



Core Training Reinforcement

Core Training Reinforcement (CTR) is an optional training supplement that builds on the training concepts that are covered in required core training for new corrections officers. It is designed to be delivered on the job by a supervisor, training officer, lead staff or other agency designated staff. The CTR:

- reinforces training concepts learned in core training by providing on the job opportunities for practice,
- provides agencies with a structured method to ensure new officers are aware of and understand agency specific policies and procedures related to training concepts covered in core training,
- provides an opportunity to engage supervisors in core training that their employees have received
- provides a method for agencies to assess competency development for new officers,
- and can be used in conjunction with field training and/or performance management programs.

The CTR was developed in conjunction with local correctional agency supervisors and trainers who identified critical core training concepts that could be reinforced on the job to enhance and improve learning outcomes and improved job performance. For each concept, it identifies the tasks and activities to be performed by the trainee and the responsibility of the trainer for each of those tasks and activities. Because it is optional and not required STC training, the CTR can be modified and revised as needed to meet the needs of your agency.

If you use this CTR as a standalone training, the officer can receive a <u>max of 12 hours</u> of STC training credit, or any fraction there of i.e., 2, 2.5, 3... hours, etc. If you choose to receive the STC training hours, a RFC will need to be submitted via the Learning Portal for the number of hours completed.

Upon completion of the CTR, the worksheets and the completion of an Annual Training Roster (if applicable) should be retained in the employee training file, as a record of training completion.

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California Criminal Jus	stice	System								
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Topic:	opic: California Criminal Justice System											
Trainee	:			Traine	r:		Title:					
Class:	Title 15											
Traine	will assess and identify a	ny pei	tinent Title 15 sections	that ma	ay apply, when	an event occurs.						
Trainer	will debrief with the traine	e.										
	Received Instruction		Competency Demonstr	ated		Remedial Training						
	When completed, print full name	Date	When completed, print full	Date		When completed, print full	Date					
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Trainee:					☐ Performed			☐ Performed				
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Trainer:					☐ Other *			☐ Other *				
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Topic:	California Criminal Ju	stice	System					
Trainee	o:			Traine	r:		Title:	
Class	: Legal Foundation and	d Liab	ility					
Traine	e will review agency's poli	cies ar	nd procedures on crime	s comm	nitted in the faci	lity.		
Trainer	will debrief with the traine	e.						
						Remedial Training		1
	Received Instruction When completed, print full name	Date	Competency Demonstruction When completed, print full	Date		When completed, print full	Date	
			name		How Demonstrated?	name		How Remediated?
Trainee:					☐ Performed			☐ Performed
					☐ Role Play			☐ Role Play
Trainer:					☐ Other *			☐ Other *
Comme	ents: * (Please explain, if y	ou che	ecked the box titled "oth	ner".)				

Topic:	California Criminal Ju	stice	System					
Trainee	:			Traine	r:		Title:	_
	Confidentiality and R							
Traine	e will review the agency po e will explain the agency's will debrief with the traine	policie				now".		
Halliel	will debrief with the traine	.						
	Received Instruction When completed, print full name	Date	Competency Demonstr When completed, print full name	Date	How Demonstrated?	Remedial Training When completed, print full name	When completed, print full Date	
Trainee: Trainer:					☐ Performed ☐ Role Play ☐ Other *			☐ Performed ☐ Role Play ☐ Other *
Comme	ents: * (Please explain, if yo	ou che	cked the box titled "oth	er".)				

Topic:	Professionalism and E	thics						
Trainee	:			Traine	r:		Title:	
	Professionalism and							
Trainee	e will review the agency's will interact professionall will observe, monitor, and	y with	juveniles.	rofessio	nalism and ethi	CS.		
	Received Instruction When completed, print full name	Date	Competency Demonstr When completed, print full name	Date	How Demonstrated?	Remedial Training When completed, print full name	Date	How Remediated?
Trainee:					☐ Performed			☐ Performed
Trainer:					☐ Role Play ☐ Other *			☐ Role Play ☐ Other *

rainee	:			Trainer	r:		Title:	
Class:	Social Media							
rainee	e will review the agency's per will explain the agency's will debrief with the traine	policie						
	Received Instruction Competency Demon				1	Remedial Training		
	When completed, print full name	Date	When completed, print full name	Date	How Demonstrated?	When completed, print full name	Date	How Remediated
rainee:					☐ Performed			☐ Performed
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ainer:					☐ Other *			☐ Other *
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omme	ents: * (Please explain, if yo	ou che	cked the box titled "oth	er".)				

