crisis Team 1911 Williams Drive, Oxnard CA 93036 (805) 652-6727 CSU Channel Islands Counseling and Psychological Services (CAPS) Bell Tower East 1856, (805) 437 - 2088	

**12.7.07 Required Documentation and/or Reports**

The trainee shall explain the required documentation and/or reports for detaining and placing mentally ill persons. This discussion shall minimally include:

- A. Application for 72-Hour Detention for Evaluation and Treatment ([Form MH 302](#))
- B. Verbal admonishment and supplementary written documentation as specified in [WIC 5150](#)
- C. Any additional agency-specific or mental health facility specific documentation or reports as may be required by agency policy, procedure, or Memorandum of Understanding

Reference(s):					Case # (If applicable)		Incident #	
FTO:	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?
	When completed, print full name	Date	When completed, print full name	Date		When completed, print full name	Date	
Trainee:					<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test			<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
Comments (field will expand automatically)								

**Additional Information:****12.7.07 Part A - Reference Agency Policies/Procedures, if applicable (600 characters maximum)**☐ N/A

Department Policies: 323 Report Preparation, 408 Mental Illness Commitments

**12.7.07 Part B - Agency Training Details (field will expand automatically)**

The above information will be read by the trainee and then discussed with the FTO.

**12.7.08 Demonstrating Knowledge of Proper Procedure**

Given a scenario or an actual incident involving a mentally ill or emotionally disturbed person, the trainee shall take all necessary precautions in dealing with the person, safely take the person into custody (if necessary), assure safe transportation of the person, and properly complete all necessary forms and reports.

Reference(s):					Case # (If applicable)	Incident #		
	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training	How Remediated?	
	When completed, print full name	Date	When completed, print full name	Date		When completed, print full name		Date
FTO:					<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test			<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
Trainee:								
Comments (field will expand automatically)								

**Additional Information:****12.7.08 Part A - Reference Agency Policies/Procedures, if applicable (600 characters maximum)**☐ N/A

Department Policies: 323 Report Preparation, 408 Mental Illness Commitments, 424 Crisis Intervention Incidents

**12.7.08 Part B - Agency Training Details (field will expand automatically)**

The above information will be read by the trainee and then discussed with the FTO.

**12.7.09 Address Issues Related to Stigma**

Given a series of scenarios or in conjunction with an actual incident involving a mentally ill or emotionally disturbed person, the trainee shall identify indicators of mental illness, intellectual disability, substance use disorders, neurological disorders, traumatic brain injury, post-traumatic stress disorder, and dementia. The training shall also address:

- Issues related to stigma
- Autism spectrum disorder
- Genetic disorders, including, but not limited to, Down syndrome
- Conflict resolution and deescalation techniques for potentially dangerous situations
- Alternatives to the use of force when interacting with potentially dangerous persons with mental illness or intellectual disabilities
- The perspective of individuals or families who have experiences with persons with mental illness, intellectual disability, and substance use disorders
- Involuntary holds
- Community and state resources available to serve persons with mental illness or intellectual disability, and how these resources can be best utilized by law enforcement

Reference(s):					Case # (If applicable)	Incident #		
	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?
	When completed, print full name	Date	When completed, print full name	Date		When completed, print full name	Date	
FTO:					<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test			<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
Trainee:								
Comments (field will expand automatically)								

**12.7.09 Part A - Reference Agency Policies/Procedures, if applicable (600 characters maximum)**☐ N/A

Department Policies: 408 Mental Illness Commitments, 424 Crisis Intervention Incidents

**12.7.09**    **Part B - Agency Training Details** *(field will expand automatically)*

The below information will be read by the trainee and then discussed with the FTO.

Indicators of mental illness:

Mental illnesses are a medical condition that affect a person's thinking, feeling, mood, ability to relate to others, and disrupts daily functioning. Persons managing a mental illness can have a substantially diminished capacity for coping with the ordinary demands of life. Mental illnesses can affect people of any age, race, religion, income, or background. Several million people in this country are diagnosed with a serious long term mental illness. The good news about mental illness is that recovery is possible.

Indicators include:

- Fearfulness (signs of strong and unrelenting fear of people, places, or things)
- Inappropriate behavior (extreme expression out of context for situation, impulse activity, reckless behavior, extremely odd or inappropriate dress)
- Extreme rigidity or inflexibility (easily frustrated, unable to adjust or compromise)
- Excitability (symptoms appear similar to person under the influence, people with bipolar disorder may experience periods of excessive energy, reduced response to pain, or feel they require little or no sleep)
- Impaired self-care (A reduced capacity to take care of basic needs (e.g., stops bathing or eating, sleeps very little or more than normal, failure to find adequate shelter, etc.)
- Hallucinations (a false perception experienced through any of the five senses (e.g., hearing voices, feeling one's skin crawl, smelling strange odors, seeing visions, etc.) When hallucinating, individuals may be so overwhelmed that they have little or no awareness of their surroundings.
- Delusions (a persistent false belief or thoughts and actions that are not based on reality (e.g., delusions of grandeur, self-importance, being persecuted or conspired against, etc.) Delusions can be caused by either thought or mood disorders.
- Disorganized Speech, thought patterns, or disorientation
- Clinical depression including signs of isolation, sadness, inactivity and self-depreciation, feelings of guilt, hopelessness, helplessness, or pessimism, eating disturbances, fatigue, decreased energy, and loss of motivation, crying spells, chronic pain, sleep disturbances, relentlessness or irritability, difficulty concentrating or making decisions, thoughts of death (including gestures, attempts or threats of suicide)
- Bipolar disorder
- Schizophrenia
- Postpartum Depression
- Postpartum psychosis
- Psychosis
- Posttraumatic stress disorder (PTSD)
- Personality disorder

Indicators of intellectual disability:

Intellectual disability, formerly mental retardation, is characterized by below-average intelligence or cognitive ability and a lack of skills necessary for day-to-day living. People with intellectual disabilities can and do learn new skills, but they learn them more slowly. There are varying degrees of intellectual disability, from mild to profound. Intellectual disability is not the same as mental illness.

