

PO TO JCO TRANSFER ACADEMY

59 HOURS

California Criminal Justice System	2
Title 15	1
Legal Foundations and Liability and Roles and Responsibilities	1
Classification of Juveniles	2
Classification of Juveniles	2
Communication	1.5
Interpersonal Communication	.5
Crisis Communication and De-escalation	.5
Effective Communication	.5
Maintaining Security	9
Security and Key Control	3
Counts	2
Facility Searches	3
Contraband and Evidence	1
Booking, Receiving and Releasing	3
Booking and Intake & Booking Procedures	1
Orientation, Clothing and Supplies	1
Releasing Inmates	1
Supervising Juveniles	10.5
Manipulation of Staff	3
Disturbances and Disputes	2
Safety/Health Standards and Procedure	0.5
Recreation	1
Cleaning of Cells	0.5
Progressive Discipline and Inmate Grievances	1
Group Dynamics	1
Movement	1
Juvenile Workers	0.5

Medical**2**

Medical Issues and Universal Precautions, Medical Emergencies, and
Medical Legal Issues

2

Gangs	1
Gang Overview and Supervision	1
Cultural Awareness	0.5
Cultural Diversity and Ethnic Diversity	0.5
Report Writing and Record Keeping	6
Information Gathering and Interviewing and General Reports	6
Emergency Procedures	6
Emergency Planning	2
Fire and Life Safety	4
Visitation	2
Visitation	2
Screening and Distribution of Supplies and Mail	1.5
Screening and Distribution of Supplies and Mail	1.5
Transportation	2
Preparation for Transport and Transport Procedures	2
Defensive Tactics and Restraint Techniques	4
Room Extractions	4
Physical Testing	4
Orientation	1.5
Assessment and Fitness Planning	2.5

Instructional Hours	57
Testing Hours	2

Total Core Hours	59
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JCO TO PO TRANSFER ACADEMY

69 HOURS

California Criminal Justice System	4
Criminal Justice System and Process	2
Roles and Responsibilities	2
Professionalism and Ethics	3
Priority Setting and Time Management	2
Social Media	1
Communication	1
Motivational Interviewing	1
Officer Health and Safety	1
Field Contacts and Transport Procedures	1
Maintaining Security	4
Field Searches	4
Booking, Receiving and Releasing	2
Booking and Intake	2
Supervising Offenders	13
Types of Supervision	2
Initial Meeting	4
Community Supervision	4
Violation of Probation	3
Gangs	1
Gang Overview and Gang Supervision	1
Report Writing and Record Keeping	28
Proofreading	2
Court Reports Common to Adult and Juvenile	4

Interviewing for Adult and Juvenile Court Reports	4
Restitution, Fines and Other Payments	2
Adult Reports	8
Juvenile Reports	8

Case Planning	9
Case Planning	9
Assault and Abuse	1
Domestic Violence	1
Instructional Hours	67
Testing Hours	2
Total Core Hours	69

ACO TO PO TRANSFER ACADEMY

74 HOURS

California Criminal Justice System	4.5
Criminal Justice System and Process	2
Roles and Responsibilities	2
Legal Foundations and Liability and Confidentiality and Records	0.5
Professionalism and Ethics	2.5
Priority Setting and Time Management	2
Social Media	0.5
Communication	1
Motivational Interviewing	1
Officer Health and Safety	1
Field Contacts	1
Maintaining Security	4
Field Searches	4
Booking, Receiving and Releasing	5.5
Booking and Intake	5
Releasing Inmates	0.5
Supervising Offenders	13
Types of Supervision	2
Initial Meeting	4
Community Supervision	4
Violations of Probation	3
Report Writing and Record Keeping	26
Court Reports Common to Adult and Juvenile	4
Interviewing for Adult and Juvenile Court Reports	4
Restitution, Fines and Other Payments	2
Adult Reports	8
Juvenile Reports	8

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Transportation	0.5
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Transport Procedures	0.5
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Case Planning	11
Case Planning	11
Assault and Abuse	3
Domestic Violence	3
Instructional Hours	72
Testing Hours	2
Total Core Hours	74

PO TO ACO TRANSFER ACADEMY

62 HOURS

California Criminal Justice System	2
Title 15	1
Legal Foundations and Liability	1
Classification of Offenders	2
Classification of Offenders	2
Communication	2.5
Interpersonal Communication	1
Crisis Communication and De-escalation	0.5
Effective Communication	1
Maintaining Security	10
Security and Key Control	3
Counts	2
Facility Searches	3
Contraband and Evidence	2
Booking, Receiving and Releasing	3.5
Booking and Intake	0.5
Booking Procedures	1
Orientation, Clothing & Supplies	1
Releasing Inmates	1
Supervising Offenders	10
Manipulation of Staff	3
Disturbances and Disputes	2
Safety/Health Standards and Procedure	0.5
Recreation	1
Cleaning of Cells	0.5
Progressive Discipline and Inmate Grievances	1
Group Dynamics	1
Movement	0.5
Offender Workers	0.5

Medical	3.5
Medical Issues and Universal Precautions	1.5
Medical Emergencies	1
Legal Issues	1
Gangs	1.5
Gang Overview & Supervision	1.5
Cultural Awareness	0.5
Cultural Diversity and Ethnic Disparity	0.5
Report Writing and Record Keeping	6
General Reports	6
Emergency Procedures	7
Emergency Planning	2
Fire and Life Safety	5
Visitation	2
Visitation	2
Screening and Distribution of Supplies and Mail	1.5
Screening and Distribution of Supplies and Mail	1.5
Transportation	1
Preparation for Transport and Transport Procedures	1
Defensive Tactics and Restraint Techniques	4
Cell Extractions	4

Physical Testing	3
Orientation	1.5
Assessment & Fitness Planning	1.5
Instructional Hours	60
Testing Hours	2
Total Core Hours	62

ACO TO JCO TRANSFER ACADEMY

10 HOURS

California Criminal Justice System	2.5
Criminal Justice System and Process and Roles and Responsibilities	2
Confidentiality and Records and Legal Foundations and Liability	0.5
Communication	0.5
Interpersonal Communication	0.5
Booking, Receiving and Releasing	2.5
Booking and Intake	2
Releasing Inmates	0.5
Supervising Offenders	0.5
Movement	0.5
Visitation	0.5
Visitation	0.5
Case Planning	1.5
Case Planning	1.5
Assault and Abuse	2
Sexual Assault and Abuse	2
Total Core Hours	10

JCO TO ACO TRANSFER ACADEMY

8 HOURS

California Criminal Justice System	2
Criminal Justice System and Process	1
Roles and Responsibilities and Legal Foundations and Liability	1
Communication	2
Interpersonal Communication	1
Effective Communication	1
Gangs	1
Gang Overview and Gang Supervision	1
Medical	1
Medical Issues and Universal Precautions	1
Report Writing and Record Keeping	2
Proofreading	2
Total Core Hours	8