

Division of Correction Entry Level Objectives 2023

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Administrative Procedure		
Section 1: Professionalism and Ethics		
Terminal	Enabling	
01.01		The Trainee will explain professional behavior and ethical conduct on and off duty given various situations and conditions.
	01.01.01	Define the term "ethics".
	01.01.02	Define the term "professionalism".
	01.01.03	Explain the importance of ethical conduct in corrections.
	01.01.04	Explain the importance of ethical conduct while in off-duty status.
01.02		The Trainee will identify behavior that is non-compliant with policy, procedure, and/or the law and has the potential to impact officer and/or incarcerated individual/detainee safety given various situations and conditions.
	01.02.01	Discuss the components of codes of ethics established for correctional staff by professional correctional organizations.
	01.02.02	Explain the components of the standards of conduct established for correctional staff by the employee's correctional facility.
	01.02.03	Explain ethical violations that can occur in the correctional setting.
	01.02.04	Explain methods for handling unethical situations.
Section 2: Legal Aspects of Corrections		
02.01		The Trainee will identify the importance of Constitutional rights in a correctional environment given various situations and conditions.
02.02		The Trainee will identify types of liabilities, levels of negligence and consequences of violating constitutional rights of incarcerated individuals given various situations and conditions.
	02.02.01	Explain Criminal Liability under state and federal law
	02.02.02	Explain the categories of civil lawsuits in a correctional setting
02.03		The Trainee will explain the rights of incarcerated individuals established under the First Amendment to the Constitution given various situations and conditions.
	02.03.01	Identify the constitutional requirement for exercise of religion activities.
	02.03.02	Identify the constitutional requirement for correspondence.
	02.03.03	Identify the constitutional requirement for visitation.
	02.03.04	Identify the constitutional requirement for access to the media.
02.04		The Trainee will explain the rights of incarcerated individuals established under the Fourth Amendment to the Constitution given various situations and conditions.
	02.04.01	Identify the constitutional elements for searches.
	02.04.02	Identify the constitutional elements for seizure
	02.04.03	Identify how the search of a visitor entering and exiting a correctional facility differs from incarcerated individual searches

Section 2: Legal Aspects of Corrections		
Terminal	Enabling	
02.05		The Trainee will explain the rights of incarcerated individuals established under the Fifth Amendment to the Constitution given various situations and conditions.
02.06		The Trainee will explain the rights of incarcerated individuals established under the Eighth Amendment to the Constitution given various situations and conditions.
	02.06.01	Identify the constitutional requirements for conditions of confinement.
	02.06.02	Identify the constitutional requirements for incarcerated individual medical treatment.
	02.06.03	Identify the constitutional requirements for limits on the use of force.
02.07		The Trainee will identify the rights of incarcerated individuals established under the Fourteenth Amendment to the Constitution given various situations and conditions.
	02.07.01	Identify the constitutional requirements for incarcerated individual access to counsel and courts.
	02.07.02	Identify the constitutional elements addressing incarcerated individual disciplinary methods.
	02.07.03	Identify the constitutional elements addressing punitive isolation and administrative segregation.
02.08		The Trainee will identify the rights of incarcerated individuals established under the Sixth Amendment to the Constitution given various situations and conditions.
	02.08.01	Identify the constitutional requirements for incarcerated individual access to counsel within a Pre-Trial Facility.
	02.08.02	Identify the constitutional requirements for incarcerated individual access to counsel within a Prison Facility.
Section 3: Report Writing		
03.01		Demonstrate completion of acceptable disciplinary report.
	03.01.01	Identify the elements that are essential to a well-written report.
	03.01.02	Identify the purpose of note taking.
03.02		The Trainee will identify processes to issue disciplinary reports to incarcerated individuals/detainees according to policy and procedures given various situations and conditions.
	03.02.01	Identify the various correctional reports that are required by departmental policy and procedure.
03.03		Given a scenario, simulation, or videotape demonstrate completion of acceptable incident reports.
Section 4: Sexual Harassment and Misconduct		
04.01		The Trainee will identify and recognize elements of Sexual Harassment in the workplace given various situations and conditions.

