The following list below describes the courses offered to academy graduates as they enter the field training program (2024). These new officers are brought back to training several times as they navigate through the training process:

1.	Course Titl	e: Riot and Crowd Control	
	Course Des	scription: To provide historical knowledge on civil unrest and events, which have	
	shaped law	enforcement's response and actions. To prepare personnel to deal with large	
	crowds and	d riotous behavior through the use of convention law enforcement tactics	
	Course Ob	jectives: Upon completion of this course, the student will be able to:	
		Understand the history, commonalities, and lessons learned from law	
		enforcement's response to civil unrest.	
		Review the use and advantages of a Mobile Field Force (MFF).	
		Understand the difference between planned and spontaneous events.	
		Know and comprehend the tactics for Crowd Control Measures.	
		Discuss protestor tactics and devices.	
		Review and demonstrate tactical formations.	
		Review the roles and responsibilities of the MFF.	
		Demonstrate an understanding of Federal Law, existing Case law, State Law, and	
		Department Policy on protests, civil unrest, and riots.	
		Successfully employ crowd management formations, arrest teams, and tactics in a	
		safe and effective manner.	
		Utilize effective communication, including both hand and arm signals.	
	Representative Methods of Evaluation:		
		Class participation	
		Group presentation	
		Class performance	
		Demonstrate proficiency in the roles, tactics, and best practices of crowd	
		management.	
2.	Course Titl	e: Crime Scene Management in death cases	
	Course Des	scription: To provide basic knowledge and understanding of crime scene	
	manageme	ent and the investigation of homicides, Death in Custody, and Officer Involved	
	Shooting.		
	Course Ob	jectives: Upon completion of this course the student will be able to:	
		Know the role of a first responder at a critical incident	
		Recognize different crime scenes and the needs of each	
		Know the importance of neighborhood canvases	
		Know the importance of witness identifications and statement documentation	
		Know their legal authority to detain witnesses	
		Know the difference between a Special Needs Detention and an Investigative	
		Detention	
		Know what a Homicide Call-Out consists of, and who authorizes it	
		Know what documentation is required of an officer at a Homicide scene	

		Know how to identify possible evidence at a critical incident and what to do when
		possible evidence is located
		Understand the importance of not disturbing possible evidence at a scene
		Know which types of evidence (DNA, Blood, Hair, Saliva, Semen) may be present at a
		scene
		Know how to properly handle a weapon at a crime scene
		Know the responsibilities of a first responder at the hospital
		Know the legal considerations related to a critical incident crime scene
		Explain what Excited Delirium is and know the indicators
		Appropriately respond to an individual experiencing Excited Delirium
		Know what an Officer Involved Shooting Investigation consists of
		Know what to expect if they are involved in a Death in Custody or Officer Involved
		Shooting
		Know which internal and external entities respond to a Death in Custody or Officer
		Involved Shooting
		Know what happens at the scene of a Death in Custody or Officer Involved Shooting
		Know their rights related to a Death in Custody or Officer Involved Shooting
		investigation
		Know what to expect in an interview when involved in a Death in Custody or Officer
		Involved Shooting investigation
		Understand the departments review process for critical incidents
		Understand the Homicide/Felony Assaults Unit's role in a critical incident
		investigation
	Representa	ative Methods of Evaluation:
		Class participation
3.		e: POD, LPR, TAS, LEARN, RTCC, FUSUS Training for new officers
		scription: To provide a general overview of multiple surveillance systems and license
	-	er technology available and to be used by officers and detectives.
		ectives: Upon completion of this course, students will be able to:
		Know what technology is available and basic understanding of uses:
		 POD – Police Observation Device
		LPR – License Plate Reader TAS – Tayant Alart Samiler
		TAS – Target Alert Service Apply Law Enforcement Applying Pagenting Naturals.
		LEARN – Law Enforcement Archival Reporting Network RECC - Real Time Crime Center
		RTCC – Real Time Crime Center
	Donroconto	FUSUS Ative Methods of Evaluation:
	Representa	Class Participation
		Class Participation
	Ц	Lecture

