



ROCKLIN POLICE DEPARTMENT
2017
TRAINING PLAN
A Guide to Career Development

*We are committed to serve, protect
and promote a safe community*

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Chief of Police

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INTRODUCTION

The Rocklin Police Department has a responsibility and commitment to strive for excellence in the growth and development of its personnel. Through training and education, Rocklin's public safety team is better equipped to achieve both professional and personal excellence as well as their career goals. By so doing, the police department will ensure its personnel possess the knowledge and skills necessary to provide a professional level of service that exceeds the needs of the community.

All newly hired employees of the Rocklin Police Department receive information with regard to the agency's purpose, goals, policies and procedures. ~~In addition,~~ Employees complete an orientation with the city's Human Resource Department with respect to working conditions, regulations and their responsibilities and employee rights.

PURPOSE

The purpose of the Rocklin Police Department Training Plan is to:

- 1) Meet mandated training requirements
- 2) To foster development and enhance an officer's knowledge and skills.
- 3) Enhance the level of law enforcement service to the public
- 4) Increase the technical expertise and overall effectiveness of our personnel
- 5) Provide for continued professional development of department personnel.
- 6) To create opportunities for career advancement.

The Training Plan is designed to identify the training needs and set priorities for the training needs of every rank/position and task/specialized assignment within the department. The Plan should be used as an objective tool that assists with bringing uniformity and consistency to training while providing employees with the greatest opportunity for success. It is a tool to be used by supervisors and managers on a regular basis in their effort to meet the training needs of their employees and/or evaluating training requests from employees.

The Police Department will strive to use a broad spectrum of training resources for the educational and professional development of its employees. Whenever possible, the department will use courses certified by the Commission on Peace Officer Standards and Training (POST)

It is understood that the Training Plan in no way identifies all of the training that will occur for the members of the Rocklin Police Department. Additionally, it does not guarantee that a member will receive all of the training that has been identified for his/her position, with the exception of the training that has been identified as mandatory.

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To make professional and personal goals possible to the employee, the department has placed an emphasis in the following areas:

- 1) Professional training
- 2) College education through the tuition reimbursement program.
- 3) Leadership development

PROFESSIONAL TRAINING

Professional training is comprised of two categories of training. The first and primary category refers to those courses certified by California Peace Officers Standards and Training (POST). These courses are available for both sworn and professional personnel, whose job description supports the need for specified or requested training.

P.O.S.T courses are reimbursable back into the Rocklin Police Department budget by the State of California in varying degrees based on their “plan” designation, annually established rates and a list of qualifying courses. The categories of expense/allowances that may be reimbursed are: subsistence, commuter lunch, travel, tuition, and training presentation costs. The five reimbursement plans that have been adopted by POST are designated as Plan I, II, III, IV, and V as follows:

Plan I	Plan II	Plan III	Plan IV	Plan V
Subsistence	Subsistence	Subsistence	Subsistence	Subsistence
Commuter Lunch	Commuter Lunch	Commuter Lunch	Commuter Lunch	Commuter Lunch
Travel	Travel	Travel	Travel	Travel
Tuition	Back-Fill Salary	Tuition		Training Presentation
Back-Fill Salary				Costs

TRAINING PRESENTATION

In addition to typical classroom settings, POST training is also available through video or interactive computer programs.

The second category of law enforcement professional training that may come in the form of in-house instruction, such as tactical communications, domestic violence, racial profiling, etc. In-house instruction is the responsibility of the Rocklin Police Department Training Unit and is overseen by the Professional Standards Lieutenant. This type of training provides hands-on continuing professional training to department employees.

Sworn staff members are assigned to a mandatory training day every 56-day cycle (12-13 days/year) to update basic training needs. Professional staff members should attend mandatory training for lieutenant and above, and are also encouraged to attend routine in-house training opportunities. The Training Unit also provides monthly training bulletins that are distributed to employees. The training bulletins contain a variety of law enforcement information, such as

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legal updates and health advice. All sworn employees will complete the legal update training as provided by the Training Manager as it is provided by POST annually.

Line supervisors provide roll-call training on a weekly basis to each shift of officers. Roll call training topics include new laws, practical case law application, technological improvements, equipment proficiency, street tactics, standard operating procedures, policy and procedures review.

Other forms of non-POST training are offered through other organizations or vendors such as CLEARs, CPOA, CNOA, TASER International, Colt, RIMS and others. This training is fundamental and essential for the professional development of employees, supervisors, and instructors.

In addition to training provided to sworn personnel, Rocklin's public safety dispatchers receive ongoing in-house and off-site training to meet POST CPT and Emergency Medical Dispatch (EMD) requirements. This is achieved through POST reimbursable courses, computer-based training opportunities, DVD trainings, as well as monthly quality assurance reviews and assignments designed to enhance skills and knowledge.

Rocklin's public safety records clerks also receive training related to the California Public Records Act (CPRA) for records retention and disclosure, as well as additional training opportunities designed to enhance subject matter expertise.

COLLEGE EDUCATION

The Chief of Police and the City of Rocklin are supportive of employees obtaining a formal college education. This is evident through the adoption of the Department Succession Plan. This plan outlines the educational requirements of those employees desiring to promote within the department. All personnel of the Rocklin Police Department are encouraged to pursue their educational goals.

TRAINING UNIT

The Department's Training Unit is responsible for coordinating the delivery of Law Enforcement Professional Training to sworn and professional personnel. The Training Lieutenant is responsible for the day-to-day operations of the Unit and is directly supervised by the Police Chief. The Training Lieutenant is also responsible for ensuring training compliance with POST regulations, federal and state statutes, and city policy. Biennially, the Lieutenant will ensure that all employees have been given ethics training consistent with the mission, vision and values of the Rocklin Police Department.

The Training Lieutenant will coordinate scheduled training with the supervisor(s) of the employee. The Training Lieutenant will normally make all travel arrangements, including class reservations and any applicable hotel, airline or car reservations and will submit all of the

necessary paperwork to the Finance Department of the City in compliance with City of Rocklin Administrative Policy, including authorization, payment and reimbursement for travel, training and allowed business expenses.

The Training Lieutenant will notify each employee as soon as possible of scheduled training through the use of the Training Management System (TMS) Inter-Office Memo. This memo will provide the course title, date, time and location of the training.

The Training Lieutenant will distribute remaining paperwork approximately one to two weeks prior to the training. If the scheduled training is a POST certified course, a Training Reimbursement Request (TRR) form must be submitted to the instructor of the course. This form will be provided to the employee and it is the responsibility of the employee attending the training to submit this form. This is the mechanism that allows the State of California to reimburse the City of Rocklin. If the employee has any reimbursements for expenses incurred after the completion of training, an expense report must be filled out within 10 days.

TRAINING MANAGEMENT SYSTEM (TMS)

Training Management System (TMS) is a computer software program utilized by the Training Lieutenant to track all departmental training. The Training Plan for both rank and task assignments are entered into TMS. It is important that notification and documentation of all training be forwarded to the Training Lieutenant to ensure that information is entered into TMS, allowing the Training Lieutenant to conduct training audits designed to identify potential training deficiencies.

TRAINING PLAN ORGANIZATION

The Training Plan is divided into two primary sections:

Section 1: Rank/Position Assignment:

The first section of the Training Plan is a list of all sworn and professional staff rank/positions within the structure of the police department.

Section 2: Task/Specialized Assignment

The second section of the Training Plan is an alphabetized list of all task/specialty assignments within the department for both sworn and professional staff assignments.

Within each rank/position and task/specialized assignment, the training courses are categorized as follows:

MANDATED

Training in this category is required by POST (Section 1005 of the Regulations), Federal law, State law, or department policy. Unless otherwise noted, this training should be completed within the required specified timeline. In addition to legislative, CPT, and mandated reoccurring training, additional training listed that is mandatory for his/her specified rank or task assignment.

DESIRABLE

A list of the desirable training for each rank/position is located in this section.

In addition to completing the mandatory courses, the department designates training for the professional development of the employee in his/her specific rank and assignment. An employee may pursue additional interests in their law enforcement training. The department will make a positive effort to accommodate an individual's desired career path, with consideration for the needs of the department and anticipated employee career direction.

In many instances an employee will be simultaneously guided by both sections of the Training Plan. An example would be a police officer currently assigned to the Traffic Unit. That employee will need to meet the training needs of both the Police Officer rank assignment and the Traffic Officer task assignment.

CONTINUAL PROFESSIONAL TRAINING (CPT)

Continuing Professional Training (CPT) is required for peace officers and public safety dispatchers employed by POST-participating departments. The purpose of CPT is to maintain, update, expand, and/or enhance an individual's knowledge and/or skills. CPT is training that exceeds the training required to meet or re-qualify in entry-level minimum standards. Qualifying and non-qualifying courses are described in subsection 1005(d)(3).

Peace officers (other than a Level III Reserve) and public safety dispatchers and supervisors shall satisfactorily complete the CPT requirement of 24 or more hours of POST-qualifying training during every two-year CPT cycle, based on a permanent CPT anniversary date as specified in the POST Administrative Manual.

Public safety dispatchers hired as entry-level employees shall complete the 120-hour POST Basic Dispatch Academy within one (1) year of appointment. Journey-level PSDs shall complete twenty-four (24) hours of POST-certified CPT as identified by the Communications Manager or his/her designee.

A grace period with no CPT requirement is granted for individuals appointed for the first time to one of the subsection positions in Reg. 1005(d) (1) from their appointment date to the first occurrence of the CPT Anniversary Date. It is to allow completion of entry-level requirements that do not count towards CPT.

PERISHABLE SKILLS FOR PEACE OFFICER CPT

Effective January 1, 2002, all peace officers (except Reserve officers – see NOTE in this section) below the middle management position and assigned to patrol, traffic, or investigation who routinely effect the physical arrest of criminal suspects are required to complete Perishable Skills and Communications training. In-lieu of completing the training, the requirement may be met by successfully passing a presenter-developed test that measures the approved training objectives.

