

585-hr Basic Training Curriculum Functional Area Definitions

1.1	Criminal Justice System	An overview of the components of the criminal justice system, their functions, responsibilities and interrelationships. There are three (3) “sovereigns” in the United States which include: The federal government, state government and tribal governments and each has their own criminal justice system.
1.2	History of Law Enforcement	A history of the development of law enforcement agencies from their inception to present day including the impact of reforms implemented by Sir Robert Peel and the development of policing in the United States.
1.3	Law Enforcement Services	An outline of local, state, tribal, county and federal law enforcement and regulatory agency functions, responsibilities to the community, jurisdictional limitations and mutual aid agreements. The relationships and channels of communication between law enforcement and governmental and private resources are included.
1.4	Supervision and Management	An outline of general management and supervisory principles and techniques, as well as basic problem-solving strategies. The relationship between employee and supervisor is defined.
1.5	Ethics and Professionalism	An emphasis on the high moral, ethical and performance standards required of law enforcement personnel. The functions and responsibilities of the Arizona Peace Officer Standards and Training (AZ POST) Board are outlined.
1.6	Stress Management	A discussion of the sources, manifestations and stages of stress plus techniques for managing stress and keys to emotional survival.
2.1	Introduction to Criminal Law	An examination of the basic concepts, phrases and definitions needed to study criminal law.
2.2	Laws of Arrest	<p>A delineation of the conditions under which an officer or citizen may make an arrest. The course distinguishes between misdemeanor and felony arrests and discusses the use of the citation form for misdemeanor cases. Also covered, are the officer’s duties and responsibilities prior to, and during, the arrest including arrests with and without a warrant, discretionary enforcement of the law and use of force to effect an arrest. Person(s) immune from arrest, legal and illegal aliens and the officer’s related responsibilities are identified. Health and safety risks associated with public contact are also addressed.</p> <p><i>Note: Use of force-legal aspects of use of force are credited under this category. If discussed during DT or Firearms (even as part of the classroom lecture for these classes) credit it under that specific proficiency.</i></p>
2.3	Search and Seizure	An analysis of constitutional requirements, statutes and case law on search and seizure. The probable cause and conditions under which an officer may make a legal search and seizure, including searches of persons, premises and vehicles, are identified. The procedure for obtaining and serving a search warrant and emphasis on the recording of probable cause in written reports and affidavits for search warrants are outlined.
2.4	Rules of Evidence	A delineation of the Rules of Evidence applicable to law enforcement emphasizing the tests of admissibility of evidence applied by the courts. Direct and circumstantial evidence, hearsay, confessions, dying declarations, documentary evidence, competency of witnesses and privileged and non-privileged communications are defined.

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2.5	Summons, Subpoenas and Warrants	An overview of Arizona laws which pertains to the service and execution of summonses and subpoenas.
2.6	Civil Process	An overview of common terminology related to civil cases and the general rules pertaining to repossessions.
2.7	Administration of Criminal Justice	A review of the functions, authority and jurisdiction of the various federal and state courts and an outline of the criminal justice process from arrest to final disposition.
2.8	Juvenile Law and Procedures	A review of the agencies and laws relating to juveniles. Proper procedures and techniques necessary to detain and refer juveniles are identified, as are requirements for handling various types of juvenile-related incidents.
2.9	Courtroom Demeanor	An examination of the proper techniques for giving effective police testimony as a witness in court. Preparation, appearance, manner, attitude and use of reference materials are addressed.
2.10	Constitutional Law	An outline of the United States Constitution emphasizing the rights of the individual. A foundation for future instruction in the laws of arrest and search and seizure is provided.
2.11	Substantive Criminal Law	ARIZONA CRIMINAL LAW/STATUTES ONLY
2.12	Liability Issues	A review of common civil and criminal liability facing law enforcement agencies and officers. The concept of vicarious liability is discussed. Emphasis is placed on knowledge of federal civil rights violations including 18 U.S.C. §§242 and 243 and 42 U.S.C. §1983.
3.1	Patrol and Observation Part 1	A study of the types, purposes and techniques of police patrol. Emphasis is placed on vehicle patrol, citizen protection, crime prevention and identification, apprehension of suspects and officer safety and related tactical procedures. Answering complaints, emergency and nonemergency situations, routing patrol and observation, inspection and control of hazards and coordination of helicopter activities are covered. Methods for developing observation skills are described.
3.2	Patrol and Observation Part 2 (Off Duty Officer Safety / Responsibility)	The trainee will receive instruction and participate in an instructor-led discussion regarding officer safety, tactical considerations and appropriate actions consistent with departmental policy on off-duty law enforcement response.
3.3	Domestic Violence	An examination of the considerations and factors related to understanding domestic violence and procedures for responding effectively and managing crisis situations. This will include applicable law, specific authority granted to law enforcement agencies, services for victims and the purpose and processes of court orders.
3.4	Mental Illness	A description of the observable symptoms in common types of mental illness and associated criminal behavior. Proper techniques for handling and transporting the mentally disturbed and the legal procedures for both emergency and routine cases are addressed.
3.5	Crimes in Progress	An examination of the procedures and techniques for handling crimes in progress. Emphasis is given to the use of safety precautions for both the officer and the innocent bystander. Specific techniques for selecting response routes, cover and concealment, search procedures and other areas are covered.