4.	Course Title	e: Taser Conducted Energy Device (CED) User Course	
	Course Des	scription: To provide the basic operational theory and practical training to	
	reasonably	, safely, and effectively operate the Taser 7 conducted energy device.	
	Course Obj	ectives: Upon completion of this course the student will be able to:	
		Explain the technology associate with the Taser 7.	
		Describe the nomenclature and operation of the Taser 7.	
		Describe the nomenclature and operation of the Taser 7 cartridges.	
		Explain the proper care and troubleshooting techniques	
		Explain the tactical considerations associated with the CED use.	
		Explain the probe placement and aiming requirements.	
		Demonstrate safe handling of CED's	
		Demonstrate and understanding of Federal Law, existing case law, state law, and	
		department policy on the use of force of CED's.	
		Weapon retention	
		Demonstrate and understanding of after force care after the CED has been deployed.	
		acpioyeu.	
5.	Course Title	e: Less Lethal Training	
	Course Des	scription: To provide tactical theory and practical training to reasonably, safely, and	
	effectively	use our less lethal tools. The focus being the less lethal shotgun with drag stabilized	
	rounds, the 40mm launcher with exact impact rounds, and the pepper ball launcher with live		
	and VXR live rounds.		
	Course Obj	ectives: Upon completion of this course the student will be able to:	
		Understand our department policy, state and federal law regarding the use of these	
		weapon systems	
		Understand and explain the advantages and disadvantages of each of the weapon systems	
		Understand the potential for contamination of rounds and our prescribed methods	
		for negating that possibility	
		Understand and explain the importance of tactical debriefs in the aftermath of a critical incident	
		Understand and apply common tactics to resolve critical incidents to ensure the safety of the public, the officer, and the suspect	
		Explain and apply the concept of a line of demarcation	
		Explain and apply the concept of overwhelming with less lethal	
		Explain the use and construction of an arrest team	
		Explain the technique and why we place an emphasis on de-escalation	
		Demonstrate safe handling of a shotgun, a 40-mm launcher, and a pepper ball gun	
		Demonstrate an understanding of aftercare follow up (First Aid)	
	Representa	ative Methods of Evaluation:	
		Class participation	
		Team presentations	
		Breakout sessions	
		Demonstrate the safe and effective use of each weapons system on the range	

	 Demonstrate an understanding of the concepts while conducting scenario based training.
6.	Course Title: Court Liaison and Court procedures when testifying in court Course Description: To provide information pertaining to Court appearances, subpoenas, overtime, depositions, and other court proceeding in which officers or employees may be subpoenaed related to their employment. Course Objectives: Upon completion of this course the student will be able to: Articulate their responsibilities related to subpoenas and court appearances Representative Methods of Evaluation: Class participation Oral presentation
7.	Course Title: Basic Traffic Collision Investigation Course Description: This course fulfills the requirements of 40600 CVC. Topics include traffic law, scene management, evidence identification, collision causation actors, reporting procedures, sketching and diagramming, and court testimony. The course includes a practical exercise. Course Objectives: Upon completion of this course the student will be able to: Understand the various factors that cause or contribute to collisions Develop the ability to identify and interpret collision related physical evidence Learn the procedures used in investigating collisions Develop the skills necessary to properly document the collision investigation Demonstrate learned skills during a practical mock-collision investigation Representative Methods of Evaluation: Class participation Class performance Written Examination (POST Test) Demonstrate and pass skills test
8.	Course Title: K-9 Introduction Course Description: Provide a basic understanding and overview of the Sacramento Police K-9 Unit. Course Objectives: Upon completion of this course the student will be able to: Have a basic understanding of K-9 policies and procedures Understand the officer role in relation to the K-9 Officer Introduced to Scent Theory Understand how to safely interact around the dogs Understanding the limitations of the dog Representative Methods of Evaluation: Class participation
	u Class participation