**See next page for Attestation**

## Part 5 – Section 12: Control of Persons/Prisoners/Mentally III

### ATTESTATION FOR SECTION 12

#### TO ENTER YOUR ELECTRONIC SIGNATURE:

- Click on the 'X' in the signature line to activate the signature field > Right click and select "Sign" from the menu.
- Click on "Select Image" > Locate your signature file > Click "Open" to place your signature (date appears automatically).
- Enter your full name next to your signature.

#### YOUR ELECTRONIC SIGNATURES VERIFY that the Field Training Officer (FTO) and Trainee attest to the following:

1. The FTO(s) provided all instruction, training, and related feedback/comments to the Trainee in accordance with the agency's training requirements for this portion of the Field Training Program.
2. The Trainee demonstrated all competencies required for this portion of the Field Training Program.
3. If remedial training was performed, the results were reviewed by the appropriate FTO(s) and accepted by the Trainee.
4. The final evaluation of the Trainee's performance for this portion of the Field Training Program were approved by the FTO(s) and accepted by the Trainee.

Primary Field Training Officer:

X

Print Full Name: \_\_\_\_\_

Trainee:

X

Print Full Name: \_\_\_\_\_

**IMPORTANT:** After signing the Attestation, the file will be "locked" and **CANNOT BE MODIFIED**. If you need to make changes, both signatures must be removed and re-entered after the final revisions have been made.

**To remove the electronic signature:** Right click on the signature line > Select "Remove" from the menu.

**See the following pages for Instructions to Administrators and FTOs**

## How to Complete Part 5 (Sections 1–18)

### INSTRUCTIONS TO ADMINISTRATORS

**VOLUME 2 OF THE FIELD TRAINING GUIDE CONSISTS OF 18 SECTIONS WHICH MAKE UP PART 5.** Each section is provided as a separate file on the POST website (<https://www.post.ca.gov/field-training--police-training.aspx>). Prior to submitting your FTP Guide to POST for review, you must complete all 18 sections and include them as part of your Guide.

1. **Set up:** Keep an unchanged copy of each section file as a master for reference. Make a copy of the file to use for your agency-specific entries.
2. **Front cover (optional):** To keep a hard copy of Volume 2 for internal use, you can add your agency name and date to the front cover.
3. **For each section (1–18):**
  - a. Open the applicable file and add your agency name and date to the header on page 1. (DO NOT change any other headers or footers or alter any other sections of the file.)
  - b. Below each table:
    - *Part A:* Enter applicable references from your agency’s Policies & Procedure Manual.
    - *Part B:* Enter your agency’s training details.
4. **After completing ALL sections (1–18),** you MUST submit the following materials via flash drive, CD, or DVD to POST for review and approval (do not send printed copies):
  - 1) **Your completed FTP Guide**
  - 2) **FTP Approval Checklist** ([POST Form 2-230](#))  
NOTE: Guides submitted without this form will NOT be reviewed.
  - 3) **Your Department’s Policy & Procedure Manual**
5. MAIL YOUR ELECTRONIC MEDIA TO:  
**Commission on POST**  
**860 Stillwater Road, Suite 100**  
**West Sacramento, CA 95605**  
**Attn: Phil Caporale – BTB**
6. You will receive status notification within 90 days from the date received.

**See next page for Instructions to Field Training Officers**

## How to Complete Part 5 (Sections 1–18)

### INSTRUCTIONS TO FIELD TRAINING OFFICERS (FTOs)

**VOLUME 2 OF THE FIELD TRAINING GUIDE CONSISTS OF 18 SECTIONS WHICH MAKE UP PART 5.** Each section has been customized by your agency administrator(s) to include references to policies and procedures and training details to meet your agency's Field Training Program requirements. Each file is provided as a separate file. For each section (1–18), complete all tables for each topic.

1. **Set up:** Keep an unchanged copy of each section file as a master for reference. Make a copy of the file to use for your training sessions.
2. **Tracking your training sessions:**
  - a. Upon completing each competency, enter the FTO and trainee names and dates, and how the competency was demonstrated, into the applicable tables.
  - b. Enter any note-worthy comments related to the trainee's performance.
3. **If trainee requires remedial training:**
  - c. Enter the FTO and trainee names and dates, and how the competency was remediated, to show that each competency was completed.
  - d. Enter any additional note-worthy comments related to the trainee's performance.
4. **Attestation:** After all competencies have been performed, including any remedial training, the primary FTO and Trainee **MUST** enter their electronic signatures on the Attestation page (see instructions) to verify that the Trainee has completed this portion of the Field Training Program.

**End Section**