Topic:	Gangs								
Trainee):			Traine	r:		Title:		
Class	: Gang Overview								
Traine	e will review the agency's will explain how to idention will debrief with the trainer	fy/doc					bers in	the facility.	
	Received Instruction	_	Competency Demonstr	entod		Remedial Training			
	When completed, print full name	Date	When completed, print full name	Date	How Demonstrated?	When completed, print full name	Date	How Remediated?	
Trainee:					☐ Performed			☐ Performed	
					☐ Role Play			☐ Role Play	
Trainer:					☐ Other *			☐ Other *	
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Comme	ents: * (Please explain, if yo	ou cne	cked the box titled "othe	∌r ".)					

Topic:	Gangs							
Trainee	:			Traine	r:		Title:	
Class:	Gang Supervision							
Traine	e will review local gangs, ge will explain the general de will debrief with the traine	lynami				ne facility.		
	Received Instruction		Competency Demonstr			Remedial Training		
	When completed, print full name	Date	When completed, print full name	Date	How Demonstrated?	When completed, print full name	Date	How Remediated?
Trainee:					☐ Performed			☐ Performed
Trainer:					☐ Role Play ☐ Other *			☐ Role Play ☐ Other *
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Comme	ents: * (Please explain, if yo	ou che	cked the box titled "othe	er".)				

Topic:	Communication							
Trainee	: :			Traine	r:		Title:	
Class	: Crisis Communicatio	n and	I De-Escalation					
Traine	e will assess an emergend	y, and	model the appropriate	de-esc	alation tools/ted	chniques to use when a s	ituation	occurs.
Traine	will observe, monitor, and	d debri	ef with the trainee.					
					_			
	Received Instruction When completed, print full name	Date	Competency Demonstr When completed, print full name	Date	How	Remedial Training When completed, print full name	Date	How
Tarina					Demonstrated? ☐ Performed			Remediated?
Trainee:					☐ Role Play			☐ Role Play
Trainer:					☐ Other *			☐ Other *
Comme	ents: * (Please explain, if yo	ou che	cked the box titled "oth	er".)				

Topic:	Maintaining Security							
Trainee):			Traine	r:		Title:	
Class	: Security and Key Cor	ntrol						
Trainee Trainee	e will review agency specife will shadow an experience will perform security rour will observe, monitor and	ced off nds an	icer performing security d key control with supe		s and key contr	ol.		
	Received Instruction		Competency Demonstra	atad		Remedial Training		1
	When completed, print full name	Date	Competency Demonstr When completed, print full name	Date	How Demonstrated?	When completed, print full name	Date	How Remediated?
Trainee:					☐ Performed ☐ Role Play			☐ Performed ☐ Role Play
Trainer:					☐ Other *			☐ Other *
Comme	ents: * (Please explain, if yo	ou che	cked the box titled "othe	er".)				

Topic:	Maintaining Security							
Trainee	:			Traine	r:		Title:	
Class	: Counts							
Traine Traine	e will review policies and pe will shadow an experience will perform a count with will observe, monitor and	ced off super	icer while they perform vision.	a coun	t.			
	Received Instruction		Competency Demonstr	ratod	1	Remedial Training		
	When completed, print full name	Date	When completed, print full name	Date	How Demonstrated?	When completed, print full name	Date	How Remediated?
Trainee:					☐ Performed			☐ Performed
Trainer:					☐ Role Play ☐ Other *			☐ Role Play ☐ Other *
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Comme	ents: * (Please explain, if yo	ou che	cked the box titled "oth	er".)				

