**Board of Trustees**

**MAINE CRIMINAL JUSTICE ACADEMY**

**INTERMEDIATE TRAINING CERTIFICATE**

**Specification S-13**

**Purpose:**

To encourage both law enforcement and corrections officers to engage in professional development through ongoing education and training, and to share that education and training with others to enhance the professionalism of law enforcement and corrections officers.

**Requirements:**

1. The applicant must:
   1. Be employed as a full-time law enforcement or corrections officer, and;
   2. Have successfully completed the Basic Law Enforcement Training Program (BLETP), the Basic Corrections Training Program (BCTP) or their equivalent, and;
   3. Attest that the applicant subscribes to the Law Enforcement or Corrections Code of Ethics, and;
   4. Have 5 years of full-time law enforcement or corrections experience, and;
   5. Include the signature of the Chief Executive Officer of the applicant's employing agency on the application form endorsing the officers’ candidacy for certification, and;
   6. Successfully complete 80 hours of law enforcement related training (post-BLETP or BCTP) -- except that yearly mandatory training required by the Board of Trustees to maintain basic certification may not be counted toward training hours of Intermediate Training Certification -- and;
   7. Required training hours can include training provided by any of the following:
      * 1. Maine Criminal Justice Academy in-service training
        2. Regional Training approved by the Board of Trustees, not including the subject defined mandatory training requirements
        3. Classes from an accredited institute of higher learning related to criminal justice.
2. College Credits awarded for the topics listed above may be counted toward Training Hours on an hour-for-hour basis.

**EXAMPLE:** A three-credit college course in criminal law would be worth 45 Training Hours. (i.e., 3 hours per week X 15 weeks = 45 Training Hours.)

* + - 1. Criminal Justice Training Programs conducted by recognized training institutes or criminal justice agencies out of state.
      2. Pre-approved providers of training meeting the eligibility requirements in section 1.g, above, are:
         1. Maine Municipal Association.
         2. International Association of Chiefs of Police.
         3. Maine Chiefs of Police Association.
         4. Federal Law Enforcement Training Center.
         5. Federal Bureau of Investigation.
         6. Department of Justice.
         7. FEMA.
         8. National Institute of Corrections
         9. Federal Bureau of Prisons
         10. American Jail Association
         11. American Correctional Association
         12. Approved on-line training, i.e. JPMA
      3. Training from other providers will be evaluated and considered by Academy Staff and subject to Board of Trustees approval.

1. Required training hours must be spread across three of the five general categories which the applicant will specifically identify:
   * + 1. Criminal Investigations.
       2. Patrol.
       3. Correctional topic areas.
       4. New equipment or new techniques for either law enforcement or corrections
       5. Other, i.e. Mental Health related training, Methods of Instruction, etc.
2. Required training hours in each category must be no less than 8 hours.
3. Required training hours can include instructing a topic, if the candidate is a trained instructor, for up to 40 hours;
   * + 1. i.e. a candidate who teaches Mechanics of Arrest, Restraint, and Control (MARC) at the BLETP or Mechanics of Effective Restraint and Control (MERC) at the BCTP and assists in training for 20 hours can apply those hours toward one of the three categories (in this case, either Patrol or Other).

**Certification:**

The candidate will apply on approved forms submitted with required material to

the Academy.

The application and material are to be reviewed by the Academy Staff for recommendation to the Board of Trustees.

* + - 1. The applicant may appeal the Academy staff’s findings to the Academy Director;

1. The Intermediate Training Certification will be valid for three (3) years from issuance.
2. After the initial issuance of the Intermediate Training Certificate, the applicant may not re-apply using the same training from that initial application in the event their certificate is placed in inactive status due to failure to complete recertification training requirements. Instead, the applicant should follow procedures outlined in **Inactive section A.1** and **A.2,** below.

**Recertification:**

1. An order to maintain certification, the applicant must:
   * + 1. Complete an additional 80 hours of training within 3 years of issuance of the current active certificate as outlined in **Requirements, section A.7**, above.

**Inactive:**

1. If the law enforcement or corrections officer holding a Law Enforcement or Correction Intermediate Certificate fails to complete the required 80 hours of training for recertification, the certificate will expire, and a notation of inactive status will be made.
   1. The law enforcement or corrections officer holding an inactive certificate can apply to the Board seeking an extension to complete the training requirements for recertification.
   2. If granted, the law enforcement or corrections officer would have up to 1 year to complete the 80 hours of required training for each certification period (3-year period) for which they have not completed the recertification requirements AND complete the application process for recertification on Academy forms with the required supporting documentation.
2. The Director on behalf of the Board may suspend the certificate of the holder if the certificate holder fails to comply with any Board requirement, outlined in this Specification.

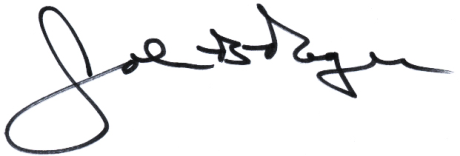
**Course Changes:**

* + - * 1. The Academy Staff may request, from the Board of Trustees, changes in the requirements listed in this specification upon presentation of evidence that such change is compatible with the public interest.

Adopted: 01/08/2016

Revised: 09/13/2019

Review Date: 09/13/2022

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John B. Rogers, Director Brian R. Pellerin, Chair

Maine Criminal Justice Academy MCJA Board of Trustees