

CJC-3941: North Carolina – Detention Officer Certification Course (NC-DOCC)

The *North Carolina - Detention Officer Certification Course (NC-DOCC)* contains the most current information available for Detention Officers. The Commission mandated 174-hour course takes approximately five weeks to complete and concludes with a comprehensive written certification exam. Upon successful completion of the course, the new Detention Officer will be eligible for certification within the State of North Carolina.

The Southwestern Community College – Division of Public Safety Training Center's *CJC-3941: NC-DOCC* curriculum currently comprises 209 Hrs., of enhanced training.

1. ORIENTATION (3 hours)

+5 Hours, Includes Detention Officer Awareness and teamwork through aspects of Drill & Ceremony

This class orients Recruits to their training venue, lists staff expectations and outlines specific course requirements. Students will know in advance the criteria for successful completion. The School Director must ensure that each provision is discussed thoroughly with the students and that the students are given an opportunity to ask questions.

2. CRIMINAL JUSTICE SYSTEM (2 hours)

This block of instruction is intended to be a general overview of the Criminal Justice System. It is important that Detention Officers understand the components of the Criminal Justice System as well as the functions of each.

3. LEGAL ASPECTS OF JAIL MANAGEMENT AND SUPERVISION (14 hours)

Recruits are introduced to topics such as legal rights and responsibilities, disciplinary procedures, legal aspects of criminal investigations, and civil liabilities. Statutes pertaining to legal issues of detention facilities accompany both the student and instructor lesson plan.

4. CONTRABAND SEARCHES (6 hours)

Using a combination of lecture and practical exercises, Recruits are required to conduct a clothed body search as well as a cell search.

5. PROCESSING INMATES (8 hours)

The first part of this block of instruction includes the booking and screening process for newly admitted inmates. Medical clearance is also discussed as well as those inmates that should not be confined in a detention facility without having been seen by medical personnel. Also included is the importance of classification in a detention setting and the impact a classification system has in the design and utilization of cell space.

6. FIRST AID AND CPR (8 hours)

No lesson plan is provided for this block of instruction. The Sheriffs' Education and Training Standards Commission has authorized the individual School Director to select and First Aid and CPR course they think will best meet the objectives outlines in the academic checklist.

7. MEDICAL CARE IN THE JAIL (6 hours)

Recruits are introduced to medical concerns within a detention facility. This lesson plans covers communicable diseases, universal precautions, general procedures for dispensing medication, and medical emergencies within the detention facility.

8. PATROL AND SECURITY FUNCTIONS OF THE JAIL (5 hours)

Internal operations in the detention facility are the main emphasis of this lesson plan. The components addressed are:

- Institutional security
- Emergency preparedness
- Facility inspection
- Programs and recreation
- Visitation

9. KEY AND TOOL CONTROL (2 hours)

This entire block is directed to the importance of operational security, issuing and controlling tools and keys in a detention facility.

10. SUPERVISION AND MANAGEMENT OF INMATES (5 hours)

Recruits review principles of supervision and management of inmates as well as the various roles of a Detention Officer. There is a section on values, attitudes, ethics, and interpersonal communication skills.

11. SUICIDES AND CRISIS MANAGEMENT (5 hours)

This block of instruction deals with the symptomology of suicides, screening procedures, as well as, crises intervention. Recruits are introduced to the background, statistics and operational strategies regarding the potential of suicides within detention facilities.

12. INTRODUCTION TO RULES AND REGULATIONS GOVERNING JAILS (2 hours)

Recruits are introduced to the rules and regulations governing the operation of the detention facilities in North Carolina.

13. STRESS (3 hours)

Recruits will receive information to increase their awareness of job stress - psychologically, emotionally, and interpersonally.

14. INVESTIGATIVE PROCESS IN THE JAIL (8 hours)

Using a combination of lecture and practical exercises, Recruits are presented with three essential themes: investigating a crime, writing a report and testifying in court. Recruits will enter an identified crime scene and document their actions and findings. Recruits will generate a report based on their initial notations and be able to testify in court based on their original report.

15. SUBJECT CONTROL TECHNIQUES (32 hours)

+16 Includes enhanced certifications, skill refinement & application

This lesson employs pressure point methods of control, gross motor counter measures, and handcuffing applications to increase Detention Officer awareness, safety and effectiveness. Recruits receive training in the reasonable application of control techniques.

16. ASPECTS OF MENTAL ILLNESS (6 hours)

This block presents an overview of mental illness and mental retardation and methods to effectively assist the individual.

17. TRANSPORTATION OF INMATES (7 hours)

The outline incorporates all major transportation issues to include searching, security, and officer safety. Recruits will conduct practical exercises in the use of restraining devices such as handcuffs, waist chains, and leg restraints.

18. FIRE EMERGENCIES (4 hours)

+1 Includes additional training related to the Fire Plan of sponsoring agencies

This lesson employs both lecture and practical exercises. Students will learn about the classification of fires, types and use of fire extinguishers, as well as how to conduct daily inspections within a detention facility in order to be alert to possible fire hazards. A practical exercise includes extinguishing an actual fire.

19. PHYSICAL FITNESS FOR DETENTION OFFICERS (22 hours)

+3.75 Includes extended physical training (PT) sessions

Recruits are trained in the importance of regular physical exercise and proper eating habits, especially for detention personnel. Hard evidence is presented on heart disease risk factors - which law enforcement officers acquire at higher rates than the general public.

20. COMMUNICATION SKILLS FOR DETENTION OFFICERS (5 hours)

This block of instruction will provide the Detention Officer with basic verbal/nonverbal strategies to more effectively communicate with others.

21. ETHICS FOR DETENTION OFFICERS (3 hours)

This block of instruction will address and introduce principles of professional and ethical conduct in the Law Enforcement community.

22. NOTETAKING & REPORT WRITING (6 hours)

+2 Includes additional hours to develop and apply content

This block of instruction will provide the Recruit with the purpose, value, and components of law enforcement reports in conjunction with the proper methods used in preparing these documents.

23. PRISON RAPE ELIMINATION ACT (2 hours)

This block of instruction will examine the Prison Rape Elimination Act (PREA) in regards to the Detention Officer's responsibilities when an inmate reports a sexual assault and the ramifications for failure to comply with established standards.

24. JUVENILES

+4 Includes specific content related to juvenile offenders

25. REVIEW & TESTING (7 hours)

+6.25 Includes additional for testing and review in preparation for the certification exam