Maine Criminal Justice Academy



Basic Corrections Training Program Curriculum

**Updated 2014**

**Curriculum Outline**

* 1. **ADMINISTRATIVE, HISTORY & DEVELOPMENT OF CORRECTIONS, AND THE CORRECTIONAL OFFICER**

1.1.0 Administrative Details, Orientation, Testing,

Graduation 8 Hours

1.2.0 History of Laws and Development of Corrections 2 Hours

1.3.0 Role of the Correctional Officer in the

New Millennium 2 Hours

1.4.0 Sociology of a Correctional Facility 4 Hours

1.5.0 Physical Fitness & Nutrition 18 Hours

 **Section Hours 34**

**2.0.0 ETHICS AND PROFESSIONALISM**

2.1.0 Professionalism, Ethics, and

Administrative Investigations 4 Hours

**Section Hours 4**

* 1. **CRIMINAL JUSTICE SYSTEM, LAWS, RIGHTS AND INVESTIGATIONS, TESTIFYING**

3.1.0 Law Enforcement, Courts, and Corrections 2 Hours

3.2.0 Constitutional & Civil Rights, and ADA 4 Hours

3.3.0 Correctional Standards 1.5 Hours

3.4.0 Prison Rape Elimination Act (PREA) 4 Hours

3.5.0 Investigations in Corrections 2 Hours

3.6.0 Preparation and Presentation of Testimony 2.5 Hours

 **Section Hours 16**

**4.0.0. COMMUNICATIONS**

4.1.0 Report Writing 6 Hours

4.2.0 Log Books and Record Keeping 1.5 Hours

4.3.0 Radio and Telephone Communications 1 Hour

4.4.0 Basic Communications, Body Language, and IPC Skills 16 Hours

4.5.0 Cultural Diversity and Awareness 3 Hours

 **Section Hours 28.5**

**5.0.0 INMATE MANAGEMENT**

5.1.0 Inmate Admitting and Release and Classification 2 Hours

5.2.0 Security and Count Procedures 2 Hours

5.3.0 Inmate Supervision 4 Hours

5.4.0 Women Offenders and Cross-Gender Supervision 2 Hours

5.5.0 Inmate Discipline and Inmate Grievances 2 Hours

5.6.0 Inmate Hygiene and Facility Sanitation 1 Hour

5.7.0 Inmate Programs and Services 1 Hour

**Section Hours 14**

**6.0.0. SPECIAL MANAGEMENT INMATES**

6.1.0 Sex Offenders 1.5 Hours

6.2.0 Homosexual, Bisexual, and Transgender Prisoners 2 Hours

6.3.0 Security Threat Groups 4 Hours

6.4.0 Mentally Ill Inmates and Crisis Intervention 6 Hours

6.5.0 Developmental Disabilities / Disabled Inmates 3 Hours

6.6.0 Elder Inmates 1 Hour

6.7.0 Suicidal Inmates 4 Hours

6.8.0 Domestic & Sexual Assault, and Stalking 8 Hours

 **Section Hours 29.5**

**7.0.0 OFFICER SAFETY, SECURITY, AND PRACTICAL SKILLS**

7.1.0 Basic Officer Safety and Security 3 Hours

7.2.0 Situational Use of Force 8 Hours

7.3.0 Mechanics of Restraint and Control 24 Hours

7.4.0 Contraband 2 Hours

7.5.0 Area, Cell and Body Searches 8 Hours

7.6.0 Key and Tool Control 1 Hour

7.7.0 Security in a Non-Secure Setting 3 Hours

7.8.0 Cell Extractions 8 Hours

 **Section Hours 57**

**8.0.0 MEDICAL & MENTAL HEALTH**

8.1.0 Communicable Diseases 1.5 Hours

8.2.0 Drugs and Drug Recognition 2 Hours

8.3.0 Substance Abuse Awareness 2 Hours

8.4.0 Correctional Officer Stress 2 Hours

Substance Abuse, and Suicide

 **Section Hours 7.5**

**9.0.0 CRITICAL INCIDENT PREVENTION & MANAGEMENT**

9.2.0 Assaults, Riots, and Other Disturbances 2 Hours

9.3.0 Hostage Situations 1.5 Hours

9.4.0 Fire and Fire Safety 2.5 Hours

9.5.0 Escapes 1.5 Hours

9.6.0 Unattended Death 1 Hour

9.7.0 Critical Incident Stress and Debriefing for Staff 1 Hour

 **Section Hours 9.5**

**PROGRAM TOTAL 200 Hours**