Section 4: Sexual Harassment and Misconduct		
Terminal	Enabling	
	04.01.01	Explain sexual harassment policies and procedures.
	04.01.02	Identify harassing behaviors.
	04.01.03	Identify informal actions to stop harassing behavior.
	04.01.04	Identify formal actions to stop harassing behavior.
	04.01.05	Identify external agencies where complaints of sexual harassment can be directed.
	04.01.06	Explain the protections that exist to prevent retaliation against anyone submitting a sexual harassment complaint.
04.02		The Trainee will explain the consequences of sustained allegations of sexual harassment to the institution given various situations and conditions.
04.03		The Trainee will explain the consequences of sustained allegations of sexual harassment to the perpetrator of sexual harassment given various situations and conditions.
04.04		The Trainee will identify way(s) to prevent sexual harassment from occurring in the workplace given various situations and conditions.
04.05		The Trainee will explain why it is inappropriate for staff and incarcerated individuals to have a personal relationship.
	04.05.01	Define fraternization
	04.05.02	Identify issues that can result from an officer's failure to recognize and respect boundaries between officers and incarcerated individuals.
	04.05.03	Identify methods to establish professional boundaries within the workplace.
Section 5: Stress Management for Staff		
05.01		The Trainee will identify the signs and symptoms of stress on correctional employees and its long-term effects given various situations and conditions.
05.02		The Trainee will identify coping strategies for managing stress given various situations and conditions.
Section 6: Testifying in Court		
06.01		The Trainee will explain the role of a correctional employee as it relates to effectively testifying in court proceedings.
	06.01.01	Identify the reasons correctional staff would be required to testify.
	06.01.02	Identify the role of the prosecutor.
	06.01.03	Identify the role of the defense attorney.
	06.01.04	Identify the role of the judge.
	06.01.05	Identify the requirements for being an effective witness.
	06.01.06	Identify tactics used by opposing counsel during cross-examination to discredit testimony.

Section 6: Testifying in Court		
Terminal	Enabling	
	06.01.07	Identify counter actions an employee may use to overcome tactics used by opposing counsel to discredit testimony.
Introduction to Corrections		
Section 7: Development and Purpose of Corrections		
07.01		The Trainee will explain the development of corrections in the United States.
07.02		The Trainee will be able to identify the philosophies of modern day corrections.
07.03		The Trainee will explain the mission statement for the employee's agency.
Section 8: Major Elements of the Criminal Justice System		
08.01		The Trainee will explain the major elements of the criminal justice system.
	08.01.01	Identify the function of law enforcement within the criminal justice system.
	08.01.02	Identify the federal court structure.
	08.01.03	Identify the state court structure.
	08.01.04	Identify the function of the courts within the criminal justice system.
	08.01.05	Identify the function of corrections within the criminal justice system.
08.02		The Trainee will identify the state and county agencies that constitute the correctional system in Maryland.
	08.02.01	Identify the function of county correctional facilities.
	08.02.02	Identify the function of state correctional institutions and facilities.
	08.02.03	Identify the function of community treatment and evaluation facilities.
	08.02.04	Identify the function of probation, parole, and community control agencies.
08.03		The Trainee will identify the state agencies and commissions that have regulatory authority over correctional agencies in Maryland.
08.04		The Trainee will identify the professional organizations that provide support and technical assistance to correctional practitioners.
08.05		The Trainee will explain the court's role and influence in correctional administration given various situations and conditions.
08.06		The Trainee will identify the purpose of the Maryland Commission on Correctional Standards.
Section 9: Effects of Imprisonment		
09.01		The Trainee will identify the effects of imprisonment that affect the behaviors of incarcerated individuals given various situations and conditions.