Topic:	Maintaining Security							
Trainee	::			Traine	r:		Title:	
Class	: Facility Searches							
Traine of Traine of	e will review the facility sea e will shadow an experience will perform a facility and will observe, monitor and	ced off vehic	icer performing a facilit le search.		ehicle search.			
	Received Instruction		Competency Demonstr	ated	<u> </u>	Remedial Training		
	When completed, print full name	Date	When completed, print full name	Date	How Demonstrated?	When completed, print full name	Date	How Remediated?
Trainee:					☐ Performed			☐ Performed
Trainer:					☐ Role Play ☐ Other *			☐ Role Play ☐ Other *
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Comme	ents: * (Please explain, if yo	ou che	cked the box titled "oth	er".)				

Горіс:	Maintaining Security							
Γrainee	::			Traine	r:		Title:	
Class:	: Contraband and Evid	ence						
Trainee Trainee	e will review the agency's will explain the "chain of will explain the difference will debrief with the traine	custodes betv	ly" when processing co	ontrabar	nd and evidence	€.		
	Received Instruction		Competency Demonst	rated		Remedial Training		
	When completed, print full name	Date	When completed, print full name	Date	How Demonstrated?	When completed, print full name	Date	How Remediated?
Trainee:					☐ Performed			☐ Performed
Trainer:					☐ Role Play ☐ Other *			☐ Role Play ☐ Other *
Comme	ents: * (Please explain, if yo	ou che	cked the box titled "oth	er".)				

Topic:	Supervising Juveniles							
Trainee):			Traine	r:		Title:	
Class	: Recreation							
Traine	e will review the agency's will explain how to set-up will debrief with the traine	o, impl				thin the facility.		
	Received Instruction		Competency Demonstr	ated		Remedial Training		
	When completed, print full name	Date	When completed, print full name	Date	How Demonstrated?	When completed, print full name	Date	How Remediated?
Trainee:					☐ Performed			☐ Performed
Trainer:					☐ Role Play ☐ Other *			☐ Role Play ☐ Other *
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Comme	ents: * (Please explain, if yo	ou che	cked the box titled "oth	er".)				

Topic:	Supervising Juveniles							
Trainee	:			Traine	·:		Title:	
Class	Progressive Disciplin	e and	i Juvenile Grievance	es				
Traine	e will review the agency's	policie	s and procedures on pr	ogressi	ve discipline an	d juvenile grievances.		
Traine	e will explain the agency's	policie	es and procedures on p	rogress	ive discipline a	nd juvenile grievances.		
Trainer	will debrief with the traine	e.						
	Received Instruction		Competency Demonstra	ated		Remedial Training		
	When completed, print full name	Date	When completed, print full	Date		When completed, print full	Date	
			name		How	name		How
					Demonstrated?			Remediated?
Trainee:					☐ Performed			☐ Performed
					☐ Role Play			☐ Role Play
Trainer:					☐ Other *			☐ Other *
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Comme	ents: * (Please explain, if yo	ou che	cked the box titled "othe	er".)				

Γrainee	:			Traine	r:		Title:	
Class	: Group Dynamics							
Trained of the f	e will review the agency's e will explain how to imple acility. Twill debrief with the traine	ment,						
	Received Instruction		Competency Demonstr	rated		Remedial Training	1	
	When completed, print full name	Date	When completed, print full name	Date	How Demonstrated?	When completed, print full name	Date	How Remediated?
Trainee:					☐ Performed			☐ Performed
Trainer:					☐ Role Play ☐ Other *			☐ Role Play ☐ Other *

Горіс:	Supervising Juveniles	}						
rainee):			Traine	r:		Title:	
	: Movement							
rainee rainee	e will review agency policie will shadow an experience will explain agency's policies will debrief with the traine	ced off cies a	icer when conducting a	a mover	nent within the		ers.	
	Received Instruction		Competency Demonst	rated		Remedial Training		
	When completed, print full name	Date	When completed, print full name	Date	How Demonstrated?	When completed, print full name	Date	How Remediated
rainee:					☐ Performed			☐ Performed
rainer:					☐ Role Play ☐ Other *			☐ Role Play ☐ Other *
Comme	ents: * (Please explain, if yo	ou che	cked the box titled "oth	er".)				