9. Course Title: Tactical Lifesaver Course for Patrol Officers

		scription: To provide additional training related to treating trauma at the individual
		casualty level.
Cou	ırse Ob	jectives: Upon completion of this course the student will be able to:
		Explain the expectation of providing after force care for injured Officers and civilians
		Explain what massive hemorrhage is and what adjuncts can be used to treat it
		Recognize Hypovolemic Shock
		Demonstrate the proper use of the CAT-T, SWAT-T, and SOF-T tourniquets
		Identify the areas of the body where Junctional Hemorrhage can occur
		Describe proper airway management for semi-conscious and unconscious patients
		Identify signs of a Tension Pneumothorax and the proper use of a chest seal
		List the classifications used by EMS in triage at Mass Casualty incidents
		Identify the symptoms presented by trauma victims that would indicate the need
		for immediate evacuation
		Describe the considerations that need to be taken when setting up a casualty
		collection point
		Perform a rescue lift of a casualty
		Identify which injuries on an Officer should be transported by Fire personnel and
		which ones should be immediately evacuated to the hospital by Police personnel
		Identify which area hospitals are trauma centers and describe the difference
		between the levels
Rep		ative Methods of Evaluation:
		Lecture
		Class participation
10 6-	T:4l	a. Financial Cassian for New Officers
		e: Financial Session for New Officers
		scription: To provide the academy graduate an overview of their employee benefit
•		d best practices for personal financial management.
Cou		jectives:
		Overview of PERS retirement program
		Overview of the Social Security Program
		Overview of Retirement Savings Plan including 457, IRA, and Roth IRA
		Medical Option Plans
		Insurance Plans
		Budgeting and managing person finance
		Financial pitfalls
Rep	resent	ative Method of Evaluation:
		Class participation
11. Cou	ırse Titl	e: Its in the Bag: Food labels, eating behaviors, and metabolism
Cou	ırse Des	scription: To provide the practical education of food labels, eating behaviors, and
		n to sustain a healthy lifestyle.
		jectives: Upon completion of this course the student will be able to:
		Explain the key components of a food label.
		Discuss how to analyze and use the information on a food label.
		Explain the concepts of eating behavior.
	П	Discuss how to improve eating behavior to make better choices

		Explain the concepts of nutrition and metabolism.
		Discuss the human factors affecting metabolism.
		Discuss ways to manage metabolism for improved health.
	Representa	ative methods of Evaluation:
		Class participation
		Class performance
		Demonstrate knowledge of material
		Group oral examination
12.	Course Title	e: Infectious Disease
	Course Des	cription: To educate officers as to what an "exposure event" is and what the
	procedure	is if they get exposed on duty.
	Course Obj	ectives: Upon completion of this course, the student will be able to:
		Understand the various modes of transmission (bloodborne, airborne, and droplet)
		Identify what is an exposure event and what is not
		Understand the reporting/testing procedure following an exposure event
		Learn different ways to help protect themselves from an exposure event (using
		appropriate PPE, covering open wounds with bandages during their shift, washing
	5	hands with soap and water, etc)
	-	ative Methods of Evaluation:
		Class participation
	nature of n well as met Course Obj	cription: To educate officers about what an opioid/opiate overdose looks like, the aloxone and how to effectively administer it, follow-up and reporting procedures, as chods to avoid accidental law enforcement exposures. ectives: Upon completion of this course, the student will be able to: Identify the signs of an opioid/opiate overdose Understand how naloxone (Narcan) works in the human body and how to properly administer our department-issued Narcan Learn the appropriate first-aid and reporting follow-up after a Narcan administration Understand what measures are necessary to avoid accidental exposure (scene safely, PPE, how to appropriately wash off potential contaminants, etc) etive Methods of Evaluation: Class participation
		Pre-and post-test
14.		e: Peer Support and Stress Management
		cription: To provide a basic overview of stress, resiliency and resources for a career
	in law enfo	
	Course Obj	ectives: Upon completion of this course the student will be able to:
		Have increased awareness of stress education especially as it applies to LEO's unique needs.
		Identify warning signs and indicators for proactive intervention.
		Understand the stigma of stress challenges by normalizing certain reactions.