Section 9: Effects of Imprisonment		
Terminal	Enabling	
	09.01.01	Define the term "institutionalization."
	09.01.02	Identify how the process of institutionalization affects incarcerated individuals.
	09.01.03	Identify various ways incarcerated individuals adapt their behavior to the correctional environment.
	09.01.04	Identify how incarceration affects an incarcerated individual when released into the community.
Supervision and Treatment		
Section 10: Correctional Role Expectations		
10.01		The Trainee will identify the roles that correctional employees have in providing custody, security, and treatment functions within the institution given various situations and conditions.
10.02		The Trainee will explain the chain of command in a correctional agency given various situations and conditions.
10.03		The Trainee will explain why the appropriate classification of incarcerated individuals is important to the security of a correctional facility.
	10.03.01	Identify the specific criteria for security level designations.
	10.03.02	Describe the security level designations used to classify incarcerated individuals.
10.04		The Trainee will identify procedures to enforce housing unit rules and expectations (e.g., clothes, phones, visiting days, commissary, housekeeping, and television usage) given various situations and conditions.
10.05		The Trainee will explain procedures to evaluate incarcerated individual's/detainee's actions to determine the need to issue disciplinary reports given various situations and conditions.
Section 11: Cross Cultural Relations		
11.01		The Trainee will identify the factors that contribute to the development of prejudicial attitudes given various situations and conditions.
	11.01.01	Identify how the multiple ethnicities of staff and incarcerated individuals influence the correctional environment.
	11.01.02	Identify how prejudicial attitudes can contribute to problems within correctional facilities.
	11.01.03	Identify the tactics used by incarcerated individuals to capitalize on the prejudicial attitudes of staff.
	11.01.04	Identify the tactics staff can utilize to deal with prejudice and discrimination.

Section 12: Female Offenders		
Terminal	Enabling	
12.01		The Trainee will explain effective strategies for working with female offenders in the correctional setting given various scenarios.
	12.01.01	Identify factors that lead women into the criminal justice system.
	12.01.02	Identify situations that may occur during cross-gender supervision.
	12.01.03	Identify strategies for managing female offenders in the correctional environment.
Section 13: Interpersonal Communications		
13.01		The Trainee will discuss various methods to answer questions and develop/maintain lines of communication and professional rapport given various situations and conditions.
	13.01.01	Define verbal communication.
	13.01.02	Define non-verbal communication.
	13.01.03	Identify the elements of effective communication.
	13.01.04	Identify the elements of basic listening skills.
	13.01.05	Identify the barriers to effective communication.
13.02		Demonstrate effective interpersonal communication skills in a correctional setting given various situations and conditions.
	13.02.01	Identify the importance of effective communication in effective counseling.
	13.02.02	Identify effective communication skills necessary when responding to questions in a correctional setting.
	13.02.03	Describe effective listening skills while dealing with an incarcerated individual who appears to be in crisis.
	13.02.04	Describe interpersonal communication.
13.03		The Trainee will demonstrate strategies to de-escalate conflicts in a correctional setting given various situations and conditions.
	13.03.01	Identify effective communication skills while giving directions in a correctional setting.
	13.03.02	Identify effective communication skills to de-escalate a situation.
Section 14: Mental Health Issues and Interventions		
14.01		The Trainee will explain how the mental health issues of incarcerated individuals impacts the correctional environment.
	14.01.01	Identify the symptoms and related behaviors of individuals suffering from traumatic brain injury.
	14.01.02	Identify the symptoms and related behaviors of individuals suffering from trauma.
	14.01.03	Identify the symptoms and related behaviors of individuals who are developmentally disabled.
	14.01.04	Identify the symptoms and related behaviors associated with psychosis.

Section 14: Mental Health Issues and Intervention		
Terminal	Enabling	
	14.01.05	Identify the symptoms and related behaviors associated with depression.
	14.01.06	Identify the symptoms and related behaviors associated with anxiety.
	14.01.07	Identify the symptoms and related behaviors associated with mood disorders.
	14.01.08	Identify effective de-escalation strategies for interacting with offenders with mental illness.
	14.01.09	Identify the impact of personality disorder on incarcerated individual behavior.
	14.01.10	Identify strategies for supervising incarcerated individuals with personality disorders effectively within the correctional setting.
Section 15: Substance Abuse		
15.01		The Trainee will explain the reasons why people use drugs and alcohol.
15.02		The Trainee will explain how the use of controlled dangerous substances effect the individual.
	15.02.01	Identify the effects of depressants.
	15.02.02	Identify the effects of stimulants.
	15.02.03	Identify the effects of opiates and opioids.
	15.02.04	Identify the effects of hallucinogens.
	15.02.05	Identify the effects of marijuana.
15.03		The Trainee will identify types of drug paraphernalia used inside of correctional facilities.
15.04		The Trainee will discuss the appropriate response of correctional staff when they encounter incarcerated individuals that are addicted to drugs or alcohol or are in a state of withdrawal from drugs or alcohol.
Section 16: Suicide Prevention and Awareness		
16.01		The Trainee will identify the behavior and condition of incarcerated individuals/detainees on observation or suicide watch.
	16.01.01	Identify the myths surrounding suicide.
	16.01.02	Identify factors that can trigger suicidal behavior.
	16.01.03	Identify the high-risk suicide time periods.
	16.01.04	Identify the signs and symptoms of suicidal behavior.
	16.01.05	Identify the most common indicators of severe depression.
	16.01.06	Identify the steps to follow in cases where a suicide has occurred.
16.02		The Trainee will discuss techniques to observe, and monitor incarcerated individuals/detainees for unusual behavior, potential conflicts, and/or changes in behavior.