Γrainee	:			Traine	r:		Title:	
	Medical Issues and U		_					
Trainee Trainee	e will review agency policie will review agency policie will explain proper use of will debrief with the traine	es and f unive	procedures on medica	l referra	als, sick calls, a	nd notifications.	ment.	
Received Instruction Competency Demo						Remedial Training		
	When completed, print full name	Date	When completed, print full name	Date	How Demonstrated?	When completed, print full name	Date	How Remediated?
Trainee:					☐ Performed			☐ Performed
Trainer:					☐ Role Play			☐ Role Play
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Topic:	Medical							
Trainee):			Traine	r:		Title:	
Class	: Medical Emergencies	}						
Traine	e will review agency policie will explain the proper re will debrief with the traine	spons			gencies.			
	Received Instruction		Competency Demonstr	ated		Remedial Training		
	When completed, print full name	Date	When completed, print full name	Date	How Demonstrated?	When completed, print full name	Date	How Remediated?
Trainee:					☐ Performed			☐ Performed
Trainer:					☐ Role Play ☐ Other *			☐ Role Play ☐ Other *
Comme	ents: * (Please explain, if yo	ou che	cked the box titled "oth	ər".)				

Topic:	Classification of Juve	niles						
Trainee	::			Traine	r:		Title:	
Class	Classification of Juve	eniles						
Trainee Trainee	e will review the agency class will shadow an experience will classify a juvenile. will debrief with the traine	ced off						
	Descined Instruction		Commenter on Domestic			Domodial Trainian		
	Received Instruction When completed, print full name	Date	Competency Demonstr When completed, print full name	Date	How Demonstrated?	Remedial Training When completed, print full name	Date	How Remediated?
Trainee:					☐ Performed ☐ Role Play			☐ Performed ☐ Role Play
Trainer:					☐ Other *			☐ Other *
Comme	ents: * (Please explain, if yo	ou che	cked the box titled "othe	er".)				

	:			Traine	r:		Title:	
Class:	Gender Identity							
	will review the agency's p							
rainee	will explain the steps to for	ollow t	o appropriately search	and ho	use a LGBTQI y	outh.		
rainer	will debrief with the traine	e.						
	Received Instruction		Competency Demonstr	ated		Remedial Training		
	When completed, print full name	Date	When completed, print full name	Date		When completed, print full name	Date	
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ainer:					☐ Other *			☐ Other *
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omme	nts: * (Please explain, if yo	u cne	cked the box titled "oth	er".)				

Topic:	Report Writing and Re	cord	Keeping							
Trainee	:			Traine	r:		Title:			
Class:	General Reports									
	e will review samples of we will write a report.	ell writt	en agency reports.							
Trainer	will review the report and	debrie	ef with the trainee.							
	Received Instruction When completed, print full name	Date	Competency Demonstra When completed, print full name	Date	How Demonstrated?	Remedial Training When completed, print full name	Date	How Remediated?		
Trainee:					☐ Performed			☐ Performed		
					☐ Role Play			☐ Role Play		
Trainer:					☐ Other *			☐ Other *		
Comme	ents: * (Please explain, if yo	ou chec	cked the box titled "othe	er".)						

