Ohio | Department of Rehabilitation & Correction

CORRECTIONS TRAINING ACADEMY

In-Service Training Catalogue

Gary C. Mohr, Director
Department of Rehabilitation and Correction

Ed Banks
Managing Director
of Organizational Development

Ernie Moore
Superintendent
Corrections Training Academy

August 2016 Edition

614-877-4345 **www.drc.ohio.gov**

Table of Contents

Chapter ***Page***

Training Procedures 5

Monthly Training Calendars 12

Leadership Track 16

Unit Management Track 19

Physical Skills Track 23

Instructor Track 31

Individual Development Track 46

Medical Track 59

Mental Health Track 65

Special Operations Track 73

Index of Courses 78

Corrections Training Academy Administrative Staff

Ernie Moore
Superintendent

Scott Clayton
Assistant Superintendent

Scott Flowers
Field Support

Steve Hooper
New Employee Orientation (NEO)

Beth Kreger
Organizational Development
E-Learning & Instructor Certifications

Corrections Training Academy (CTA)

11781 State Route 762
P.O. Box 207
Orient, Ohio 43146
Telephone: (614) 877-4345

Corrections Training Academy

From Interstate 71 take the Orient/Harrisburg exit. Go east (left turn onto Rt. 62) About 300 yards turn left onto Stahl Road (this is tricky, as it appears to go straight where Rt. 62 goes to the right). This takes you through the town of Orient. Follow Stahl Road to the first stop sign - turn left. This street dead-ends into State Route 762 (the Orient Correctional Complex can be seen straight ahead). Take a left onto Route 762, then an immediate right onto the Orient Correctional Complex. At the first stop sign, turn left. You will go up a hill, past a water tower on the left. At the next Stop sign, continue straight and down a hill (past the 2nd water tower on the right) Down the hill, on the right, turn into the parking lot. You have arrived at the main AT Building.

Training and Education Center (TEC)

1580 State Route 56 SW
London, Ohio 43140
(In front of London Correctional Institution)
Telephone: (740) 845-3128

Training and Education Center (TEC)

From Columbus' West side, take I-70 W towards Indianapolis. Take the OH-56 exit, exit 72, towards London. Turn left onto OH-56. Go about 2.3 miles towards London. The driveway to the institution will be on the right hand side. They share a driveway with BCI and OPOTA. The institution sits back about ½ mile. As you approach the front entrance to the institution, TEC is located on the left hand side in a separate building outside the main institution. There is a parking lot in front of the TEC building.

Application Procedures

All DRC employees must register using ELM. All Non-DRC employees can obtain registration instructions by contacting the Program Manager listed for the specific course.

Course Start Times and Location:

Unless noted, all courses begin at 8:00 A.M. and end at 4:30 P.M. Course locations are listed in the course description.

Regional Courses

DRC staff attending regional courses that require travel or overnight accommodations must follow OBM travel guidelines. Non-State of Ohio Agencies are required to arrange for their own travel and accommodations. Meals are not provided for regional courses.

Dress Code

The dress code for the Department of Rehabilitation and Correction (Policy # 31-SEM-06) is to be followed while at Academy sponsored training. Dress is business casual for Inservice classes that are not physical skills. For physical skill classes, decent jeans and appropriate shirts are acceptable. Shorts are permitted in the gym, but long pants must be worn outside the gym. Physical skills includes Unarmed Self-Defense, Firearms, Chemical Munitions, CPR, Transportation, PR-24 and all related courses such as Response to Sexual Violence/Rape Prevention, Weapons Retention, Officer Down/Ground Confrontation Tactics, etc. during which a student may be required to be on the floor or do exercises that would require different attire.

Overnight Accommodations and Check-in

The Corrections Training Academy has on-sight accommodations available for its registered students that meet OBM travel guidelines. Students must bring all towels, wash cloths, toiletries, soap, etc. Sheets and blankets are provided. Check-in is done through the CTA Sergeant or Correction Officer, located in Room 26, in the Main AT (Wilkinson) Building. All personal property must be removed from the room and room keys returned by 8:00 am on the day the student checks out.

Check-in times are as follows:

Check In Hours are:
7:20am - 7:50am each day
4:30pm - 5:00pm each day

Special Times:
Sundays 5:00pm - 8:00pm
Monday - Thursday 8:00pm - 9:30pm

For all other times during non-business hours, please call Pickaway Correctional Institution at 614-877-4362 Extension “0”

NOTE: All DRC facilities, including the Corrections Training Academy, are tobacco free. Tobacco of any type is prohibited on facility grounds.

Course Prerequisites

All persons applying to attend Corrections Training Academy courses must meet all course prerequisites. Please review prerequisites to ensure compliance prior to registering for any class. A person will be sent back to their work site if they arrive without documentation that shows they have met the prerequisites of a course.

Instructional Skills

Completion of the 40 or 32 Hour Instructional Skills course is required for Instructor courses. If a person takes an instructor course prior to obtaining the 40 Hour Instructional Skills course, their certificate for the Instructor course will be held for up to 1 year until the 40 or 32 Hour Instructional Skills course has been successfully completed. After 1 year, the person will need to re-take the Instructor course.

Additional Courses

Additional courses of instruction may become available throughout the year.