Section 16: Suicide Prevention and Awareness		
Terminal	Enabling	
	16.02.01	Identify effective techniques for supervising suicidal incarcerated individuals.
16.03		The Trainee will explain procedures to refer incarcerated individuals/detainees to medical or mental health professionals.
Section 17: Youthful Offenders		
17.01		The Trainee will explain the challenges of confining youthful offenders within the adult correctional system given various situations and conditions.
	17.01.01	Identify the stages of normal adolescent development.
	17.01.02	Identify the factors that lead to troubled adolescent development.
	17.01.03	Identify the typical behaviors of incarcerated youth.
	17.01.04	Identify techniques that can be used to manage youthful offenders within adult correctional facilities.
Security, Custody and Control		
Section 18: Health and Safety		
18.01		The Trainee will explain the process for reducing the risks of exposure to blood-borne pathogens given various situations and conditions.
	18.01.01	Identify the most common blood-borne pathogens.
	18.01.02	Identify how blood-borne pathogens are transmitted.
	18.01.03	Identify the methods that will prevent or reduce exposure to blood.
	18.01.04	Explain the limitations of methods used to prevent or reduce exposure to blood.
	18.01.05	Explain the procedures to follow if a blood-borne exposure incident occurs.
	18.01.06	Identify personal protective equipment (PPE) to reduce the risk of exposure to blood-borne pathogens.
18.02		The Trainee will explain the process for reducing the risk of exposure to air borne pathogens given various situations and environments.
	18.02.01	Define air borne pathogens.
	18.02.02	Identify ways that air borne pathogens is transmitted from one person to another.
	18.02.03	Identify ways that air borne pathogens exposure can be reduced.
18.03		The Trainee will explain the process for reducing the risk of exposure to bacterial infections given various situations and conditions.
	18.03.01	Define Methicillin-resistant Staphylococcus aureus (MRSA).
	18.03.02	Identify ways that MRSA is transmitted from one person to another.
	18.03.03	Identify ways that exposure to bacterial infections can be reduced.
	18.03.04	Identify personal protective equipment (PPE) to reduce the risk of exposure to bacterial infections.

Section 18: Health and Safety		
Terminal	Enabling	
18.04		The Trainee will apply techniques to administer first aid (e.g., operate AED, perform CPR, other life saving techniques).
18.05		The Trainee will use personal protective equipment (e.g., masks, hand sanitizer, latex gloves) as appropriate.
18.06		The Trainee will identify techniques to maintain a level of physical fitness sufficient to perform duties given situations and conditions.
	18.06.01	The trainee will participate in no less than two job oriented physical fitness assessments with the expectation of improvement during entry level training.
Section 19: Cell Extraction		
19.01		The Trainee will explain the factors to be considered when conducting a cell extraction given various situations and conditions.
	19.01.01	Identify circumstances when cell extraction is necessary.
	19.01.02	Identify the roles and responsibilities of each member of a cell extraction team.
	19.01.03	Identify the key considerations that must be addressed when planning cell extractions.
	19.01.04	Identify the key elements that need to be covered during debriefing and documentation after a completed cell extraction.
19.02		The Trainee will demonstrate a cell extraction given various situations and conditions.
Section 20: Defensive Tactics		
20.01		The Trainee will identify physical intervention techniques to disrupt or de-escalate conflicts between incarcerated individuals/detainees given various situations and conditions.
	20.01.01	Identify the basic principles of weaponless defense.
	20.01.02	Identify the areas of the body most vulnerable to attack.
	20.01.03	Identify the parts of the body that can be used to overcome resistance.
20.02		The Trainee will identify defensive techniques, tactics, and weapons to protect self or others given various situations and conditions.
20.03		Demonstrate techniques used to defend against and subdue an attacking incarcerated individual
20.04		Demonstrate techniques for evading an attack by an assailant with an edged weapon.
20.05		Demonstrate at least two control holds and two "take-down" techniques.
20.06		Demonstrate a two officer, one subject take-down technique.
20.07		Demonstrate at least three ground control techniques.