Perishable Skills training shall consist of a minimum of 12 hours in each two-year period. Of the total 12 hours required, a minimum of 4 hours of each of the three following topical areas shall be completed: (Refer to PAM Section D-2 for minimum requirements)

- Arrest and Control
- Driver Training/Awareness or Driving Simulator
- Tactical Firearms or Force Options Simulator

Communications training, either tactical or interpersonal, shall consist of a minimum of 2 hours in each two-year period (reference Commission Procedure D-2 for minimum requirements).

NOTE: Level I and II reserve officers shall satisfy the same Continuing Professional Training (CPT) requirement as full-time regular officers (24 hours every two years). There is no CPT requirement for Level III reserve officers. [832.6(a) PC]

MANAGEMENT: It is recommended that managers and executives complete, within their two-year compliance cycle, two hours of CPT devoted to updates in the perishable skills topical areas enumerated above.

EMERGENCY MEDICAL DISPATCH CERTIFICATION AND CONTINUING DISPATCH EDUCATION (CDE) TRAINING REQUIREMENTS FOR PUBLIC SAFETY DISPATCHERS

Rocklin's entry and journey-level public safety dispatchers are required to obtain biennial Emergency Medical Dispatch (EMD) certification from the National Academies of Emergency Dispatch (NAED). Initial certification shall be obtained by successfully completing a twenty-four (24) hour EMD course within one year of appointment, and obtaining a current CPR certification. Following course completion, all PSDs must complete a two-hour (2) computer-based training course which provides an advanced level of EMD certification.

In addition to initial certification, twenty-four (24) hours of Continuing Dispatch Education (CDE) must be obtained biennially to coincide with the PSD's initial certification course completion date. Twenty-four (24) hours of CPT credit is also required for dispatchers biennially coinciding with POST's CPT cycle. A current CPR certificate must also be maintained in addition to the CDE hours.

Approved CDE criteria provide training on NAED protocols, telecommunication essentials, legal issues, caller management techniques, quality improvement, and Dispatch Life Support.

CDE CATEGORY	MAXIMUM HOUR CREDIT
NAED-created educational products	36
Workshops and seminars	16
Multimedia education	16
Teaching	4
Protocol review	4
Miscellaneous (on the job training)	4

PROFESSIONAL CERTIFICATES - POST regulation in PAM

To qualify for award of certificates, applicants shall have completed combinations of education, training and experience as prescribed by the Commission.

(a) Training Points: Twenty classroom hours of police training acknowledged by the Commission shall equal one training point. Such training must be conducted in a classroom or other appropriate site, in increments of two hours or more, taught by a qualified instructor, concluded with appropriate testing, and for which records are kept.

(b) Education Points: One semester unit shall equal one education point and one quarter unit shall equal two-thirds of a point. Such units of credit shall have been awarded by an accredited community college, college, university, or until January 1, 1998, by a non-accredited, state-approved college that offers programs exclusively in criminal justice (refer to Regulation 1001(a) for definition of acceptable college education).

(c) All education and training must be supported by copies of transcripts, diplomas and other verifying documents attached to the application for POST certificate. Units of credit transferred from one education institution to another must be documented by transcripts from both such educational institutions. When credit is awarded, it shall be counted for either training or education points, whichever is to the advantage of the applicant.

(d) Training acquired in completing a certified Basic Course may be credited toward the number of training points necessary to obtain the Intermediate or Advanced Certificate. When education points as well as training points are acquired in completing the Basic Course, the applicant may select, without apportionment, the use of either the education points or the training points.

(e) For the Regular or Specialized Certificate Programs, law enforcement experience in California as a full-time, paid peace officer shall be accepted for the full period of such experience.

(f) In other law enforcement categories (e.g., out-of-state or military law enforcement experience) the required experience shall be accepted by the Commission, not to exceed a maximum of five years. The experience must be documented and the name of the organization(s) indicated, years of service, duties performed, and types of responsibility.

(g) The Supervisory, Management, and Executive Certificates each require two years of satisfactory experience in the capacity designated in subparagraphs F-1-8(d), F-1-9(d) or F-1-10(d). Middle management experience shall be substitutable for supervisory experience. Department head experience may substitute for middle management or supervisory experience. An aggregate of four years' of experience (with at least two years of experience at the higher rank) is required to receive both the Supervisory and Management Certificates; an aggregate of six years' of experience (with at least two years of experience at the higher rank) is required for all three certificates to be awarded.

BASIC CERTIFICATE REQUIREMENTS

Employees hired after January 1, 1988 who have satisfactorily completed their period of probation (no less than one year as attested to by the department head) are eligible for this certificate. An applicant must acquire the certificate upon completion of probation of not less than 12 months but within 24 months of date of hire. If the local probation period is 24 months, an additional 3 months shall be allowed for obtaining the certificate.

For officers employed before January 1, 1988, they must have completed a period of satisfactory service of no less than one year. The Executive Director shall have the authority to determine the manner in which the time periods are calculated, when there is change of employers, injury, illness, or other such extraordinary circumstances over which the applicant or department may have little or no control

In addition to the requirements set forth above and satisfying requirements specified in Regulation 1011 (a)(4) of the POST Administrative Manual (PAM), the applicant for the award of the Regular or Specialized Basic Certificate must have satisfactorily met the appropriate POST Basic Course training requirement. The certificate shall include the applicant's name and experience category of the employing agency.

INTERMEDIATE CERTIFICATE REQUIREMENTS

In addition to the requirements set forth in Regulation 1011 (a)(4) of the POST Administrative Manual, the applicant for the award of the Regular or Specialized Intermediate Certificate must:

(a) Possess or be eligible to possess a Basic Certificate; and

(b) Satisfy the prerequisite basic course training requirement as described in PAM, Section 1005(a), and have acquired the training and education points and/or the college degree designated and the prescribed years of law enforcement experience in one of the following combinations:

Degree or Education Points*		Law Enforcement Experience		Training Points
Bachelor Degree	and	2 years	plus	0
Associate Degree	and	4 years	plus	0
45 Education Points	and	4 years	plus	45
30 Education Points	and	6 years	plus	30
15 Education Points	and	8 years	plus	15

ADVANCED CERTIFICATE REQUIREMENTS

In addition to the requirements set forth in Regulation 1011 (a)(4) of the POST Administrative Manual, the applicant for the award of the Regular or Specialized Advanced Certificate must:

- (a) Possess or be eligible to possess an intermediate certificate; and
- (b) Satisfy the prerequisite basic course training requirement and have acquired the training and education points and/or the college degree designated and the prescribed years of law enforcement experience in one of the following combinations:

Degree or Education Points*		Law Enforcement Experience		Training Points
Master Degree	and	4 years	plus	0
Bachelor Degree	and	6 years	plus	0
Associate Degree	and	9 years	plus	0
45 Education Points	and	9 years	plus	45
30 Education Points	and	12 years	plus	30

SUPERVISORY CERTIFICATE REQUIREMENTS

In addition to the requirements set forth in Regulation 1011 (a)(4) of the POST Administrative Manual, the applicant for the award of the Regular or Specialized Supervisory Certificate must:

- (a) Possess or be eligible to possess an Intermediate Certificate; and
- (b) Complete a minimum of 60 semester units
- (c) Satisfactorily meet the training requirement of the POST-certified Supervisory Course; and
- (d) Have served satisfactorily for a period of two years as a permanent first-level supervisor or higher. The certificate shall include the applicant’s name, official title and name of employing jurisdiction or agency.

MANAGEMENT CERTIFICATE REQUIREMENTS

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In addition to the requirements set forth in Regulation 1011 (a)(4) of the POST Administrative Manual, the applicant for the award of the Regular or Specialized Management Certificate must:

- (a) Possess or be eligible to possess an Advanced Certificate; and
- (b) Complete a minimum of 60 semester units.
- (c) Satisfactorily meet the training requirement of the POST-certified Management Course; and
- (d) Have served satisfactorily for a period of two years of law enforcement experience as a permanent first-level supervisor or higher, plus two years of law enforcement experience as a permanent middle manager or higher. The certificate shall include the applicant's name, official title and name of employing jurisdiction or agency. When a holder of a Management Certificate transfers as an assistant department head or middle manager to another jurisdiction, a new certificate may be issued upon request, as provided for in PAM, Section F-3, displaying the name of the new jurisdiction.

EXECUTIVE CERTIFICATE REQUIREMENTS

In addition to the requirements set forth in Regulation 1011 (a)(4) of the POST Administrative Manual, the applicant for the award of the Regular or Specialized Executive Certificate must:

- (a) Possess or be eligible to possess an Advanced Certificate.
- (b) Complete a minimum of 60 semester units.
- (c) Satisfactorily meet the training requirements of the POST-certified Executive Development Course.
- (d) Possess a minimum of two years law enforcement experience as a permanent department head with the current employing agency.
- (e) In order to be awarded three certificates, Supervisory, Management, and Executive, or any combination of the two possess a minimum of two years of experience at the levels stated in Regulations 1011(a)(9)(E), 1011(a)(10)(E), and 1011(a)(11)(E) respectively, as appropriate for the award. The certificate shall include the applicant's name, official title and name of employing jurisdiction. When a holder of an Executive Certificate transfers as a department head to another jurisdiction, a new certificate may be issued upon request as provided for in PAM, Section F-3, displaying the name of the new jurisdiction or agency.

PUBLIC SAFETY DISPATCHER CERTIFICATE

To be eligible for the award of a Public Safety Dispatcher Certificate, an applicant must:

- (a) Currently be a full-time, non-peace officer employee who performs duties which include receiving emergency telephone calls for law enforcement service and/or dispatching law enforcement personnel; and
- (b) Have been selected in accordance with minimum selection standards described in PAM, Section 1018.
- (c) Have satisfactorily completed a POST-certified Public Safety Dispatcher’s Course of no less than 80 hours.
- (d) Have satisfactorily completed a probationary period with the agency of at least 12 months.

DISPATCHER INTERMEDIATE CERTIFICATE AWARD REQUIREMENTS

Applicants for the award of a Dispatcher Intermediate Certificate shall:

- (a) Satisfy the requirements specified in Regulation 1011(c)(3) for all certificates.
- (b) Possess or be eligible to possess the Dispatcher Basic Certificate for the current position.
- (c) Satisfy one of the following eligibility combinations:

Degree or Education Points*		Law Enforcement Experience		Training Points
Bachelor Degree	and	3 years	plus	0
Associate Degree	and	5 years	plus	0
45 Education Points	and	5 years	plus	12
30 Education Points	and	7 years	plus	11
15 Education Points	and	9 years	plus	10

*Excess education points may be applied towards training points on a point-for-point basis [reference Regulation 1011(a)(3)(D)].