		Understand the potential for health problems and substance abuse and how they affect the law enforcement officer.
		Demonstrate an understanding of hyper-vigilance and how it relates to law
		enforcement.
		Identify and be able to access various resources to help themselves and their
		families.
Repre	sent	ative methods of Evaluation:
		Class participation
		Group Exercises
		Class Performance
15. Cours	e Titl	e: Crime Scenes, Evidence, and Forensic Course
Cours	e De	scription: To provide the basic procedures and training as it pertains to forensic cases
in the	field	for officers and crime scene investigators.
Cours	e Ob	jectives: Upon completion of this course the student will be able to:
		Explain the type of calls CSI respond to
		Explain the processing techniques that are utilized by CSI
		Describe the information officers are required to provide CSI in order to assist
		Describe the proper photography techniques used by patrol
		Explain the basic understanding of fingerprint concepts
		Demonstrate proper collection of a known fingerprint of a subject
Repre		ative Methods of Evaluation:
		Class participation
		Demonstrate and pass a skill test
16. Cours	e Titl	e: Internal Affairs
Cours	e De	scription: To provide a basic overview of the internal
to:		
		Explain the process to receive a personnel complaint
		Describe an officer's role when made aware of a personnel complaint
		Explain the difference between a Division Investigation and an Internal Affairs Investigation
		Demonstrate an understanding of the Peace Officers Bill of Rights (POBR)
		Describe the complaint classifications (allegations)
		Explain the investigative steps taken in a typical investigation
		Explain the management review process
		Demonstrate an understanding of complaint dispositions
		Describe the role of oversight entities (Office of Public Safety Accountability)
		Describe non-disciplinary actions that could be taken
		Explain disciplinary actions that could be taken
Repre	sent	ative Methods of Evaluation:
		Class participation

17.	Course Titl	e: Gender Awareness Training
	Course Des	scription: To adapt and address norms in the Sacramento Community including but
	not limited	to the transgender, gender variant and intersex community.
	Course Obj	jectives: Upon completion of this course the student will be able to:
		Communicating in a respectful and professional manner
		Understand Legal and Policy requirements
		Understanding, defining, and responding to hate crimes including mandatory
		reporting
		Respect Gender
		Knowledge of Federal, State, and local policy
		Knowledge of sexual orientation terms
		Knowledge of medical and legal terms
		Knowledge of transgender terms
		Knowledge of current and future Pat and Strip searches
		Knowledge of proper name and pronoun use
	Representa	ative Methods of Evaluation:
		Class participation
		Class discussion
		Written and Oral demonstration assessment
18.	Course Des	e: Mobile Data Computer (MDC) and Mobile Report Entry (MRE) scription: To provide the basic operational theory and practical training to operate Data Computer and the Mobile Report Entry Software
	Course Obj	
	_	Properly log on and log off all systems
		Query people, vehicles, and locations
		Use the mapping system
		Document reports appropriately
	Representa	ative Methods of Evaluation:
	•	Class participation and performance during scenarios using the MDT and MRE
		systems
19.	Course Titl	e: CIT (Crisis Intervention Training)
	Course Des	scription: The Sacramento Police Department CIT course is a 40-hour comprehensive
	training led	by multiple instructors who are certified and who are specialists in their perspective
	fields. The	se instructors teach officers about the nuances with working with the mentally ill
	demograph	
	Course Obj	jective: To provide officers basic knowledge of mental illness, facilitate an
		ding, and to be able to implement CIT into their daily methods when presented with a
		with mental health issues.
	Representa	ative Methods of Evaluation:
		Class participation

	☐ Scenario performance
	☐ Pre-test Assessment
20.	Course Title: Drager Alcotest 9510 Training and Certification
	Course Description: To train new officers on the basics of alcohol analysis and how to properly
	administer a breath test using the Drager Alcotest 9510.
	Course Objectives: Upon completion of this course the student should be familiar with:
	☐ The regulatory aspects of Breath Alcohol Testing
	☐ The role of the laboratory staff and the role of the officer
	☐ The attributes of blood, breath, and urine specimens
	☐ Pharmacology of alcohol
	☐ Theory of operation for the Drager Alcotest 9510
	☐ Detailed procedure of operation of the Drager Alcotest 9510
	 Detailed instruction on how to administer the subject test and to follow the
	precautionary checklist
	☐ Causes and solutions to potential error messages that could be seen in the field
	Representative Methods of Evaluations:
	☐ Written Examinations
	☐ Practical Examination with the Drager Alcotest 9510
	Course Title: Services at Community Against Sexual Harm (CASH) Course Description: To provide the information of services at CASH. Also, to illuminate the struggle the women who are prostituting are possibly going through (being trafficked, substance use, no other options in life) so they are looked at and treated like a person and not a problem. Course Objectives: Upon completion of this course the student will be able to know information regarding: Mission of the program Human Trafficking: Labor and Sex Health, substance abuse, and barriers Traffickers The demand for sex Our approach and services Representative Methods of Evaluation: Class participation
22.	Course Title: Standardized Field Sobriety Testing - Training Course Description: To provide the basic operational theory and practical training to reasonably, safely, and effectively conduct roadside field sobriety testing and properly determine impairment. Course Objectives: Upon completion of this course the student will be able to: Explain the relevance of Standardized Field Sobriety Testing. Describe the nomenclature and phases of the tests Demonstrate and evaluate the tests to NHTSA standards
22.	Course Description: To provide the basic operational theory and practical training to reasonably, safely, and effectively conduct roadside field sobriety testing and properly determine impairment. Course Objectives: Upon completion of this course the student will be able to: Explain the relevance of Standardized Field Sobriety Testing.