Section 21: Crime Scene		
Terminal	Enabling	
21.01		The Trainee will explain procedures to follow for chain of custody procedures regarding evidence and contraband upon discovery of a crime scene at a correctional facility given various situations and conditions.
	21.01.01	Identify the procedures for handling evidence discovered at a crime scene.
21.02		The Trainee will explain the responsibilities of an officer who discovers a crime scene.
	21.02.01	Identify the tasks involved upon discovery of a crime scene at a correctional facility.
	21.02.02	Identify the safety procedures that staff should utilize during the initial response to a crime scene.
	21.02.03	Identify the procedures for providing emergency care during the initial response to a crime scene.
	21.02.04	Identify the procedures for handling a crime scene.
	21.02.05	Identify the procedures for securing and controlling persons at a crime scene.
	21.02.06	Identify the procedures for establishing, protecting, and securing boundaries at a crime scene.
Section 22: Disturbance Control		
22.01		The Trainee will identify the factors that could result in incarcerated individual disturbances.
22.02		The Trainee will identify the actions necessary to prevent incarcerated individual disturbances given various situations and conditions.
22.03		The Trainee will identify the indicators of facility tension that often precede disturbances.
22.04		The Trainee will identify the characteristics of the various disturbances that may occur within a correctional facility.
22.05		The Trainee will describe proper procedures for responding to a disturbance within a correctional facility.
22.06		The Trainee will demonstrate crowd control techniques given various situations and conditions.
Section 23: Escort and Transportation of Incarcerated Individuals		
23.01		The Trainee will explain techniques to escort incarcerated individuals/detainees to and from other areas within the facility given various situations and conditions.
	23.01.01	Identify requirements for the internal movement of incarcerated individuals that are outlined in policy and procedures.

Section 23: Escort and Transportation of Incarcerated Individuals		
Terminal	Enabling	
	23.01.02	Identify safety and security concerns for escorting incarcerated individuals within the facility.
23.02		The Trainee will explain the procedures for transporting an incarcerated individual outside of a correctional facility given various situations and conditions.
	23.02.01	Identify the procedures used for verifying the identity of an incarcerated individual prior to his/her transport.
	23.02.02	Identify the procedures for transporting an incarcerated individual of the opposite sex.
	23.02.03	Identify safety equipment to be carried by corrections officers during transport.
	23.02.04	Identify the steps in the transport process.
23.03		The Trainee will explain the procedures for reporting alternate restraining for incarcerated individuals with disabilities/handicaps to supervisor prior to transporting incarcerated individuals/detainees given various situations and conditions.
	23.03.01	Identify disabilities, handicaps, etc. that would require alternate restraining methods.
23.04		The Trainee will describe procedures to ensure all incarcerated individual/detainee movement is verified and supervised given various situations and conditions.
23.05		The Trainee will identify procedures to track, update, and maintain a log of incarcerated individuals/detainee movement and activities (e.g., for sick call, court, work detail, release) in accordance with assigned facility protocols given various situations and conditions.
23.06		The Trainee will explain procedures to provide security and supervision to for incarcerated individuals escorted outside the facility given various situations and conditions.
23.07		The Trainee will describe procedures to apply restraints to incarcerated individuals/detainees prior to transport given various situations and conditions.
Section 24: Restraint Devices		
24.01		The Trainee will demonstrate the proper use of approved restraining device(s).
24.03		The Trainee will describe the proper use of leg irons.
24.04		The Trainee will describe the proper use of flex cuffs.
24.05		The Trainee will describe the proper use of waist chains.