DISPATCHER ADVANCED CERTIFICATE AWARD REQUIREMENTS

Applicants for the award of an Advanced Certificate shall:

- (a) Satisfy the requirements specified in Regulation 1011(c)(3) for all certificates.
- (b) Possess or be eligible to possess the Dispatcher Intermediate Certificate.
- (c) Satisfy one of the following eligibility combinations:

Degree or Education Points*		Law Enforcement Experience		Training Points
Master Degree	and	5 years	plus	0
Bachelor Degree	and	7 years	plus	0
Associate Degree	and	9 years	plus	0
45 Education Points	and	9 years	plus	12
30 Education Points	and	11 years	plus	11

*Excess education points may be applied towards training points on a point-for-point basis [reference Regulation 1011(a)(3)].

RECORDS SUPERVISOR CERTIFICATE

To be eligible for the award of a Public Safety Records Certificate, an applicant must:

- (1) Currently be a records supervisor as defined in PAM Regulation 1003(a)(1)(A)(3), and have been reported to POST in accordance with Regulation 1003, Notice of Appointment/Termination; and
- (2) Have satisfactorily completed a probationary period established by the employing agency as a records supervisor; and
- (3) Have a minimum of two years of satisfactory service with the employing agency as a records supervisor; and
- (4) Have graduated high school or passed the General Education Development Test (GED); and
- (5) Have been trained in accordance with the minimum training standards described in PAM Section 1005(h)

ANNUAL REVIEW

As provided for in the Department's Policy and Procedures, the Profession Standards Unit will conduct an annual training-needs assessment of the Police Department. The needs assessment will be reviewed by the Police Department's Training Committee. Upon approval of the Committee, the needs assessment will form the basis for the training Plan for the fiscal year. It is the responsibility of the Training Lieutenant to maintain, review and update the Training Plan on an annual basis.

RANK/POSITION ASSIGNMENT-SWORN PERSONNEL

- A. CHIEF OF POLICE
- B. CAPTAIN
- C LIEUTENANT
- D. SERGEANT
- E. CORPORAL
- F. POLICE OFFICER
- G. POLICE OFFICER TRAINEE
- h. RESERVE OFFICER I, II, III

License/Certificate Requirements for all positions:

California Driver's License: (prerequisite to hire or volunteer for all RPD employees)

CHIEF OF POLICE

Standard Training Requirements

MANDATED TRAINING:

Executive Development Course

Initial Training: Within 1 year of appointment

Recertification: Not required

Sexual Harassment/Hostile Work Environment Training (Gov. Code 12950.1) AB 1825

Initial Training: Within 1 year of appointment/HR Orientation if requirement not satisfied

Recertification: Every 2 years (Biennially)

Management Course

Initial Training: Within 1 year of management appointment (lieutenant level & above)

Recertification: Not required

Racial Profiling & Cultural Diversity Training - ALL SWORN

Initial/Recertification: Within 5 years on initial then every 5 five years

CLETS/NCIC -Less than Full Access Operator (G.O. O-1)

Initial Training: During Orientation Phase if requirement not compliant/satisfied

Recertification: Every other year

Firearms Qualification

Initial/Recertification: within 6 months of appointment if not met/Annually

SEMS/NIMS – (100, 700,200, 800, 300) Command Staff: 400

Initial Training: Within 1 year of appointment if requirements not satisfied

Initial/Recertification: once

Continuing Professional Training (POST)

Recertification: 24 hours of training every 2 years

(2 hours must be devoted to updates in perishable skills)

Role of the Police Chief

Initial Training: Within 2 years of appointment if requirement not satisfied

Recertification: Not required

First Aid/CPR

Initial Training: Within 1 year of appointment or expiration of 1st Aid/CPR cert

Recertification: Every 2 years (Biennially)

Blood borne Pathogens (CAL-OSHA)

Initial Training: Initial Training: Required upon assignment for first aid providers
Recertification: Annually

DESIRABLE TRAINING:

Domestic Violence Update (Optional at/above supervisor)

Initial Training: Optional
Recertification: Biennially (Optional)

California Police Chief's Conference

Initial Training: Not required
Recertification: Annual

International Association of Police Chief's Conference

Initial Training: Not required
Recertification: Annual

PLEA Conference

Initial Training: Not required
Recertification: Annual

Senior Management Institute for Police (SMIP)

Initial Training: Not required
Recertification: Not required

FBI LEEDS Training

Initial Training: Not required
Recertification: Not required

License/Certificate Requirements:

- POST Intermediate Certificate: Within 4 years of appointment or upon satisfying POST requirements as in Reg. 1011(a)(4)
- POST Advanced Certificate: Must possess or able to possess an Advanced Cert upon satisfying POST requirements as in Reg. 1011(a)(4)
- POST Supervisory Certificate: Must have satisfactorily completed the Supervisory Core Course (usually at Sergeant level)
- POST Management Certificate: Must have satisfactorily completed the Management Course (usually at Lieutenant level)
- POST Executive Certificate: Upon completion of 2 years of serving as Department Head

CAPTAIN

Standard Training Requirements

MANDATED TRAINING:

Management Course

First Required: Within 1 year of appointment if requirement not satisfied

Recertification: Not required

Executive Development Course Part 1 & 2

Initial Training: Within 1 year of appointment to a dept. head or executive position

Recertification: Not required

Sexual Harassment/Hostile Work Environment Training (Gov. Code 12950.1) AB 1825

Initial Training: Within 1 year of appointment if requirement not satisfied

Recertification: Every 2 years (Biennially)

Racial Profiling & Cultural Diversity Training - ALL SWORN

Initial/Recertification: Every 5 five years

CLETS/NCIC -Less than Full Access Operator (G.O. O-1)

Initial Training: During orientation phase if requirement not compliant/satisfied

Recertification: Every other year (Biennially)

Firearms Range Qualification

Initial/Recertification: within 6 months of appointment if not met/Annually

SEMS/NIMS – (100, 700, 200, 800) Middle Mgmt.: 300 Command Staff: 400

Initial Training: Within 1 year of appointment if requirements not satisfied

Initial/Recertification: Not required

Continuing Professional Training (POST)

Recertification: 24 hours of training every 2 years

(2 hours must be devoted to updates in perishable skills)

First Aid/CPR

Initial Training: Within 1 year of appointment or expiration of 1st Aid/CPR cert

Recertification: Every 2 years (Biennially)

Blood borne Pathogens (CAL-OSHA)

Initial Training: Required upon assignment for first aid providers

Recertification: Annually

DESIRABLE TRAINING:

Domestic Violence Update - Optional at/above supervisor

Initial Training: Optional
Recertification: Biennially

Officer Involved Shooting Investigations- Mgmt./Supervisor

Initial Training: Within 2 years of appointment if not taken as Lt/Sgt
Recertification: Not required

Budget Preparation Course

Initial Training: Within 1 year of appointment
Recertification: Not required

Background Investigation

Initial Training: Within 2 years of appointment (if not taken as Lieutenant)
Recertification: Not required

The Role of the Police Chief

Initial Training: within two years of appointment
Recertification: Not required

PLEA Conference

Initial Training: Not required
Recertification: Annual /not required

California Police Chief's Conference CPCA

Initial Training: Not required
Recertification: Biennial /not required

FBI National Academy

Initial Training: Within 3 years of appt. - not required (if not taken @ lieutenant level)
Recertification: Not required

POST Command College

Initial Training: Not required
Recertification: Not required

License/Certificate Requirements:

POST Intermediate Certificate: Upon satisfying POST requirements as in Reg. 1011(a)(4)
POST Advanced Certificate: Possess or able to possess an Advanced Cert upon satisfying POST requirements as in Reg. 1011(a)(4)
POST Supervisory Certificate: Upon completion of 2 yrs. of supervisory experience (Sgt. Level)
POST Management Certificate: Upon completion of 2 yrs. of management experience (Lt. level)

LIEUTENANT

Standard Training Requirements

MANDATED TRAINING:

POST Management Course

Initial Training: Within 1 year of appointment
Recertification: Not required

Sexual Harassment/Hostile Work Environment Training (Gov. Code 12950.1) AB 1825

Initial Training: Within 1 year of appointment if requirement not satisfied
Recertification: Every 2 years (Biennially)

Racial Profiling & Cultural Diversity Training - ALL SWORN

Initial/Recertification: Within first 5 years/Every 5 five years

First Aid/CPR

Initial Training: Within 1 year of appointment or expiration of
1st Aid/CPR cert for 1st responders
Recertification: Every 2 years (Biennially)

Blood borne Pathogens (CAL-OSHA)

Initial Training: Required upon assignment for first aid providers
Recertification: Annually

CLETS/NCIC -Less than Full Access Operator

Initial Training: During Orientation Phase
–Recertification: Every other year (Biennially)

Field Training Officer Management

Initial Training: Within 1 year of appointment if requirement not satisfied
Recertification: Not required

Firearms Qualification

Initial/Recertification: within 6 months of appointment if not met/Annually

NIMS/SEMS (IS 100, 700, 200, 800) Middle Mgmt.: 300 Command Staff: 400

Initial Training: Within 1 year of appointment
Recertification: Not required

Continuing Professional Training (POST)

Recertification: 24 hours of training every 2 years
(2 hours must be devoted to updates in perishable skills)

DESIRABLE TRAINING:

Domestic Violence Update - Optional at/above supervisor

Initial Training: Optional
Recertification: Biennially

Internal Affairs

Initial Training: Within 1 year of appointment if requirement not met
Recertification: Not required

Officer Involved Shooting Investigations-Management/Supervision

Initial Training: Within 2 years of appointment if requirement not met
Recertification: Not required

Law Enforcement Response to Terrorism (LERT) (appointed position)

Initial Training: Not required
Recertification: Not required

POST Command College

Initial Training: Not required
Recertification: Not required

FBI National Academy

Initial Training: within 3 years of appointment –not required
Recertification: Not required