rainee	:			Traine	r:		Title:	
Class:	Emergency Planning							
rainee	e will review agency's polic	cies ar	ıd procedures on emerç	gency re	esponse.			
raine	e will explain agency's poli	icies a	nd procedures on emer	gency r	esponse.			
rainer	will debrief with the traine	e.						
			Competency Demonstr			Remedial Training		
	When completed, print full name	Date	When completed, print full name	Date		When completed, print full name	Date	
			name		How Demonstrated?	name		How Remediated?
rainee:					☐ Performed			☐ Performed
					☐ Role Play			☐ Role Play
rainer:					☐ Other *			☐ Other *
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Topic:	Emergency Procedure	S						
Trainee):			Traine	r:		Title:	
Class	: Fire and Life Safety							
	e will locate emergency eq							
ı raine	e will discuss steps to take	to coi	ntrol an emergency, us	ing an a	igency specific	scenario.		
Trainer	will debrief with the traine	e.						
	Received Instruction		Competency Demonst	rated		Remedial Training		
	When completed, print full name	Date	When completed, print full	Date		When completed, print full	Date	
			name		How	name		How
					Demonstrated?			Remediated?
Trainee:					☐ Performed			☐ Performed
					☐ Role Play			☐ Role Play
Trainer:					☐ Other *			☐ Other *
Comme	ents: * (Please explain, if yo	ou che	cked the box titled "oth	er".)				

Topic:	Visitation									
Trainee	:			Traine	r:		Title:			
Class	Visitation									
Trainee will review the agency's policies and procedures on visitation. Trainee will explain how to check in visitors according to agency policies and procedures. Trainee will explain issues around visitation and when to terminate a visit. Trainer will debrief with the trainee.										
	Received Instruction Competency Demonstrated					Remedial Training				
	When completed, print full name	Date	When completed, print full name	Date	How Demonstrated?	When completed, print full name	Date	How Remediated?		
Trainee:					☐ Performed			☐ Performed		
				<u> </u>	☐ Role Play			☐ Role Play		
Trainer:					☐ Other *			☐ Other *		
				<u>.1</u>	1		I	l .		
Comme	ents: * (Please explain, if yo	ou che	ked the box titled "othe	;r".)						

Topic:	opic: Screening and Distribution of Supplies and Mail										
Trainee	:			Traine	r:		Title:				
Class:	Screening and Distrik	oution	of Supplies and Ma	ail							
Trainee Trainee	Trainee will review the agency's policies and procedures on screening of mail and distribution of supplies. Trainee will shadow an experienced officer screening mail and distributing supplies to a juvenile. Trainee will distribute mail and supplies to a juvenile. Trainer will observe, monitor and debrief with the trainee.										
Received Instruction Competency Demonstrated Remedial Training											
	When completed, print full name	Date	When completed, print full name	Date	How Demonstrated?	When completed, print full name	Date	How Remediated?			
Trainee:					☐ Performed			☐ Performed ☐ Role Play			
Trainer:					☐ Other *			☐ Other *			
						l					
Comme	ents: * (Please explain, if yo	ou chec	cked the box titled "othe	∍r".)							

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i rainee	:			Iraine	r:		Title:	
Class	Preparation for Trans	port						
Traine 6	e will review the policies are will shadow an experience will prepare for a transport will observe, monitor and	ced off ort.	icer preparing for a tran		paration.			
TTUITIO	wiii observe, monitor and	dobiid	with the trainee.					
	Received Instruction When completed, print full name	Date	Competency Demonstr When completed, print full name	Date	How Demonstrated?	Remedial Training When completed, print full name	Date	How Remediated?
Trainee:					☐ Performed			☐ Performed
					☐ Role Play			☐ Role Play
Trainer:					☐ Other *			☐ Other *
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Comme	ents: * (Please explain, if yo	ou che	cked the box titled "oth	er".)				

Topic:	Case Planning									
Trainee):			Traine	r:		Title:			
Class	: Case Planning									
Trainee Trainee	e will review the agency's as will explain where to locate will explain the agency's will debrief with the trained	ate a c risk/ne	ase plan, how to access	s it, and	I how to utilize t	the information.	rmation			
Received Instruction Competency Demonstrated Remedial Training										
	When completed, print full name	Date	When completed, print full name	Date	How Demonstrated?	When completed, print full name	Date	How Remediated?		
Trainee:					☐ Performed ☐ Role Play			☐ Performed ☐ Role Play		
Trainer:					☐ Other *			☐ Other *		
Comme	ents: * (Please explain, if yo	ou che	cked the box titled "othe	er".)						