Section 25: Fire Control and Prevention		
Terminal	Enabling	
25.01		The Trainee will explain the role of a correctional officer in an overall fire safety program in the correctional facility given various situations and conditions.
	25.01.01	Identify what actions are necessary to ensure the opportunity for fire is reduced.
	25.01.02	Identify the appropriate extinguishing equipment for each type of fire.
	25.01.03	Identify the elements of a fire suppression system.
25.02		The Trainee will demonstrate how to use fire extinguishing equipment given various situations and conditions.
Section 26: Hostage Situations		
26.01		The Trainee will explain actions that correctional staff can take to reduce the chances of hostage situations developing in a correctional facility.
	26.01.01	Identify reasons for hostage situations in correctional facilities.
	26.01.02	Identify the early warning signs of possible hostage situations.
	26.01.03	Identify the profile of staff likely to become victims in hostage situations.
26.02		The Trainee will explain how hostage situations are likely to develop in a correctional setting.
	26.02.01	Identify predictable incarcerated individual behavior during a hostage situation.
	26.02.02	Identify the psychological stages experienced by both hostages and hostage takers during a hostage situation.
	26.02.03	Identify hostage survival techniques.
Section 27: Incarcerated Individual Manipulation		
27.01		The Trainee will explain how manipulation of staff by incarcerated individuals takes place given various situations and conditions.
	27.01.01	Identify reasons why incarcerated individuals engage in manipulation and deception of staff.
	27.01.02	Identify the factors that make an employee susceptible to being manipulated by an incarcerated individual.
	27.01.03	Identify the steps that incarcerated individuals take to set up an employee for manipulation.
	27.01.04	Identify correctional practices that help an employee avoid deception or manipulation.
27.02		The Trainee will demonstrate appropriate responses to incarcerated individual manipulation and deception given various situations and conditions.

Section 28: Incarcerated Individual Processing

Terminal	Enabling	
28.01		The Trainee will explain the tasks involved when processing an incarcerated individual in or out of correctional facility given various situations and conditions.
	28.01.01	Identify the procedures the escorting officer is required to follow when bringing an incarcerated individual into a correctional facility.
	28.01.02	Identify the procedures for verifying paperwork related to processing an incarcerated individual into a correctional facility.
	28.01.03	Identify the procedures for searching incarcerated individuals being processed into a correctional facility.
	28.01.04	Identify the procedures for photographing incarcerated individuals being processed into a correctional facility.
	28.01.05	Identify the procedures for fingerprinting incarcerated individuals being processed into a correctional facility.
	28.01.06	Identify the procedures for securing incarcerated individuals while in the processing area.
	28.01.07	Identify the procedures for assessing the physical and psychological well-being of incarcerated individuals.
	28.01.08	Identify the procedures associated with allowing incarcerated individuals to make phone calls during processing.
	28.01.09	Identify the procedures for handling the property of incarcerated individuals being processed into a correctional facility.
	28.01.10	Identify the procedures for issuing institutional property to incarcerated individuals being processed into a correctional facility.
	28.01.11	Identify the procedure for providing showers for incarcerated individuals being processed into a correctional facility.
	28.01.12	Identify the procedures for verifying the identity of the escorting officer when preparing an incarcerated individual for escort out of the facility.
	28.01.13	Identify the procedures for verifying paperwork related to processing an incarcerated individual out of a correctional facility.
	28.01.14	Identify the procedures for checking for detainers when processing an incarcerated individual out of a correctional facility.
	28.01.15	Identify the procedures for verifying identity when processing an incarcerated individual out of a correctional facility.
	28.01.16	Identify the procedures for collecting property previously issued when processing an incarcerated individual out of a correctional facility.
	28.01.17	Identify the procedures for returning property when processing an incarcerated individual out of a correctional facility.

