



**PEACE OFFICER BASIC TRAINING PROGRAM
SPECIAL SUBJECT INSTRUCTOR APPLICATION**

The application must be completed in its entirety, signed, and notarized. Attach additional documentation as requested. The following criteria must be met:

- Must be a high school graduate or possess a GED
- Five years experience in area specialty, three of which must be full-time
- Completion of OPOTC-approved 80-hour Instructional Skills course, or 40-hour Instructional Skills course and 14-hour update
- Completion of courses which will allow a person to learn specific knowledge and skills in the unit/topics for which the instructor desires certification
- Exceptions to the training requirements are:
 - Attorneys licensed in the state of Ohio who apply for Special Subject certification in any legal topic. (Submit a copy of your attorney registration card.)
 - Duly qualified First Aid instructors for American Heart Association, Red Cross, or American Safety and Health Institute. (Submit a copy of your instructor card.)
 - Duly qualified Special Topic Instructors in Homeland Security topics
 - Recommendation of a school commander who has been the commander of record of a Peace Officer Basic Training or Peace Officer Refresher school held within the last two years

Utilize the curriculum sheet on the last page of the application to indicate the units/topics in which the instructor desires certification.

Return application with all supporting documentation to:

Ohio Peace Officer Training Commission
Professional Standards Division
P.O. Box 309
London, Ohio 43140

FAX: (740) 845-2675

Email: OPOTC.Instructors@OhioAttorneyGeneral.gov

2. **TRAINING IN THE SUBJECT AREA TO BE TAUGHT**

NOTE: IT IS REQUIRED THAT YOU ATTACH COPIES OF TRAINING CERTIFICATES RECEIVED.

<u>Name & Address of School Attended</u>	<u>Course Title</u>	<u>Course Length (In Weeks)</u>	<u>Date Completed</u>

3. **FULLTIME EXPERIENCE IN THE SUBJECT AREA TO BE TAUGHT**

<u>Agency Name and Address</u>	<u>Title/ Position</u>	<u>Dates of Employment (From - To)</u>	<u>Total Number of Yrs/Mos Employed</u>

4. **COMPLETION OF A COMMISSION-APPROVED INSTRUCTIONAL SKILLS COURSE**
 (After July 1, 2009, 80-Hour Instructor Skills required. After August 1, 2007, 40-Hour Instructor Skills and 14-Hour Update required.)

NOTE: IT IS REQUIRED THAT YOU ATTACH A COPY OF YOUR 40/80 HOUR INSTRUCTOR TRAINING CERTIFICATE AND INSTRUCTOR SKILLS 14-HOUR UPDATE

<u>Name & Address of Instructor Skills School Completed</u>	<u>Dates Attended (From - To)</u>	<u>Number of Clock Hours</u>	<u>Date Course Completed</u>

<u>Name & Address of Instructor Skills 14-Hour Update School Completed, if applicable</u>	<u>Dates Attended (From - To)</u>	<u>Number of Clock Hours</u>	<u>Date Course Completed</u>

5. **BACKGROUND INFORMATION**

Have you ever been investigated for, disciplined for, terminated for, matters of veracity or of moral turpitude? no yes If yes, include a detailed summary.

MUST APPEAR IN PERSON BEFORE A NOTARY TO COMPLETE THE FOLLOWING AFFIDAVIT

AFFIDAVIT

I declare under the penalty of perjury that the information in this Application is true and correct to the best of my knowledge.

Signature Date

Subscribed and sworn personally before me by the above-named Affiant, this _____ day of _____, 20____, at _____, in the County of _____, and State of Ohio.

Printed name of Notary

(Seal)

Signature of Notary

Date notary commission expires

COMMANDER RECOMMENDATION AND INTENT TO EMPLOY

As a currently-certified Commander for this OPOTC program, and with knowledge of the Ohio Revised Code and Ohio Administrative Code laws and regulations regarding this program, I have reviewed the above application, including all attachments.

(initial)

Within the next twelve (12) months, I intend to employ this applicant as an instructor in an OPOTC-approved academy that I will command.

(initial)

Attesting to the above, I recommend this application be accepted and the applicant certified.

School Commander's Name (Typed) OPOTC BTC # School Commander's Signature Date

School Name School Mailing Address

(____) (____)
Daytime Phone Fax E-Mail

Certificate will be emailed to Instructor. Check if certificate is also to be emailed to Commander.



Peace Officer Basic Training Curriculum Effective 1/1/2017

1. Administration

1. Introduction to Basic Training (Commander Only)
2. Introduction to Policing
3. Fundamentals of the Criminal Justice System
4. Community Diversity & Procedural Justice*
5. Ethics & Professionalism**
7. Fundamentals of Report Writing**

2. Legal

1. Introduction to the Ohio Revised Code*
2. Ohio Revised Code*
3. Arrest, Search, & Seizure*
6. Civil Liability & Use of Force*
7. Testifying In Court*

3. Human Relations

1. Interacting with the Media
3. Domestic Violence*
4. Crisis Intervention**
5. Child Abuse & Neglect*
6. The Missing & Human Trafficking*
7. Juvenile Justice System
8. Responding to Victims' Needs & Rights**

4. Firearms

1. Revolver*
2. Shotgun*
3. Semi-Auto Pistol*

A SPECIAL SUBJECT
INSTRUCTOR CANNOT
REQUEST UNITS 4 OR 5

5. Driving*

6. Subject Control Techniques

1. Subject Control Techniques*
2. Impact Weapons*

7. First Aid/CPR/AED

1. First Aid/CPR/AED*
2. Critical Injury First Aid*

8. Patrol

1. Patrol Aspects & Overview
2. Companion Animal Encounters
4. Building Searches**
5. Stops & Approaches*
6. Vehicle Theft & Identification
7. Gang Awareness**
8. Law Enforcement Automated Data System (LEADS) **
9. Booking & Handling
10. Ohio Law Enforcement Gateway (OHLEG)

9. Civil Disorders**

10. Traffic

1. Introduction to Traffic**
2. Motor Vehicle Offenses**
4. Traffic Crash Investigation**
5. Uniform Traffic Ticket
6. NHTSA Speed Measuring Device*
7. Traffic Direction & Control**
8. NHTSA Standardized Field Sobriety Testing*

11. Investigation

1. Crime Scene**
2. Electronic Evidence**
4. Police Photography**
5. Tracing Stolen Property
7. Drug Awareness**
11. Lineups
12. Gambling
14. Surveillance
15. Interview & Interrogation**

12. Physical Conditioning

1. Physical Fitness & Conditioning**
2. Critical Incident Stress Awareness**

13. Homeland Security

1. HazMat and WMD Awareness for the First Responder**
2. Bombs and Explosives**
3. Terrorism Awareness**
4. Incident Command System (ICS)**
5. National Incident Management System (NIMS)**

*** Denotes Instructor Course Is Required For Certification.**

**** Denotes Advanced Training Course In Subject Matter Is Required For Certification.**

NOTE: Refer to "Guidelines for Basic Peace Officer Instructor Certification" for minimum criteria to teach an individual topic.