		Demonstrate an understanding of Federal Law, existing law, state law, and
		department policy regarding DUI investigations and search warrant protocols.
		Demonstrate an understanding of proper documentation procedures and report writing.
	Represent	ative Methods of Evaluation:
		Class participation
		Class performance
		Written Examination
		Demonstrate and pass a skill test
23.	Course Tit	le: DUI Investigations, Reports and Testimony
	Course De	scription: This class is taught by the Deputy District Attorney's Office regarding DUI
	Investigati	ons and court procedures.
	Course Ob	jectives: Upon completion of this course the student will be able to:
		Understand requirements needed for a competent and thorough DUI investigation.
		Be aware of common mistakes associated with officer DUI reports.
		Understand the process and requirements when giving court testimony
		Case Law
		Demonstrate an understanding of proper documentation procedures and report
		writing.
24.	Course Tit	le: K-9 Unit Familiarization and Building Searches
	Course De	scription: To provide the basic knowledge of how police K9's operate and how to
	effectively	and safely utilize K9 as a resource during your daily activities as a police officer.
	Course Ob	jective: Upon completion of this course the student will be able to:
		Know when and how to request K9 for assistance
		Learn how to establish perimeters around buildings and neighborhoods
		Knowledge of suspect tactics
		How to act as a K9 cover officer during building and area searches
		Helpful information for K9 handlers
		Explain the K9 Unit's responsibilities
		Community Outreach
		Understand benefits and limitations of a police K9
		Demonstrate an understanding of Federal Law, existing case law, state law, and
		department policy on the use of force as it relates to K9
		Demonstrate an understanding and the lawful requirement for after care following
		a K9 apprehension
		How to properly document a K9 apprehension in a police report
	Represent	ative Methods of Evaluation:
		Lecture
		Practical Exercises
		Demonstrations
		Observing

25.	Course Titl	e: Firearms – (Rifle Update)
	Course Des	scription: To provide training in tactical firearms and lethal force as required in the
	POST Peris	hable Skills Training Program. The trainee will develop the necessary tactical firearm
	knowledge	and skills to survive a lethal force encounter. The course consists of hands on
	learning, p	ractical exercises, and skill building.
	Course Obj	ectives: Upon completion of the course the student will be able to:
		Demonstrate knowledge of their individual department's UOF firearm policy
		Demonstrate a minimum standard of tactical firearms proficiency with every
		technique, exercise, and course of fire to include:
		 Judgement and decision making
		 Weapons safety
		 Basic presentation techniques
		 Fundamentals of shooting
		 Target and non-target shooting
		 Speed, accuracy, and effectiveness under stress and movement conditions
	Representa	ative Methods of Evaluation
		Lecture
		Participation
		Skill Building
		Practical Exercises
		Verbal, written, and practical tests
26.		e: Human Trafficking
		scription: To provide basic concepts of the subculture of Human trafficking and First investigative techniques.
	•	investigative techniques. course the student will have a basic understanding
	_	wing concepts.
		Victimology and taking a victim centered approach
		Suspect dynamics
	П	Customers and demand
		HT terminology
	П	HT indicators
	П	HT investigative steps for officers in the field
	П	Resources
	_	ative Methods of Evaluation:
	Class Partic	
Ш	Ciass Pai li	ipation
27	Course Titl	e: Intentional Mass Casualty: Rescue Strike Team
_,.		cerintian. To provide a general understanding of how to respond to an intentional

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Course Description: To provide a general understanding of how to respond to an intentional mass casualty (IMCI), including coordination with the fire department. The lecture and scenarios assist officers with common terminology, objectives, and movement with the fire department and to save lived during an IMCI.

Course Objectives: Upon completion of this course the student will have a basic understanding of the following concepts.