Section 29: Maintaining Security		
Terminal	Enabling	
29.01		The Trainee will explain the their role, as an officer, in maintaining security within a facility.
	29.01.01	Identify the purpose of roll call.
	29.01.02	Identify the purpose of shift logs.
	29.01.03	Identify the purpose of post orders.
	29.01.04	Identify pertinent information that should be shared with oncoming personnel.
	29.01.05	Discuss the proper procedures for key control.
	29.01.06	Discuss proper procedures to ensure door security.
	29.01.07	Discuss the proper procedures for tool control.
	29.01.08	Discuss the general procedure for conducting a security count of incarcerated individuals.
	29.01.09	Identify the requirements to conduct a proper body search given various situations and conditions.
29.02		The Trainee will explain procedures for equipment control, such as radios, flashlights, security devices, AED, First Aid kit, BBP Kit, fire extinguishers, and fire blanket in a written log or computer log.
29.03		The Trainee will demonstrate a safe and effective room/cell search given various situations and conditions
	29.03.01	Identify techniques to confiscate contraband from incarcerated individuals.
	29.03.02	Explain methods of controlling contraband within a correctional environment
	29.03.03	Identify Maryland laws that relate to the possession of contraband in a correctional facility
29.04		The Trainee will demonstrate a safe and effective vehicle search given various situations and conditions
	29.04.01	Identify techniques to confiscate contraband from incarcerated individuals.
29.05		The Trainee will demonstrate a safe and effective area search given various situations and conditions
	29.05.01	Identify techniques to confiscate contraband from incarcerated individuals.
29.06		The Trainee will demonstrate a safe and effective frisk search given various situations and conditions
	29.06.01	Identify techniques to confiscate contraband from incarcerated individuals.

Section 29: Maintaining Security		
Terminal	Enabling	
29.07		The Trainee will demonstrate a safe and effective search of a person using a scanning device.
29.08		The Trainee will explain techniques to monitor and observe incarcerated individuals given appropriate materials and environment.
	29.08.01	Identify the primary components of good observation skills
	29.08.02	Identify elements at a correctional facility that promote a secure and safe environment
	29.08.03	Identify elements in the physical plant that promote a secure environment.
	29.08.04	Identify the purpose of outside perimeter searches.
	29.08.05	Identify the key goals for conducting security checks
	29.08.06	Identify indicators of a possible escape attempt
	29.08.07	Explain the general procedure for conducting security count of incarcerated individuals
	29.08.08	Identify techniques to conduct incarcerated individual/detainee head counts
	29.08.09	Identify procedures to report roster count(s) to supervisors
29.09		The Trainee will explain methods to issue instructions to direct incarcerated individuals/detainees' actions on a range of tasks (e.g., performing housekeeping, maintaining proper hygiene, returning to cells) given various situations and conditions.
29.10		The Trainee will explain procedures to conduct roster count (e.g., verify incarcerated individual/detainee identity, ensure incarcerated individuals/detainees are showing signs of life and not in need of medical attention) given various situations and conditions.
	29.10.01	Identify techniques to conduct incarcerated individual/detainee head counts.
	29.10.02	Identify techniques to report roster count to a supervisor.
29.11		The Trainee will explain techniques to conduct rounds/physical observations to check on incarcerated individuals/detainees and maintain awareness for contraband or unusual activity given various situations and conditions.
29.12		The Trainee will explain the procedures to report facility safety and security risks (e.g., light fixtures, windows and bars, televisions, phone receivers, and/or shower heads and handles are intact; hot and cold-water pipes not tampered with; rooms clean and sanitary, windows/doors are intact) given various situations and conditions.

Section 29: Maintaining Security		
Terminal	Enabling	
	29.12.01	Identify procedures in reporting damaged equipment and/or facility in need of repair
29.13		Identify techniques to conduct and document inspections, counts, and inventories of security devices (e.g., handcuffs, leg irons) given various situations and conditions.
29.14		The Trainee will explain procedures for preparing and submitting repair request forms given various situations and conditions.
29.15		The Trainee will explain the procedures for handling visitors in a correctional facility given various situations and conditions.
	29.15.01	Identify the procedures for processing visitors into a correctional facility to see incarcerated individuals.
	29.15.02	Identify the procedures for processing visitors out of a correctional facility once a visit has been completed.
Section 30: Radio and Telephone Communications		
30.02		The Trainee will identify the correctional information that is approved for public dissemination given various situations and conditions.
30.03		The Trainee will explain the proper operation of a two-way radio.
	30.03.01	Identify the various parts of a two-way radio.
	30.03.02	Identify proper microphone techniques.
	30.03.03	Identify purpose of each radio control.
30.04		The Trainee will demonstrate appropriate radio communication procedures given various situations and conditions.
	30.04.01	Explain speech and pronunciation while speaking on a radio.
	30.04.02	Explain appropriate rate of delivery while speaking on a radio.
	30.04.03	Explain the ability to organize information effectively while speaking on a radio.
	30.04.04	Explain the purpose of brevity while speaking on a radio.
	30.04.05	Explain courtesy guidelines for radio protocol.
Section 31: Security Threat Groups (Gangs)		
31.01		The Trainee will determine if a group of individuals meets the legal definition of "gang" or working definition of "gang" (or regional group).
31.02		The Trainee will identify the legal definition and characteristics of gang-related terms relevant to their jurisdiction (or alternatively Maryland).
31.03		The Trainee will identify which gangs (or regional groups) are currently active in the participant's jurisdiction (or alternatively, Maryland).