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3.6	Crowd Control Formations and Tactics	A description of the fundamental techniques for controlling hostile and non-hostile crowds. The proper methods and safeguards for employing chemical agents and decontamination methods are emphasized.
3.7	Bomb Threats and Disaster Training	An outline of the officer's responsibilities and duties during a bomb threat or disaster. Procedures for identifying potential explosive devices, instituting safety precautions and securing the area are discussed. Problems facing an officer that commonly arise in the event of local and area-wide disasters are addressed.
3.8	Intoxication Cases	An examination of the indicators of alcohol intoxication as well as alcohol intoxication-like symptoms that may mask certain medical conditions.
3.9	Communication and Police Information Systems	A description of the proper techniques for the use of the police radio with emphasis given to the types of information that should be broadcast from a crime scene. A description of how to obtain and use investigative information from police records systems is explained. Modern technology in police data processing and information available through the use of local, state and national records systems are included. The use of the Arizona Criminal Identification Section and the National Crime Information Center are emphasized.
3.10	Hazardous Materials	An outline of the officer's role at a hazardous materials incident, techniques to identify different hazardous materials and to assist with resources at an incident are described.
3.11	Bias-Motivated Crimes	An outline for patrol officers in responding to bias-motivated criminal offenses including techniques for identifying, investigating and reporting bias-motivated crimes.
3.12	Fires	An outline of the officer's responsibilities at the scene of various types of fires including proper extinguishing techniques and the hazards involved. Officer and civilian safety is emphasized.
3.13	Civil Disputes	An outline of the techniques and procedures for handling civil disputes is presented. Differences between civil and domestic disputes are stressed, applicable laws are described and the specific authority granted to law enforcement agencies is emphasized.
4.1	Impaired Driver Cases	A description of the effects of alcohol and drugs on drivers and techniques for obtaining evidence for successful prosecution. Scientific tests, standardized field sobriety tests and accurate reporting are emphasized. Driving while intoxicated, implied consent and administrative per se suspension cases are discussed.
4.2	Traffic Citations	A discussion of the proper attitude and techniques essential in dealing effectively with traffic violators. The legal basis of the Uniform Traffic Citation and the differences between a misdemeanor, petty offense and civil traffic violation are discussed. Specific techniques for stopping and approaching suspects in vehicles are covered and the mechanics of completing the citation form are demonstrated.

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4.3	Traffic Collision Investigation	A delineation of the proper procedures for traffic collision investigation. Techniques for interviewing drivers and witnesses are described. The study of vehicle damage, road conditions, traffic signs and signals is emphasized. Proper methods for taking and recording evidence, measurements and photographs for the collision scene are demonstrated. Procedures for hit-and-run investigations and the mechanics of completing the collision report form are provided.
4.4	Traffic Collision Practical	Demonstration by the student of the ability to perform basic traffic collision investigation duties under simulated field conditions.
4.5	Traffic Direction	An identification and demonstration of the techniques for directing and controlling vehicular and pedestrian movements by means of hand signals. Standard hand signals and gestures designed to achieve maximum safety and efficiency for both emergency and routine traffic control are illustrated. Applicable sections of the A.R.S. relating to law enforcement authority are stressed.
4.6	Substantive Traffic Law	ARIZONA TRAFFIC LAW/STATUTES ONLY
5.1	Preliminary Investigation and Crime Scene Management	An outline of the principles common to all types of investigation with emphasis on the importance of the preliminary stage of an investigation. Topics covered include protecting the crime scene, identifying the crime involved, conducting a proper search, sketching the crime scene, recording and preserving notes and synthesizing information into a final report. The proper attitude of an officer, the importance of witnesses, the need for accurate data collection and the necessity of a thorough evaluation of the complaint are discussed.
5.2	Crime Scene Investigation (Practical)	Demonstration by the student of the ability to perform basic crime scene investigation duties under simulated field conditions.
5.3	Physical Evidence Procedures	An examination of the proper techniques for identifying and handling different types of evidence. Methods of packaging and marking evidence for identification are provided. Maintaining continuity in the handling of evidence from its discovery until it is offered in court is emphasized. The functions of a crime laboratory and the importance of scientific evidence in the prosecution of criminal cases are explained.
5.4	Interviewing and Questioning	A description of proper interviewing and questioning techniques. Proper officer attitude, the rights of the person interviewed and legal restrictions concerning oral statements, admissions and confessions are addressed.
5.5	Fingerprinting	A hands-on introduction to methods for identifying and recognizing major fingerprint patterns. Techniques for developing and preserving latent and rolled impression fingerprints are demonstrated.
5.6	Sex Crimes Investigations	An overview of the techniques for investigating the more common sex crimes, including interviewing victims and securing evidence.
5.7	Death Investigations	A description of the techniques and procedures for investigating cases involving death. Homicide, suicide, natural, accidental and Sudden Infant Death Syndrome (SIDS) cases are discussed.
5.8	Organized Crime Activity	An overview of organized criminal activities. The nature and background of the control of organized crime at the federal, state and local levels of government are covered. A discussion of gang activity in Arizona is emphasized.