Background Investigation-Advanced

Initial Training: Not required
Recertification: Not required

Respiratory Protection Program (CAL-OSHA) (G.O. U-4) ALL SWORN at or below Sgt

Initial Training: Upon issue of respirator (gas mask)
Recertification: Fit Testing Annually

License / Certificate Requirements:

POST Intermediate Certificate: Upon satisfying POST requirements as in Reg. 1011(a)(4)
POST Advanced Certificate: Upon satisfying POST requirements as in Reg. 1011(a)(4)
POST Supervisory Certificate: Upon completion of 2 years of supervisory experience

SERGEANT/CORPORAL

Standard Training Requirements:

MANDATED TRAINING:

Supervisory Course

Initial Training: Within 1 year of appointment if not satisfied at Corporal level

Recertification: Not required

Sexual Harassment/Hostile Work Environment Training (Gov. Code 12950.1) AB 1825

Initial Training: Within 1 year of appointment if requirement not satisfied

Recertification: Every 2 years (Biennially)

First Aid/CPR

Initial Training: Within 1 year of appointment or expiration of 1st Aid/CPR cert for 1st responders

Recertification: Every 2 years (Biennially)

Blood borne Pathogens (CAL-OSHA)

Initial Training: Required upon assignment for first aid providers

Recertification: Annually

Respiratory Protection Program (CAL-OSHA) (G.O. U-4) ALL SWORN at or below Sergeant

Initial Training: Upon issue of respirator (gas mask)

Recertification: Fit Testing Annually

Domestic Violence Update - ALL SWORN below Supervisor

Initial Training: Within 1 years of appointment

Recertification: Every 2 years (Biennially)

CLETS/NCIC -Less than Full Access Operator

Initial Training: During orientation phase

Recertification: Every 2 years

Racial Profiling & Cultural Diversity Training - ALL SWORN

Initial/Recertification: Every 5 five years

Human Trafficking

Initial Training: a minimum of two hours of within six months of being assigned to that position

High Speed Vehicle Pursuit & Policy Review

Initial Training: Policy Review during Orientation Phase

Recertification: Bi-Annual (2 hour POST telecourse or CA LE Pursuit Guidelines)

Range Qualification-Pistol/ Rifle/Shotgun/ Tactical

Initial Training: During orientation phase
Recertification: Annually
* 2 must be nighttime/low-light conditions

Rifle Operator Course

Initial Training: 16 Hours (if not satisfied)
Recertification: not required

Range Qualification-Less Lethal /OC Spray

Initial Training: During Field Training Program
Recertification: Annually

SEMS/NIMS 100, 700, 200, 800

Initial Training: Within 1 year of appointment
Recertification: Not required

TEMPORARY HOLDING FACILITY

Initial Training: Within 6 months after the date of assigned responsibility
Recertification: Every 2 years

TASER Update

Initial Training: Within 1 year of appointment
Recertification: Biennially

Mental Health Update

Initial: within 1 year of appointment
Certification: Every three years

Ethics Training

Initial: PD Orientation Mission Statement
Recertification: Biennially

Continuing Professional Training (POST)

Recertification: 24 hours every 2 years
(12 hours must be perishable skills + 2 hours communications training)

Domestic Violence Update (POST) ALL SWORN below supervisor

Initial Training: Within 2 years of appointment
Recertification: 2 hours of training every 2 years (Biennially)

Internal Affairs (Required at Lieutenant or Sergeant Level)

Initial Training: Within 2 years of appointment
Recertification: Not required

DESIRABLE TRAINING:

Field Training Supervisor/Administrator /Coordinator (SAAC)

Initial Training: transferred to a supervisory or management position overseeing a field training program within 12 months of initial appointment or transfer to such a position.

High Technology Crimes (POST)

Initial Training: Within 18 months of appointment of assigned field duties (2 hrs.)

Recertification: Not required

Elder/Dependent Adult Abuse

Initial Training: Within 18 months of appointment of assigned field /investigative duties

Recertification: Not required

Report Writing for Instructors

Initial Training: Not required

Recertification: Not required

Supervisory Leadership Institute - "Sherman Block" – Sergeants Only

Training: Upon completion of 2 years of Supervisory experience

Recertification: None

Background Investigation

Initial Training: Not required

Recertification: Not required

Interview and Interrogation

Initial Training: Not required

Recertification: Not required

Supervision, Leadership and Accountability Courses

Initial Training: Not required

Recertification: Not required

Legislative Legal Update

Initial Training: Not required

Recertification: Not required

Law Enforcement Response to Terrorism (LERT) /Officer/Coordinator

Initial Training: required for Terrorism Liaison Coordinator or Instructor

Recertification: Not required

License / Certificate Requirements:

POST Intermediate Certificate: Upon satisfying POST requirements as in Reg. 1011(a)(4)

POST Advanced Certificate: Upon satisfying POST requirements as in Reg. 1011(a)(4)

POST Supervisory Certificate: Upon completion of 2 years of supervisory experience

POLICE OFFICER

Standard Training Requirements

MANDATED TRAINING:

Field Training Program (FTO)

Initial Training: Prior to solo patrol

Recertification: Not required

Sexual Harassment/Hostile Work Environment Training (Gov. Code 12950.1)

Initial Training: Within 1 year of appointment/hire if requirement not satisfied

Recertification: Every 3 years

First Aid/CPR

Initial Training: Within 1 year of appointment or expiration of
1st Aid/CPR cert for 1st responders

Recertification: Every 2 years

Blood borne Pathogens (CAL-OSHA)

Initial Training: Required upon assignment for first aid providers

Recertification: Annually

Respiratory Protection Program (CAL-OSHA) (G.O. U-4) ALL SWORN at or below Sgt

Initial Training: Upon issue of respirator (gas mask)

Recertification: Fit Testing Annually

Domestic Violence Update (POST) ALL SWORN below supervisor

Initial Training: Within 2 years of appointment

Recertification: 2 hours of training every 2 years

CLETS/NCIC -Less than Full Access Operator

Initial Training: During Orientation Phase

Recertification: Every other year

Racial Profiling & Cultural Diversity Training - ALL SWORN

Initial/Recertification: Every 5 five years

Human Trafficking

Initial Training: a minimum of two hours of within six months of being assigned to that position

High Speed Vehicle Pursuit & Policy Review

Required annually – 2 Hr. POST telecourse or CA LE Pursuit Guidelines

Range Qualification-Pistol/ Rifle/Shotgun/ Tactical

Initial Training: Within first week of appointment

Recertification: Annually (* 2 must be nighttime/low-light conditions)

Rifle Operator Course

Initial Training: 16 Hours (if not satisfied)

Recertification: not required

Range Qualification-Less Lethal /OC Spray

Initial Training: During Field Training Program

Recertification: Annually

SEMS/NIMS: ICS 100, 700

Initial Training: Within 1 year of appointment

Recertification: Not required

TEMPORARY HOLDING FACILITY

Initial Training: Within 6 months after the date of assigned responsibility

Recertification: Every 2 years

TASER Update

Initial Training: Within 1 year of appointment

Recertification: Biennially

Mental Health Update

Certification: Every three years

Ethics Training

Initial: PD Orientation Mission Statement

Recertification: Biennially

Continuing Professional Training (POST)

Recertification: 24 hours every 2 years

(12 hours must be perishable skills + 2 hours communications training)

DESIRABLE TRAINING:

Drug Influence-11550 H&S

Initial Training: Within 1 year of completion of probation

Recertification: Not required

Radar Operator

Initial Training: Required for Radar Operators

Traffic Unit: Required

Recertification: Not required

Rocklin PD Training Manual

Elder/Dependent Adult Abuse

Training: Within 18 months of appointment of assigned field /investigative duties

Recertification: Not required

Community Policing

Initial Training: Not required

Recertification: Not required

Field Evidence Technician

Initial Training: Not required

Recertification: Not required

Interview and Interrogation

Initial Training: Not required

Recertification: Not required

Law Enforcement Response to Terrorism (LERT) /Officer/Coordinator

Peace officers to terrorism incidents at the rank of lieutenant and below who are assigned to a field position.

License / Certificate Requirements:

POST Basic Certificate: Upon completion of probation not less than 12 months

POST Intermediate Certificate: Upon satisfying POST requirements as in Reg. 1011(a)(4)

POST Advanced Certificate: Upon satisfying POST requirements as in Reg. 1011(a)(4)

POLICE OFFICER TRAINEE

Standard Training Requirements

MANDATED TRAINING:

Basic Police Academy

Initial Training: Within 1 year of appointment

Recertification: Not required

DESIREABLE TRAINING:

License / Certificate Requirements:

California Driver's License: Upon appointment

RESERVE OFFICER I, II, III

Standard Training Requirements

MANDATED TRAINING:

First Aid/CPR

Initial Training: Within 1 year of appointment or expiration of
1st Aid/CPR cert for 1st responders

Recertification: Every 2 years

Blood borne Pathogens (CAL-OSHA)

Initial Training: Required upon assignment for first aid providers

Recertification: Annually

Respiratory Protection Program (CAL-OSHA) (G.O. U-4) ALL SWORN at or below Sgt

Initial Training: Upon issue of respirator (gas mask)

Recertification: Fit Testing Annually

CLETS/NCIC -Less than Full Access Operator

Initial Training: During Orientation Phase

Recertification: Every other year

High Speed Vehicle Pursuit & Policy Review

Required annually – 2 Hr. POST telecourse or CA LE Pursuit Guidelines

Range Qualification-Pistol/ Tactical

Initial Training: Within first week of appointment

Recertification: Annually

Rocklin PD Training Manual

Range Qualification-Less Lethal /OC Spray

Initial Training: During Field Training Program

Recertification: Annually

TASER Update

Initial Training: Within 1 year of appointment

Recertification: Biennially

Ethics Training

Initial: PD Orientation Mission Statement

Recertification: Biennially

Continuing Professional Training (POST) (other than a Level III reserve Peace Officer)

Recertification: 24 hours every 2 years (PAM Section D-2 Recommended CPT Topics)

NOT REQUIRED: (12 hours must be perishable skills + 2 hours communications training)

DESIREABLE TRAINING:

SEMS/NIMS: IS 100, 700

Initial Training: Within 1 year of appointment

Recertification: Not required

RANK/POSITION ASSIGNMENT - PROFESSIONAL PERSONNEL

- a) EXECUTIVE/ADMINISTRATIVE ASSISTANT /SECRETARY to the POLICE CHIEF
- b) ANIMAL CONTROL OFFICER
- c) CHAPLAIN
- d) COMMUNITY SERVICE OFFICER(CSO)
- e) CRIME ANALYST
- f) CRIME PREVENTION COORDINATOR
- g) EVIDENCE / PROPERTY TECHNICIAN
- h) TECHNICAL ASSETS COORDINATOR
- i) RECORDS AND COMMUNICATIONS MANAGER/POLICE SERVICES ADMINISTRATOR
- j) Sr. POLICE TECHNICIAN/TRAINING
- k) PUBLIC SAFETY DISPATCH SUPERVISOR
- l) PUBLIC SAFETY DISPATCHER
- m) RECORDS CLERK
- n) RECORDS SUPERVISOR
- o) VOLUNTEER COORDINATOR
- p) VOLUNTEER

ADMINISTRATIVE/EXECUTIVE ASSISTANT/SECRETARY TO THE CHIEF

Standard Training Requirements

MANDATED TRAINING:

Sexual Harassment/Hostile Work Environment Training (Gov. Code 12950.1)

Initial Training: Within 1 year of appointment/hire if requirement not satisfied

Recertification: Every 3 years

NIMS/SEMS (IS 100, 700)

Initial Training: Within 1 year of appointment

Recertification: Not required

DESIRABLE TRAINING:

Public Safety Executive Secretary

Initial Training: Within 1 year of appointment

Recertification: Not required

Social Media

Initial Training: Not required

Recertification: Not required

License/Certificate Requirements:

ANIMAL CONTROL OFFICER

Standard Training Requirements

MANDATED TRAINING:

Sexual Harassment Training (Gov. Code 12950.1)

Initial Training: Within 1 year of appointment/hire if requirement not satisfied

Recertification: Every 3 years

First Aid/CPR

Initial Training: Within 1 year of appointment or expiration of
1st Aid/CPR cert for 1st responders

Recertification: Every 2 years

NIMS/SEMS (IS 100, 700)

Initial Training: Within 1 year of appointment

Recertification: Not required

Animal Law Enforcement Academy – Basic

Initial Training: Within 1 year of appointment

Recertification: Not required

PC 832 Arrest, Search & Seizure

Initial Training: Upon appointment or if > 3 year or longer break in service, complete before exercising duties as an ACO.

Recertification: Not required

PC 832 Firearms Familiarization

Initial Training: Upon appointment or if > 3 year or longer break in service, complete before exercising duties as an ACO.

Recertification: Not required

Range Qualification-Handgun

Initial Training: PC832 or within first 90 days of appointment

Recertification: Annually

Range Qualification-OC Spray

Initial Training: Within 90 days of appointment

Recertification: Annually

TASER Update

Initial Training: Within 1 year of appointment

Recertification: Biennially

Impact Weapons & Weaponless Defense (Arrest & Control-Reserve Level)

Initial Training: Within 90 days of appointment

Recertification: Biennially

DESIRABLE TRAINING:

Advanced Animal Law Enforcement Academy

Initial Training: Not required

Recertification: Not required

National Animal Control & Humane Officer Academy

Initial Training: Not required

Recertification: Not required

CHAPLAIN

Standard Training Requirements

MANDATED TRAINING:

DESIRABLE TRAINING:

Chaplain Conference:

Initial Training: Not required

Recertification: Not required

Chaplain Seminar:

Initial Training: Not required

Recertification: Not required

Crisis Intervention Team:

Initial Training: Not required

Recertification: Not required

License / Certificate Requirements:

Law Enforcement Chaplain Training/Academy (Advanced: Desired)

First Aid, CPR & AED

CRIME ANALYST

Standard Training Requirements

MANDATED TRAINING:

CLETS/NCIC -Less than Full Access Operator

Initial Training: Within 1 year of appointment

Recertification: Every other year

Sexual Harassment/Hostile Work Environment Training (Gov. Code 12950.1)

Initial Training: Within 1 year of appointment/hire if requirement not satisfied

Recertification: Every 3 years

NIMS/SEMS (IS 100, 700, 200, 800)

Initial Training: Within 1 year of appointment

Recertification: Not required

DESIRABLE TRAINING:

Crime Mapping & Analysis

Initial Training: Within 1 year of appointment if needed

Recertification: Not required

Fundamentals/Tactical Course on Crime Analysis – Advanced Skills

Initial Training: Within 2 years of appointment if needed

Recertification: Not required

COMMUNITY SERVICE OFFICER (CSO)

Standard Training Requirements

MANDATED TRAINING:

Community Service Officer-Basic Course

Initial Training: Within 1 year of appointment

Recertification: Not required

CLETS/NCIC -Less than Full Access Operator

Initial Training: Within 1 year of appointment

Recertification: Every other year

Sexual Harassment/Hostile Work Environment Training (Gov. Code 12950.1)

Initial Training: Within 1 year of appointment/hire if requirement not satisfied

Recertification: Every 3 years

NIMS/SEMS (IS 100, 700, 200, 800)

Initial Training: Within 1 year of appointment

Recertification: Not required

First Aid/CPR

Initial Training: Within 1 year of appointment or expiration of
1st Aid/CPR cert for 1st responders

Recertification: Every 2 years

DESIRABLE TRAINING:

Basic Crime Scene Investigation and Reconstruction

Initial Training: Within 2 years of appointment

Recertification: Not required

Advanced Crime Scene Investigations

Initial Training: Not required

Recertification: Not required

Traffic Accident/Basic Traffic Collision Investigation-Basic

Initial Training: Not required

Recertification: Not required

CRIME PREVENTION COORDINATOR (COMMUNITY PROGRAMS COORDINATOR)
Standard Training Requirements

MANDATED TRAINING:

Crime Prevention Thru Environmental Design or Crime Prevention - Basic

Initial Training: Within 1 year of appointment

Recertification: Not required

CLETS/NCIC -Less than Full Access Operator

Initial Training: Within 1 year of appointment

Recertification: Every other year

Sexual Harassment/Hostile Work Environment Training (Gov. Code 12950.1)

Initial Training: Within 1 year of appointment/hire if requirement not satisfied

Recertification: Every 3 years

NIMS/SEMS (IS 100, 700)

Initial Training: Within 1 year of appointment

Recertification: Not required

DESIRABLE TRAINING:

First Aid/CPR

Initial Training: Within 1 year of appointment or expiration of
1st Aid/CPR cert for 1st responders

Recertification: Every 2 years

Crime Prevention thru Environmental Design or Crime Prevention – Intermediate/Advanced

Initial Training: Not required

Traffic Accident-Basic

Initial Training: Not required

EOC Design and Function (CSTI)

Initial Training: Not required

Volunteers in Policing

Initial Training: Within 1 year of appointment

Recertification: Not required

NIMS/SEMS: Train the Trainer

Initial Training: Not required

RECORDS AND COMMUNICATIONS MANAGER/POLICE SERVICES ADMINISTRATOR

Standard Training Requirements

MANDATED TRAINING:

Public Records Act

Initial Training: Within 1 year of appointment

Recertification: Not required

CLETS/NCIC -Less than Full Access Operator

Initial Training: Within 1 year of appointment

Recertification: Every other year

Sexual Harassment/Hostile Work Environment Training (Gov. Code 12950.1) AB 1825

Initial Training: Within 1 year of appointment if requirement not satisfied

Recertification: Every 2 years

Continuing Professional Training (POST)

Recertification: 24 hours of training every 2 years

Advanced Emergency Medical Dispatch

Initial Training: Prerequisite to appointment

Recertification: Every 2 years

NIMS/SEMS (IS 100, 200, 700, 800, 300, 400)

Initial Training: Within 1 year of appointment

Recertification: Not required

DESIRABLE TRAINING:

POST Management Course / Civilian

Initial training: within 1 year of appointment

Recertification: not required

Records Supervisor

Initial Training: Within 1 year of appointment

Recertification: Not required

CPR/FIRST AID

Initial Training: Within 1 year of appointment or expiration of
1st Aid/CPR cert for 1st responders

Recertification: Every 2-3 Years

Public Records Act Update

Initial Training: When offered/available

Recertification: Not required

Annual CLEARs Conference and regional training meetings

Initial Training: Not required

Recertification: Not required

Annual NENA Annual Conference

Initial Training: Not required

Recertification: Not required

Courtroom Testimony for Dispatchers

Initial Training: Not required

Recertification: Not required

Stress Management for Dispatchers

Initial Training: Not required

Recertification: Not required

Grants – basic course for Public Agencies

Initial Training: Not required

Recertification: Not required

License/Certificate Requirements:

POST Records Supervisor Certificate: Within 1 year of appointment

POST Management Course (Optional)

PUBLIC SAFETY DISPATCHER

Standard Training Requirements

MANDATED TRAINING:

POST Basic Public Safety Dispatcher Academy

Initial Training: Within 1 year of appointment

Recertification: Not required

CLETS/NCIC -Full Access Operator

Initial Training: Within 1 year of appointment

Recertification: Every other year

Continuing Professional Training (POST)

Recertification: 24 hours of training every 2 years

Advanced Emergency Medical Dispatch

Initial Training: Within 1 year of appointment

Recertification: Every two years

NIMS/SEMS (IS 100, 700, 200, 800) (200/800 Optional)

Initial Training: Within 1 year of appointment

Recertification: Not required

Sexual Harassment/Hostile Work Environment Training (Gov. Code 12950.1)

Initial Training: Within 1 year of appointment/hire if requirement not satisfied

Recertification: Every 2 years

CPR

Initial Training: Within 1 year of appointment or expiration of

CPR cert for dispatchers

Recertification: Every 2 Years

DESIRABLE TRAINING:

Dispatcher Update Course

Training: Periodically for CPT units

Recertification: Not required

Dispatcher Call Taking Courses

Training: Periodically for CPT units

Recertification: Not required

Tactical Dispatcher Course

Training: Periodically for CPT units

Recertification: Not required

Hostage Negotiations for Dispatchers

Initial Training: Not required

Recertification: Not required

Courtroom Testimony for Dispatchers

Initial Training: Not required

Recertification: Not required

Assessing the Suicidal Caller for Dispatchers

Initial Training: Not required

Recertification: Not required

Customer Service for Dispatchers

Initial Training: Not required

Recertification: Not required

Stress Management for Dispatchers

Initial Training: Not required

Recertification: Not required

License/Certificate Requirements

California Driver's License: Upon Appointment

POST Dispatcher Certificate: Upon completion of probation

National Academies of Emergency Dispatch Advanced EMD Certificate

PUBLIC SAFETY DISPATCH SUPERVISOR

Standard Training Requirements

MANDATED TRAINING:

POST Basic Public Safety Dispatcher Academy

Initial Training: Prerequisite to appointment
Recertification: Not required

CLETS/NCIC -Full Access Operator

Initial Training: Within 1 year of appointment
Recertification: Every other year

Continuing Professional Training (POST)

Recertification: 24 hours of training every 2 years

Advanced Emergency Medical Dispatch

Initial Training: Within 1 year of appointment
Recertification: Every two years

NIMS/SEMS (IS 100, 700, 200, 800)

Initial Training: Within 1 year of appointment
Recertification: Not required

Sexual Harassment/Hostile Work Environment Training (Gov. Code 12950.1) AB 1825

Initial Training: Within 1 year of appointment if requirement not satisfied
Recertification: Every 2 years

DESIRABLE TRAINING:

Civilian Supervisory Courses/Updates

Initial training: Within 1 year of appointment
Recertification: Not required

Dispatcher Update Course

Initial Training: Not required
Recertification: Not required

RIMS User Conference

Initial Training: Not required
Recertification: Not required

Rocklin PD Training Manual

CALNENA Conference

Initial Training: Not required

Recertification: Not required

License/Certificate Requirements

California Driver's License: Upon Appointment

POST Dispatcher Certificate: Upon completion of probation

National Academies of Emergency Dispatch Advanced EMD Certificate

PROPERTY & EVIDENCE TECHNICIAN

Standard Training Requirements

MANDATED TRAINING:

Property Room Management (POST)

Initial Training: Within 1 year of appointment

Recertification: Not required

Sexual Harassment/Hostile Work Environment Training (Gov. Code 12950.1)

Initial Training: Within 1 year of appointment/hire if requirement not satisfied

Recertification: Every 3 years

NIMS/SEMS (IS 100, 700)

Initial Training: Within 1 year of appointment

Recertification: Not required

DESIRABLE TRAINING:

California Association for Property & Evidence (CAPE) Conference

Initial Training: Not required

Recertification: Not required

IAPE Property Course

Initial Training: Not required

Recertification: Not required

CAPE Training Meetings

Initial Training: Not required

Recertification: Not required

License / Certificate Requirements:

California Driver's License: Upon appointment

SR. POLICE TECHNICIAN/TRAINING

Standard Training Requirements

MANDATED TRAINING:

Training Manager's Course

Initial Training: Within 1 year of appointment

Recertification: Not required

Sexual Harassment/Hostile Work Environment Training (Gov. Code 12950.1)

Initial Training: Within 1 year of appointment/hire if requirement not satisfied

Recertification: Every 3 years

NIMS/SEMS (IS 100, 700)

Initial Training: Within 1 year of appointment

Recertification: Not required

DESIRABLE TRAINING:

U.S. Dept. of Justice Financial Seminar

Initial Training: Not required

Recertification: Not required

California Department of Finance-Governmental Budgeting

Initial Training: Not required

Recertification: Not required

Government /Law Enforcement Budget Training Program

Initial Training: Within 2 years of appointment

Recertification: Not required

LETMA

Initial Training: Not required

POST Training Administrator Course

Initial Training: Not required

License / Certificate Requirement:

RECORDS CLERK

Standard Training Requirements

MANDATED TRAINING:

CLETS/NCIC-Less than Full Access Operator

Initial Training: Within 1 year of appointment

Recertification: Every other year

Sexual Harassment/Hostile Work Environment Training (Gov. Code 12950.1)

Initial Training: Within 1 year of appointment/hire if requirement not satisfied

Recertification: Every 3 years

NIMS/SEMS (IS 100, 700)

Initial Training: Within 1 year of appointment

Recertification: Not required

DESIRABLE TRAINING:

CPR/FIRST AID

Initial Training: Not required

Recertification: Not required

Public Records Act

Initial Training: Within 1 year of appointment

Recertification: Not required

Basic Records

Initial Training: Within 1 year of appointment

Recertification: Not required

Verbal Judo

Initial Training: Not required

Recertification: Not required

Customer Service

Initial Training: Not required

Recertification: Not required

License/Certificate Requirements:

California Drivers' License: Upon appointment

RECORDS SUPERVISOR

Standard Training Requirements

MANDATED TRAINING:

Records Supervisor

Initial training: Within 1 year of appointment
Recertification: Not required

Public Records Act

Initial training: Within 1 year of appointment
Recertification: Not required

CLETS/NCIC -Less than Full Access Operator

Initial Training: Within 1 year of appointment
Recertification: Every other year

Sexual Harassment/Hostile Work Environment Training (Gov. Code 12950.1) AB 1825

Initial Training: Within 1 year of appointment if requirement not satisfied
Recertification: Every 2 years

NIMS/SEMS (IS 100, 200, 700, 800)

Initial Training: Within 1 year of appointment
Recertification: Not required

DESIRABLE TRAINING:

Supervisory Courses

Initial Training: Not required
Recertification: Not required

CLEARs Training Meetings

Initial Training: Not required
Recertification: Not required

Annual CLEARs Conference

Initial Training: Not required
Recertification: Not required

License/Certificate Requirements:

California Drivers' License: Upon appointment

TECHNICAL ASSETS COORDINATOR

Standard Training Requirements

MANDATED TRAINING:

CLETS/NCIC -Less than Full Access Operator

Initial Training: Within 1 year of appointment

Recertification: Every other year

NIMS/SEMS (IS 100, 700)

Initial Training: Within 1 year of appointment

Recertification: Not required

Sexual Harassment/Hostile Work Environment Training (Gov. Code 12950.1)

Initial Training: Within 1 year of appointment/hire if requirement not satisfied

Recertification: Every 3 years

DESIRABLE TRAINING:

RIMS CONFERENCE

Initial Training: within 1 year of appointment

Recertification: every year

INVENTORY AND DATA STORAGE

Initial Training: within 1 year of appointment

Recertification: Not required

Property Room Management

Initial Training: Within 2 years of appointment

Recertification: Not required

Basic Records

Initial Training: Within 1 year of appointment

Recertification: Not required

License/Certificate Requirements:

California Drivers' License: Upon appointment

VOLUNTEER COORDINATOR

MANDATED TRAINING:

CPR Training

Initial Training: Within 1 year of appointment

Recertification: Every 2 Years

CLETS/NCIC -Less than Full Access Operator

Initial Training: Within 1 year of appointment

Recertification: Every other year

NIMS/SEMS (IS 100, 700)

Initial Training: Within 1 year of appointment

Recertification: Not required

Sexual Harassment/Hostile Work Environment Training (Gov. Code 12950.1)

Initial Training: Within 1 year of appointment/hire if requirement not satisfied

Recertification: Every 3 years

DESIRABLE TRAINING:

Law Enforcement Volunteer Coordinator Training/Conference (LEVOC)

Initial Training: Not required

Recertification: Not required

VOLUNTEER

Standard Training Requirements

MANDATED TRAINING:

RPD Volunteer Orientation & Academy

Initial Training: Before appointment

Recertification: Not required

CPR Training (Hands Only)

Initial Training: Within 1 year of appointment

Recertification: Every 2 Years

DESIRABLE TRAINING:

Volunteers in Police Service

Initial Training: Not required

TASK / SPECIALTY ASSIGNMENTS

- ADMINISTRATIVE SERGEANT
- ARMORER
- BICYCLE PATROL
- BICYCLE PATROL INSTRUCTOR
- CANINE (K9) HELPER
- CANINE (K9) HANDLER
- CHEMICAL AGENT INSTRUCTOR
- COMMUNICATIONS TRAINING OFFICER
- CSI/CSS TEAM
- DEFENSIVE TACTICS INSTRUCTOR
- DETECTIVE
- DETECTIVE SERGEANT
- DIVERSIONARY DEVICE INSTRUCTOR
- EOD – EXPLOSIVE ORDNANCE DISPOSAL
- FIELD TRAINING OFFICER
- FIREARMS INSTRUCTOR
- FIRST AID/CPR INSTRUCTOR
- HONOR GUARD
- HOSTAGE NEGOTIATION TEAM
- IMPACT WEAPONS INSTRUCTOR
- LEAD ARMORER
- LESS LETHAL INSTRUCTOR
- MENTAL HEALTH LIAISON
- OFF-ROAD MOTORCYCLE PATROL
- PEER SUPPORT COORDINATOR
- PERSONNEL/TRAINING SERGEANT
- PUBLIC RELATIONS TEAM/OFFICER
- PROFESSIONAL STANDARDS LIEUTENANT
- RANGE INSTRUCTOR
- RANGEMASTER
- SCHOOL RESOURCE OFFICER
- SHOTGUN ARMORER
- SWAT
- SWAT LEADER
- TACTICAL DISPATCHER
- TACTICAL FLIGHT OFFICER
- TASER INSTRUCTOR
- TERRORISM LIAISON OFFICER
- TRAFFIC OFFICER
- TRAFFIC SERGEANT

- **FTO ASSISTANT COORDINATOR**
- **RESERVE PROGRAM ASSISTANT COORDINATOR**
- **RESERVE PROGRAM COORDINATOR**
- **IMPACT WEAPONS INSTRUCTOR**
- **ARREST AND CONTROL INSTRUCTOR**
- **CSI OPERATIONS DIVISION**
- **MENTAL HEALTH LIAISON**
- **PUBLIC RELATIONS TEAM**
- **LESS LETHAL INSTRUCTOR**
- **CHEMICAL MUNITIONS INSTRUCTOR**
- **TASER INSTRUCTOR**
- **WEAPONLESS DEFENSE INSTRUCTOR**
- **GLOCK ARMORER**
- **COLT AR-15 ARMORER**
- **TERRORISM LIAISON OFFICER/COORDINATOR**
- **RADAR/LIDAR INSTRUCTOR**
- **DRIVER TRAINING /AWARENESS INSTRUCTOR**
- **RIFLE OPERATOR INSTRUCTOR**