Section 31: Security Threat Groups (Gangs)		
Terminal	Enabling	
31.04		The trainee will Identify if an individual meets the legal definition of “gang” or the working definition of “gang”.
31.05		The Trainee will explain the psychological, sociological, financial, and cultural factors associated with groups who are at risk for gang (or regional group) membership given various situations and conditions.
31.06		The Trainee will explain the importance of considering gang/group affiliations when handling a suspected gang/group member given various situations and conditions.
31.07		The Trainee will explain the contemporary strategies for combatting gang/group activity and providing intervention for subjects currently active or at high risk for involvement in gangs/groups given various situations and conditions.
31.08		The Trainee will describe the procedures used to effectively manage gang/group members confined to correctional facilities given various situations and conditions.
Section 32: Special Management Issues		
32.01		The Trainee will explain the processes for managing incarcerated individuals with special needs given various situations and conditions.
	32.01.01	Identify the issues surrounding the management of incarcerated individuals with physical challenges.
	32.01.02	Identify the issues surrounding the management of elderly incarcerated individuals.
	32.01.03	Identify the issues surrounding the management of transgender incarcerated individuals.
32.02		The Trainee will explain issues created by sexual behavior in a correctional setting given various situations and conditions.
	32.02.01	Identify the issues created by homosexual behavior in the correctional setting.
	32.02.02	Identify the process for managing sexual predators.
32.03		The Trainee will describe how the Prison Rape Elimination Act (PREA) affects a correctional facility.
Section 33: Use of Chemical Agents		
33.01		The Trainee will identify the various methods and uses of chemical agents given various situations and conditions.
33.02		The Trainee will demonstrate the use of a hand-held liquid agent dispenser given various situations and conditions.
33.03		The Trainee will identify the effects of chemical agents on individuals given various situations and conditions.

Section 33: Use of Chemical Agents		
Terminal	Enabling	
33.04		The Trainee will explain the proper treatment for exposure to chemical agents given various situations and conditions.
33.05		The Trainee will demonstrate after receiving a direct OC exposure, the ability to progress through several activities i.e., defend self against attacker, simulate restraining subject, perform cuffing technique, and making radio call, etc.
Section 34: Emergency Preparedness		
34.01		The Trainee will explain procedures to initiate emergency notifications through the chain of command.
34.02		The Trainee will explain techniques to direct the actions of incarcerated individuals/detainees during emergency situations using verbal commands and/or hand signals given various situations and conditions.
	34.02.01	The Trainee will explain the procedures for responding to different emergency situations given various situations and conditions (i.e. inmate behavior, different locations, surrounding circumstances, access to assistance).
	34.02.02	The Trainee will explain techniques to execute response plans (e.g., evacuation, fire response plans, escape response plan procedures, power failure, bomb threat, natural/technological disasters, etc.) in accordance with policies given various situations and conditions.
34.03		The Trainee will identify the procedures to follow in the event of an escape given various situations and conditions.
	34.03.01	Identify the procedures to follow for an escape from confinement.
	34.03.02	Identify the procedures to follow for a walk off.
	34.03.03	Identify the procedures to follow for an escape during transport.
	34.03.04	Identify the procedures to follow for an escape from a hospital.
Disciplinary Process		
Section 35: Disciplinary Process		
35.01		The Trainee will explain key elements of the incarcerated individual disciplinary process.
	35.01.01	Describe the methods available that correctional employees can use to deal with incarcerated individual violations of rules, regulations, or laws.
	35.01.02	Describe the incarcerated individual disciplinary hearing process.
35.02		The Trainee will explain techniques for documenting incarcerated individuals/detainees' refusals of service (e.g., meals, medical, treatment, phone usage) given various situations and conditions.