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5.9	Investigation of Specific Crimes	A description of the specialized techniques used in the investigation of assault, burglary, robbery, auto theft, child abuse, missing persons and other criminal offenses.
5.10	Narcotics and Dangerous Drugs	A delineation of the procedures, techniques and hazards associated with investigating narcotics and dangerous drug violations. The distinguishing characteristics, physical affects, methods of packaging and methods of using commonly abused drugs are described
6.1	Cultural Awareness	A discussion of the benefits and methods of developing positive police/community relations, with emphasis on recognizing cultural differences within the community and the role of the individual officer in developing positive police/community relations.
6.2	Victimology	Provides information on the fears, emotional distress, physical suffering and financial loss suffered by victims/witnesses of crime. Describes the legal and moral obligations of law enforcement officers relative to victims and what officers can do to reduce the adverse impact of becoming a victim. Identifies agencies available to assist in aiding victims/witnesses.
6.3	Interpersonal Communication	A discussion of language and non-language factors which contribute to effective and ineffective inter-personal communications. The dynamics of officer/citizen interactions are explored and role playing exercises are used to demonstrate how culture and other factors can affect an individual's perceptions of an officer's behavior, and how to effectively communicate with members of different groups (the elderly, the visually impaired, non-English speaking persons, etc.).
6.4	Crime Prevention	A review of the crime prevention functions of the patrol officer and the role and services available from various crime prevention programs. Locking devices, area lighting and other methods for deterring criminal activity are discussed.
6.5	Police and the Community	A discussion of the concepts of police and the community and the philosophy involved in community-based policing and problem solving. The evolution of policing from traditional methodology is explored and the importance of developing community partnerships is stressed as well as problem-solving strategies emphasized in police/community partnerships.
7.1	Report Writing	A discussion of the defining characteristics of good reports and field notes and the importance and uses of each. The form, style and procedures for writing various reports are described and techniques for developing a complete, descriptive and accurate narrative are provided. Elements of composition, required substance, proper and improper conclusions and descriptions of person and property are addressed. Practice in taking notes and writing reports is emphasized and proficiency must be demonstrated.
8.1	First Aid	An examination of methods for providing emergency medical care to the victims of accidents or illness and related safeguards. Legal and civil issues are discussed. The basic functions and major organs of the human body are outlined. The proper procedures for handling breathing impairments, cardiac conditions, uncontrolled bleeding, injuries, wounds, shock, childbirth and other afflictions are delineated. Injury management, resuscitation, movement of the injured and extrication of victims from confined or hazardous locations are illustrated.

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8.2	Firearms Training	<p>The mechanical and safety features of a service handgun are reviewed and the proper methods for servicing and firing the weapon are demonstrated. Firearms safety is emphasized. Each student fires a minimum of 500 rounds from a service caliber handgun. The course of fire provided in the firearms addendum to the curriculum is administered and the student must achieve a minimum qualification score to successfully complete the training.</p>
8.3	Physical Conditioning	<p>The development and demonstration of each participant’s mental and physical conditions through structured exercise and classroom education. The value of physical fitness in law enforcement and the basic elements of strength training, aerobic conditioning, flexibility, nutrition and back injury prevention are emphasized. The hazards of tobacco and alcohol use are addressed and the participant receives the necessary skills and knowledge to prepare a lifetime personal fitness program.</p> <p>The physical fitness tests (fitness battery and POPAT) are administered. The student’s achievement level is measured using the performance charts provided for each test. The goal is to improve the student’s fitness level to minimize injury and enhance performance. Each student must pass POPAT as the graduation standard.</p>
8.4	High Risk Stops	Techniques for properly and safely conducting all phases of a high risk vehicle stop.
8.5	Defensive Tactics	Discussion and demonstration of various techniques for maintaining physical control of disruptive, combative or potentially dangerous subjects including restraint holds, “come-alongs,” take downs, cuff and search and proper police baton techniques. Officer safety and potential for injury or death are emphasized throughout.
8.6	Vehicle Operations	A discussion of basic defensive driving techniques and hazardous road conditions. The dynamics of a moving vehicle and the driving task are discussed.
8.7	Pursuit Operations	A hands-on study of vehicle pursuits and high-speed response procedures where students are required to drive a vehicle under simulated conditions. Techniques for high-speed vehicle control, reduction of risk and methods to successfully stop fleeing vehicles are described. Mechanical and human limitations as well as liability factors related to pursuits are emphasized.