rainee	:			Traine	r:		Title:	
Class:	Sexual Assault and A	buse						
	e will review the agency's p							
rainee	e will explain the steps to t	ake in	response to a sexual a	assault a	and sexual abus	se case.		
rainer	will debrief with the traine	e.						
	Received Instruction Competency Demons When completed, print full name Date When completed, print full					Remedial Training When completed, print full	Date	
	when completed, print full hame	Date	name	Date		name	Date	
					How Demonstrated?			How Remediated
ainee:					☐ Performed			☐ Performe
anico.					☐ Role Play			☐ Role Play
ainer:					☐ Other *			☐ Other *
omme	ents: * (Please explain, if yo	ou che	cked the box titled "oth	er".)				
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Topic:	opic: Defensive Tactics and Restraint Techniques										
Trainee	::			Traine	r:		Title:				
Class	: Use of Force										
Traine	e will review agency use or will explain the agency's will debrief with the traine	use of									
	Received Instruction When completed, print full name	Date	Competency Demonstr When completed, print full name	Date		Remedial Training When completed, print full name	Date				
					How Demonstrated?			How Remediated?			
Trainee:					☐ Performed			☐ Performed			
					☐ Role Play			☐ Role Play			
Trainer:					☐ Other *			☐ Other *			
Comme	ents: * (Please explain, if yo	ou che	cked the box titled "oth	er".)							

горіс: і	Defensive Tactics and	Rest	raint Techniques					
Γrainee):			Traine	r:		Title:	
Class:	: Person Searches							
Trainee Trainee	e will review policy and pro e will explain the different to e will demonstrate one of to will observe, monitor and	types of he age	of person searches per ency approved person		S.			
	Received Instruction		Competency Demonstr	rated	_	Remedial Training		
	When completed, print full name	Date	When completed, print full name	Date	How Demonstrated?	When completed, print full name	Date	How Remediated?
Trainee:					☐ Performed ☐ Role Play			☐ Performed ☐ Role Play
Trainer:					☐ Other *			☐ Other *

Горіс:	Behavioral Health							
Γrainee	:			Traine	r:		Title:	
Class:	Roles and Responsib	ilities						
	e will review the agency's e will explain how to make				al health concei	ning proper behavioral h	ealth re	ferral.
Trainer	will debrief with the traine	e.						
	Received Instruction When completed, print full name	Date	Competency Demonstr When completed, print full name	Date	How	Remedial Training When completed, print full name	When completed, print full Date	
					Demonstrated? ☐ Performed			Remediated?
Trainee:					☐ Role Play			☐ Role Play
Trainer:					☐ Other *			☐ Other *
Comme	ents: * (Please explain, if yo	ou che	cked the box titled "othe	ər".)				

Topic:	Topic: Behavioral Health										
Trainee	:		<u> </u>	Trainer	·:		Title:				
Class	Suicide Prevention										
Trainee will review the agency's policies and procedures on suicide prevention. Trainee will explain suicide prevention policies and procedures.											
Trainer	will debrief with the traine	e.									
	Received Instruction When completed, print full name	Date	Competency Demonstra When completed, print full	ated Date		Remedial Training When completed, print full	Date				
			name		How Demonstrated?	name		How Remediated?			
Trainee:					☐ Performed			☐ Performed			
				<u> </u>	☐ Role Play			☐ Role Play			
Trainer:					☐ Other *			☐ Other *			
Comme	ents: * (Please explain, if yo	ou che	cked the box titled "othe	∍r".)							

оріс.	Behavioral Health							
Trainee:				Trainer:			Title:	
Class	Emotional Survival							
Traine	e will review the agency's will explain Emotional Summil debrief with the traine	irvival.		ources a	available to staf	f for emotional support a	and self-	care.
	Received Instruction		Competency Demonstrated			Remedial Training		I
	When completed, print full name	Date	When completed, print full name	Date	How Demonstrated?	When completed, print full name	Date	How Remediated?
Trainee:					☐ Performed ☐ Role Play			☐ Performed
Trainer:					☐ Other *			☐ Other *