ADMINISTRATIVE SERGEANT

Standard Training Requirements:

MANDATED TRAINING: (in addition to requirements for Sergeant)

Internal Affairs

Initial Training: Within 6 months of appointment

Recertification: Not required

Interview and Interrogation

Initial Training: Within 1 year of appointment

Recertification: Not required

DESIRABLE TRAINING:

Background Investigation

Initial Training: Within 1 year of appointment if assigned to backgrounds

Recertification: Not required

Emergency Management

Initial Training: Within 1 year of appointment

Recertification: Not required

Emergency Operations Center Orientation

Initial Training: Within 1 year of appointment

Recertification: Not required

Special Events Planning

Initial Training: Within 2 years of appointment

Recertification: Not required

ARMORER

Standard Training Requirements:

MANDATED TRAINING:

Sig Sauer /Glock/Colt Armorer

Initial Training: Within 1 year of appointment

Recertification: Every 3 years

Armorer (AR-15/Shotgun/Rifle)

Initial Training: Within 1 year of appointment

Recertification: Every 3 years

DESIRABLE TRAINING:

ARMORER FIELD SCHOOL

Initial Training: Not required

Recertification: Every 3 years

Less Lethal Weapons Armorer

Initial Training: Not required

Recertification: Every 3 years

Armorer-MP5 Trigger Group

Initial Training: Not required

Recertification: Every 3 years

License / Certificate Requirements:

BICYCLE PATROL

Standard Training Requirements:

MANDATED TRAINING:

Bicycle Patrol-Basic

Initial Training: Within 1 year of appointment

Recertification: Not required

DESIRABLE TRAINING:

Bicycle Patrol Advanced

Initial Training: Not required

Recertification: Not required

BICYCLE PATROL INSTRUCTOR

Standard Training Requirements:

MANDATED TRAINING:

Bicycle Patrol Instructor

Initial Training: Within 1 year of appointment

Recertification: Not required

DESIRABLE TRAINING:

Bicycle Patrol Advanced

Initial Training: Not required

Recertification: Not required

Instructor Development

Initial Training: Not required

Recertification: Not required

License / Certificate Requirements:

Bicycle Patrol Instructor Certificate within 6 months of appointment

CANINE HANDLER

Standard Training Requirements:

MANDATED TRAINING:

Canine Training (Basic)

Initial Training: Within 1 year of appointment

Recertification: Not required

Canine Team Evaluation/Certification

Initial Training: Upon completion of Canine Basic Training

Recertification: Annually

DESIRABLE TRAINING:

Canine Liability

Initial Training: Within 1 year of appointment

Recertification: Not required

Canine Handler (Advanced)

Initial Training: Within 2 years of appointment

Recertification: Not required

CANINE HELPER

Standard Training Requirements:

MANDATED TRAINING:

Canine Helper Training

Initial Training: Within 1 year of appointment

Recertification: Not required

DESIRABLE TRAINING:

DEFENSIVE TACTICS INSTRUCTOR (in addition to rank)

Standard Training Requirements

MANDATED TRAINING:

Defensive Tactics Instructor

Initial Training: Within 1 year of appointment

Recertification: Not required

Defensive Tactics Instructor Update

Initial Training: 3 years after initial course

Recertification: Every 3 years

DESIRABLE TRAINING:

ASP Instructor Training

Initial Training: Within 1 year of appointment

Recertification: Not required

Crowd Control

Initial Training: Not required

Recertification: Not required

Weapon Retention and Takeaway

Initial Training: Not required

Recertification: Not required

Arrest and Control Tactics Instructor

Initial Training: Not required

Recertification: Not required

Instructor Development

Initial Training: Not required

Recertification: Not required

DETECTIVE (in addition to training at current rank)

Standard Training Requirements

MANDATED TRAINING:

Sexual Assault Investigation

Initial Training: Within 1 year of appointment if requirement not satisfied
Recertification: Not required

Criminal Investigation ICI Core Course

Initial Training: Within 1 year of appointment
Recertification: Not required

Elder and Dependent Abuse

Initial Training: Every city police officer at a supervisory level and below assigned field or investigative duties within 18 months of field duties assignment.
Recertification: Not required

DESIRABLE TRAINING:

Interview and Interrogation

Initial Training: Within 1 year of appointment
Recertification: Not required

Child Abuse Investigation Techniques

Initial Training: Within 2 years of appointment
Recertification: Not required

Homicide Investigation (ICI)

Initial Training: Within 2 years of appointment
Recertification: Not required

Field Evidence Technician

Initial Training: Within 2 years of appointment
Recertification: Not required

Identity Theft (ICI)

Initial Training: Not required
Recertification: Not required

Robbery Investigation (ICI)

Initial Training: Not required
Recertification: Not required

Domestic Violence (ICI)

Initial Training: Not required
Recertification: Not required

Computer Crime (ICI)

Initial Training: Not required
Recertification: Not required

Background Investigation-Basic

Initial Training: Not required
Recertification: Not required

Cal-Gang Training

Initial Training: Not required
Recertification: Not required

DETECTIVE SERGEANT

Standard Training Requirements

MANDATED TRAINING: (In addition to training under 'Sergeant')

Sexual Assault Investigation

Initial Training: Within 1 year of appointment if requirement not satisfied

Recertification: Not required

Criminal Investigation ICI Core Course

Initial Training: Within 1 year of appointment

Recertification: Not required

DESIRABLE TRAINING:

Interview and Interrogation

Initial Training: Within 1 year of appointment

Recertification: Not required

Child Abuse Investigation Techniques

Initial Training: Within 2 years of appointment

Recertification: Not required

Homicide Investigation (ICI)

Initial Training: Within 2 years of appointment

Recertification: Not required

Field Evidence Technician

Initial Training: Within 2 years of appointment

Recertification: Not required

Officer Involved Shooting Investigations-Management/Supervision

Initial Training: Within 2 years of appointment

Recertification: Not required

Background Investigation-Basic

Initial Training: Not required

Recertification: Not required

Identity Theft (ICI)

Initial Training: Not required

Recertification: Not required

Rocklin PD Training Manual

Robbery Investigation (ICI)

Initial Training: Not required
Recertification: Not required

Domestic Violence (ICI)

Initial Training: Not required
Recertification: Not required

Computer Crime (ICI)

Initial Training: Not required
Recertification: Not required

Gang Investigation

Initial Training: Not required
Recertification: Not required

COMMUNICATIONS TRAINING OFFICER/COORDINATOR

Standard Training Requirements

MANDATED TRAINING:

Communications Training Officer

Initial Training: Within 1 year of appointment, prior to 1st trainee

Recertification: Not required

CLETS/NCIC Train the Trainer

Initial Training: Within 1 year of appointment

Recertification: Not required

NIMS/SEMS (IC 100, 200, 700, 800 – Train the Trainer)

Initial Training: Within 1 year of appointment

Recertification: Not required

DESIRABLE TRAINING:

Professional Staff Training Officer Update

Initial Training: 3 years after CTO course

Recertification: Update every 3 years

FIELD TRAINING OFFICER

Standard Training Requirements

MANDATED TRAINING:

Field Training Officer

Initial Training: Within 6 months of appointment, prior to 1st Trainee

Recertification: Every 3 years (if an active FTO)

Field Training Officer Update

Initial Training: Within 3 years of basic FTO Course

Recertification: 24 hours every 3 years

DESIRABLE TRAINING:

Report Writing for Instructors

Initial Training: Not required

Recertification: Not required

Supervisory Courses

Initial Training: Not required

Recertification: Not required

Legislative Legal Update

Initial Training: Not required

Recertification: Annually

POST Instructor Development Courses

Initial Training: Not required

FIRST AID/ CPR INSTRUCTOR

Standard Training Requirements

MANDATED TRAINING:

First Aid / CPR Instructor (American Heart or Red Cross) POST Certified

Initial Training: Within 6 months of appointment

Recertification: Not required

First Aid / CPR Instructor Update (American Heart or Red Cross)

Initial Training: Within 3 years of Basic First Aid Instructor course

Recertification: Every 3 years or regulation changes

First Aid/Automatic External Defibrillators

Initial Training: Within 1 year of appointment

Recertification: Not required

DESIRABLE TRAINING:

POST Instructor Development

Initial Training: Not required

Recertification: Not required

EMT Certification:

Initial Training: Not required

Recertification: If certified, then once every 2 years

License / Certificate Requirements:

1st Aid/CPR Instructor Certificate

CRISIS NEGOTIATOR (CINT Team)

Standard Training Requirements

MANDATED TRAINING:

Hostage Negotiations-Basic

Initial Training: Within 1 year of appointment

Recertification: Not required

Hostage Negotiations-Intermediate

Initial Training: Within 3 years of Basic Course

Recertification: Not required

DESIRABLE TRAINING:

CAHN Regional Training Meetings -Retraining

Recertification Training: Once every 3 years

Hostage Negotiations for Command Personnel (Team Leader)

Initial Training: Within 1 year of appointment

Recertification: Not required

Hostage Negotiations-Advanced

Initial Training: Within 5 years of Basic Course

Recertification: Not required

CAHN Annual Conference

Initial Training: Not required

Recertification: Not required

Domestic Violence for Crisis Negotiators

Initial Training: Not required

Recertification: Not required

OFF ROAD MOTORCYCLE PATROL

Standard Training Requirements

MANDATED TRAINING:

Off Road Motorcycle Training

Initial Training: Within 1 year of appointment, prior to solo riding

Recertification: Not required

DESIRABLE TRAINING:

Advanced Motorcycle Training

Initial Training: Not required

Recertification: Not required

License / Certificate Requirements:

California Driver's License Class M endorsement upon appointment

PEER SUPPORT COUNSELOR

Standard Training Requirements

MANDATED TRAINING:

Basic Peer Support

Initial Training: Within 1 year of appointment

Recertification: Not required

DESIRABLE TRAINING:

Basic Critical Incident Stress Management

Initial Training: Within 1 year of appointment

Recertification: Not required

Advanced Peer Support:

Initial Training: Not required

Recertification: Not required

Advanced Critical Incident Stress Management:

Initial Training: Not required

Recertification: Not required

PROFESSIONAL STANDARDS LIEUTENANT

Standard Training Requirements

MANDATED TRAINING:

Internal Affairs Investigation

Initial Training: Within 1 year of appointment

Recertification: Not required

Pitchless Motion

Initial Training: Within 1 year of appointment

Recertification: Not required

Officer Involved Shooting

Initial Training: Within 1 year of appointment

Recertification: Not required

CALEA Accreditation Manager Training

Initial Training: Within 1 year of appointment

Recertification Training: Not required

DESIRABLE TRAINING:

IAPRO

Initial Training: Within 1 year of appointment

Recertification: Not required

CALPAC (CALEA) Training Meetings/Conferences

Initial Training: Not required

Recertification: Not required

Training Managers Course

Initial Training: Within 1 year of appointment

Recertification: Not required

Training Management System Software Training

Initial Training: Within 1 year of appointment

Recertification: Not required

POST Course Coordinators Course

Initial Training: Within 1 year of appointment

Recertification: Not required

LETMA Training Managers Meetings

Rocklin PD Training Manual

Initial Training: N/A

Recertification: As scheduled

Management and Supervision of Detective Units

Initial Training: Within 1 year of appointment

Recertification: Not required

Academy Instructor Certification Course (AICC)

Initial Training: Within 1 year of appointment

Recertification: Every 3 years

RANGE INSTRUCTOR

Standard Training Requirements

MANDATED TRAINING:

Firearms Instructor

Initial Training: Within 1 year of appointment
Recertification: Not required

Firearms/Shotgun Instructor

Initial Training: Within 1 year of appointment
Recertification: Not required

DESIRABLE TRAINING:

Less Lethal Weapons Instructor

Initial Training: Within 1 year of appointment
Recertification: Not required

Firearms Instructor Update

Initial Training: Within 3 years of basic instructor course
Recertification: Not required

Rifle Operator / Long& Short Barrel Rifle Instructor

Initial Training: Within 2 years of appointment
Recertification: Not required

Instructor Development

Initial Training: Not required
Recertification: Not required

Firearms/Survival Shooting Instructor

Initial Training: Not required
Recertification: Not required

Tactical Shotgun Instructor Course

Initial Training: Not required
Recertification: Not required

Sub-Machine Gun Instructor Course

Initial Training: Not required
Recertification: Not required

SPECIAL WEAPONS AND TACTICS OFFICER

Standard Training Requirements

MANDATED TRAINING:

Basic SWAT

Initial Training: Within 6 months of appointment, prior to deployment

Recertification: Not required

Regional SWAT Monthly Training

Initial Training: Within 1 month of appointment

Recertification: 8 hours every month

Rifle-Short/Long Barrel

Initial Training: Prior to weapon use

Recertification: Not required

Tactical Commander/Critical Incident Commander (for Team Leader)

Initial Training: Within 1 year of appointment

Recertification: Not required

DESIRABLE TRAINING:

POST Certified SWAT Update/Refresher

Initial Training: Within 2 years of Basic course

Recertification: Every 2 years

Special Weapons and Tactics-Advanced

Initial Training: Within 3 years of appointment

Recertification: Not required

Diversionsary Device Instructor

Initial Training: Within 1 year of appointment

Recertification: Not required

TACTICAL DISPATCHER

Standard Training Requirements

MANDATED TRAINING:

Tactical Dispatcher Course

Initial Training: Every two years

Recertification: Not required

DESIRABLE TRAINING:

Tactical Dispatchers Association Conference

Initial Training: Not required

Recertification: Not required

TRAFFIC (MOTOR) OFFICER

Standard Training Requirements

MANDATED TRAINING:

Law Enforcement Motorcycle Training

Initial Training: Within 6 months of appointment, prior to solo riding

Recertification: Not required

Radar/Lidar Operator

Initial Training: Within 1 year of appointment

Recertification: Not required

Traffic Accident-Basic

Initial Training-Within 1 year of appointment

Recertification: Not required

Traffic Accident-Intermediate; Skid mark

Initial Training: Within 1 year of appointment

Recertification: Not required

DESIRABLE TRAINING:

Traffic Accident-Advanced

Initial Training: Within 2 years of appointment

Recertification: Not required

Traffic Accident Reconstruction

Initial Training: Not required

Recertification: Not required

Motorcycle Course Update

Initial Training: Every 3 years

Recertification: Not required

Radar/Lidar Instructor

Initial Training: Within 1 year of appointment as an instructor

Recertification:

License / Certificate Requirements:

California Driver's License Class M endorsement: Upon appointment

TRAFFIC SERGEANT/CORPORAL

Standard Training Requirements

MANDATED TRAINING:

Traffic Accident-Basic

Initial Training: Within 1 year of appointment
Recertification: Not required

Traffic Accident-Intermediate; Skid mark

Initial Training: Within 1 years of appointment
Recertification: Not required

Traffic Accident-Advanced

Initial Training: Within 2 years of appointment
Recertification: Not required

Radar/Lidar Operator

Initial Training: Within 1 year of appointment
Recertification: Not required

DESIRABLE TRAINING:

Special Events Planning

Initial Training: Not required
Recertification: Not required

Legal Traffic Updates

Initial Training: Not required
Recertification: Continual

Solo LE Motorcycle Training

Initial Training: Not required
Recertification: Not required

Traffic Accident Reconstruction

Initial Training: Not required
Recertification: Not required

Radar/Lidar Instructor

Initial Training: Within 1 year of appointment as an instructor
Recertification: per POST PAM

License / Certificate Requirements: CA Driver's License Class M endorsement

SENIOR PUBLIC SAFETY DISPATCHER

Standard Training Requirements

MANDATED TRAINING:

CLETS/NCIC -Less than Full Access Operator

Initial Training: Within 6 months of appointment

Recertification: Every other year

Sexual Harassment/Hostile Work Environment Training (Gov. Code 12950.1)

Initial Training: Within 1 year of appointment if requirement not satisfied

Recertification: ~~Not required~~ Every 3 years

CPR (FIRST AID optional)

Initial Training: Within 1 year of appointment

Recertification: Every two years

Continuing Professional Training (POST)

Recertification: 24 hours of training every 2 years

Emergency Medical Dispatch

Recertification: Every 2 years

Advanced Emergency Medical Dispatch

Initial Training: Within 1 year of appointment

Recertification: Every two years

NIMS/SEMS (IS 100, 700, 200, 800)

Initial Training: Within 1 year of appointment

Recertification: Not required

Sexual Harassment/Hostile Work Environment Training (Gov. Code 12950.1) AB 1825

Initial Training: Within 1 year of appointment if requirement not satisfied

Recertification: Every 2 years

DESIRABLE TRAINING:

Supervisory Courses/POST Civilian Supervisor Courses

Initial Training: Within 2 years of appointment

Recertification: Not required

Internal Affairs for Civilian Employees

Initial Training: Within 1 year of appointment

Rocklin PD Training Manual

Recertification: Not required

Dispatcher Update Course

Initial Training: Every two years

Recertification: Not required

Tactical Dispatcher Course

Initial Training: Within 3 years of appointment

Recertification: Not required

Effective Employee Evaluations

Initial Training: Within 1 year of appointment

Recertification: Not required

NENA Annual Conference

Initial Training: Not required

Recertification: Not required

Customer Service

Initial Training: Not required

Recertification: Not required

Courtroom Testimony for Dispatchers

Initial Training: Not required

Recertification: Not required

Stress Management for Dispatchers

Initial Training: Not required

Recertification: Not required

License/Certificate Requirements: Basic Public Safety Dispatcher Certificate

SCHOOL RESOURCE OFFICER (High School YSO) (combined)

Standard Training Requirements

MANDATED TRAINING:

School Resource Officer-Basic

Initial Training: Within 1 year of appointment

Recertification: Not required

DESIRABLE TRAINING:

Child Abuse-Sexual Assault

Initial Training: Within 1 year of appointment

Recertification: Not required

Interview and Interrogation

Initial Training: Within 1 year of appointment

Recertification: Not required

Drug Abuse Recognition

Initial Training: Within 1 year of appointment

Recertification: Not required

Crisis Intervention Team Training

Initial Training: Within 2 years of appointment

Recertification: Not required

ICI Core Course

Initial Training: Within 2 years of appointment

Recertification: Not required

Juvenile Legal Update

Initial Training: Not required

Recertification: Not required

Forensic Interviewing

Initial Training: Within 1 year of appointment

Recertification: Not required

Gang Awareness /California Gangs

Initial Training: Not required

Recertification: Not required

Rocklin PD Training Manual

Youth Access to Tobacco (308 PC)

Initial Training: Not required

Recertification: Not required

School Resource Officer-Intermediate

Initial Training: Not required

Recertification: Not required

Field Evidence Technician

Initial Training: Not required

Recertification: Not required

YOUTH SERVICES OFFICER (Sierra College)

Standard Training Requirements

MANDATED TRAINING:

None

DESIRABLE TRAINING:

Interview and Interrogation

Initial Training: Within 1 year of appointment

Recertification: Not Required

Drug Abuse Recognition

Initial Training: Within 1 year of appointment

Recertification: Not required

Crisis Intervention Team Training

Initial Training: Within 2 years of appointment

Recertification: Not required

ICI Core Course

Initial Training: Within 2 years of appointment

Recertification: Not required

YOUTH SERVICES SERGEANT

Standard Training Requirements

MANDATED TRAINING:

None

DESIRABLE TRAINING:

California College and University Police Chief's Association Annual Conference

Initial Training: Within 2 years of appointment

Recertification: Not required

School Resource Officer – Basic

Initial Training: Within 1 year of appointment for SRO

Recertification: Not required

ICI Core Course

Initial Training: Within 2 years of appointment in Investigations

Recertification: Not required

Special Events Planning

Initial Training: Within 1 year of appointment

Recertification: Not required

Crisis Intervention Team Training

Initial Training: Within 2 years of appointment

Recertification: Not required