		The Hartford consensus and Tactical Emergency critical care
		Identify common terminology between fire and Law Enforcement
		Understand what it means to suppress a threat, secure a scene, and escort fire into
		the indirect threat zone to service victims
		HT terminology
		HT indicators
		HT investigative steps for officers in the field
		Resources
	Representa	ative Methods of Evaluation:
		Class Participation
		Scenarios
		Required Test
28.	Course Titl	e: Peer Intervention
	Course Des	scription: To provide information and reinforce the concepts of peer intervention to
	peace offic	ers.
	Course Obj	iectives: Upon completion of this course the student will have a basic understanding
	of the follo	wing concepts.
		Definition of peer intervention.
		Why peer intervention is important.
		Civil Rights Act
		4 th Amendment
		When intervention is necessary or required.
		Recognizing signs that intervention is needed.
		Challenges that you may face.
		Steps for peer intervention.
		Resources or personal experiences.
	Representa	ative Methods of Evaluation:
		Class Participation
		Scenarios
		Critiques on Videos
29.	Course Titl	e: Customer Service for Modern Policing
		scription: An introduction to the customer service mindset and tools/tactics for the
	•	ation of good customer service practices.
	-	jectives: To identify why customer service is important to police officers and the
	-	r, identify customers of police service and to provide students with a usable process
		ng good customer service to enhance police customer experiences. ative Methods of Evaluation:
	Representa	Class Participation
		Lecture
		Lecture

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30. Course Title: Armored Vehicle Introduction/Entry Tactics/Arrest Teams

Course Description: This class is designed to provide students with an understanding of the capabilities of armored vehicles, proper placement, and deployment considerations for varying tactical situations. Officers will be instructed on the proper makeup and use of arrest teams. Officers will also be instructed on several techniques for clearing residences and large structures.

	Course Objectives:		
		Discuss the ballistic capabilities of the armored vehicles	
		Show the location and protocol for patrol use of the armored vehicles	
		Walkthrough or armored vehicles to include ballistic panels, spotlights, and turret	
		Proper placement of armored vehicles to maximize ballistic protection	
		Proper makeup of arrest teams and use behind armored vehicles	
		Discuss dynamic vs. methodical clearing	
		Practice dynamic and methodical clearing tactics	
Representative Methods of Evaluation:			
		Class Participation	
		Lecture	
31.		le: Professional Standards Unit / Use of Force Policies and Procedures	
Course Description: Overview of the Professional Standards Division and presentation or to read policy and legal updates. To provide a comprehensive review of Sacramento Police.			
		522.02 – Emergency care for individuals under police care or control 580.01 – Use of Force Review Board	
		580.02 – Use of Force	
	Ц	580.03 – Use of Force Reporting	
		580.06 – De-escalation and planned response	
		580.07 – Duty to intercede	
		580.10 – Conducted Energy Device	
		580.12 – Less Lethal Weapon Systems	
		580.13 – Foot Pursuit	
		580.14 – Use of Canines	
	Course Objective: Upon completion of the course, students will be able to:		
understand the function of SPD's Professional Standards division., along with the location of			
	polices and laws.		
		Understand how to locate and read policy and legal updates	
		Understand the function of SPD's Professional Standards division	
		use of force, de-escalation, duty to intercede, and emergency care.	
		Review the constitutional and state standards of use of force and how these	
		standards are incorporated into Sacramento Police Department Policies.	
		What "discretionary time" is and how it could be used as a tool in attempt to de-	
	П	escalate a situation and reduce the likelihood of using force.	
		Proportionality Totality of circumstances analysis of a critical incident involving use of force	
	П	Use of force report writing	
		out of force report writing	

	Use of Force Review Board process		
Representative Methods of Evaluation:			
	Video Analysis		
	Class Participation		
	Group presentation		
	Demonstrate proficiency		
П	Lecture		

32. Course Title: Max Restraint Device

Course Description: Instructors will demonstrate how to use the Max Restraint System (2x minimum)

Course Objective: Instructors will touch on requirements of placing max restraints to include supervisor notification, subject already handcuffed, two officer minimum, and monitoring for recovery and position. Stress importance of placing the strap over the hand cuffs to help hold arms close to the body

Representative Methods of Evaluation: Students will break up into groups of three or four and practice the application of the max restraints (2x each minimum), as well as properly demonstrate the application while being viewed by an instructor