Course Costs and Billing : Non-State of Ohio Agencies

The basic cost for courses conducted at the Corrections Training Academy is $40.00 per day and this cost includes onsite meals. Lodging is available for an additional $15.00 per night and rooms are multiple occupancy. The basic cost for courses conducted at regional locations is $25.00 per day. Your agency will be invoiced after completion of the course.

The total fee for some courses may be higher due to the cost of course materials. All course fees are listed in the specific course description.

Continuing Education Information

Certain Mental Health and Medical Health care courses have been designated as eligible for Professional Continuing Education Units and have been noted on the specific course description. Only courses identified as offering CEUs are eligible.

The Ohio Department of Rehabilitation and Correction (ODRC) has been approved as a provider of Mandatory Continuing Education (MCE) units by the Ohio Psychological Association. The approval # is 00-PO-17281682.

The Ohio Department of Rehabilitation and Correction (ODRC) is approved to provide CPEs from the Counselor, Social Worker, Marriage and Family Therapist Board per approval # RSC070703 for Social Workers and Counselors.

The Ohio Department of Rehabilitation and Correction (ODRC) is a provider of CE contact hours for RN/LPNs through the Ohio Department of Mental Health, an approver of the Ohio Board of Nursing, per OBN00392 (98-03)

The Ohio Department of Rehabilitation and Correction (ODRC) has been approved as a provider for continuing education programs through the Ohio Department of Alcohol and Drug Addiction Services, per 04-0810-51PVN.

Changing Offender Behavior

Over the past 30 years, considerable research has been developed regarding the prospects for changing criminal behavior. This research has morphed from what was referred to in the 1980s-1990s as "What Works" in corrections to what is now known as Evidence-Based Practice (EBP). Though there are a variety of outcomes that EBP may achieve, much of the research associated with this long-term evolution has centered on the reduction of offender recidivism. This particular metric has been elevated in importance within ODRC given the recently adopted mission of "reducing recidivism in the lives of those we touch."

For the purpose of training staff, an acceptable curriculum directed at "Changing Offender Behavior" may be defined as one that focuses on effecting sustained behavioral change and the reduction of future recidivism by drawing on EBP-grounded strategies and tools.

EBP Strategies and Tools

Within an EBP framework, one or more key strategies and tools must be incorporated in the training curriculum for it to be recognized as a COB course. The curriculum must:

(1) Rely on validated risk and needs assessment tools to identify offenders' risk to reoffend and criminogenic needs.

(2) Direct programming and interventions to medium and higher risk offenders targeting their dynamic criminogenic needs (e.g., substance abuse, impulsive behavior, criminal peers, criminal thinking). Monitor low risk offenders with a "light touch."

(3) Develop more or less intensive individualized case planning for offenders based on the principles of risk management established in (1) – (2).

(4) Ensure that the programs or treatment interventions are grounded in the principle of responsivity relative to different learning styles, cultural/gender differences, and literacy levels.

(5) Encourage the recognition and correction of thinking errors, and provide opportunities to practice and role play newly-learned behaviors.

(6) Use a higher ratio of incentives to sanctions in promoting behavioral change though responses to non-compliance or misconduct should be met with swiftness, certainty and proportionality.

(7) Deliver services in natural environments (in the community), where possible, with a focus on the final outcome of recidivism reduction.

Source: Dr. Ed Latessa/University of Cincinnati & Mark Carey/The Carey Guides

Changing Offender Behavior Approved Courses

- ORAS (2 day or end user)
- ORAS Instructor
- ORAS Community Tools
- ORAS Community Tools Instructor
- ORAS Community Tools Instructor Trainer
- ORA Prison Tools
- ORAS Prison Tools Instructor
- ORA Prison Tools Instructor Trainer
- ORAS Instructor Update
- ORAS Booster Session
- ORAS Coaching Re-test Session

- ORAS Case Management
- ORAS Case Management Instructor
- ORAS Reentry Tool
- Mark Carey EBP Toolkit
- What Everyone Should Know About Trauma Informed Care
- Intro to Brief Psychotherapy
- Thinking for a Change
- Thinking for a Change Facilitator
- Facilitating Effective Programs
- Facilitating Effective Programs Facilitator
- Motivational interviewing
- Motivational interviewing Instructor

Supervisory Developmental Competencies

Supervisory development is a proactive and planned effort. Bargaining unit staff who are considering furthering their career in corrections or simply enhancing their skills, have an array of supervisory preparedness courses available to them within the ODRC. Supervisory skills encompass an array of competencies such as: project management, communication, decision making, problem solving, planning, delegation and meeting management, organizing teams, noticing the need for and designing new job roles in the group, developing staff, employee performance management and ensuring conformance to personnel policies and other internal regulations. A critical skill for anyone is the ability to manage their own learning. The highly motivated, self-directed employee can gain a great deal of learning and results from attending the SDC approved courses. Look for the SDC stamp which indicates courses that contain content specific to enhancing supervisory developmental competencies.

Supervisory Developmental Competencies Approved Courses

- Appropriate Communication
- Art of De-escalation
- Career Development
- Emotional Intelligence
- Excel (Microsoft Office)
- Extrordinary Leadership
- Instructional Skills

- Outlook (Microsoft Office)
- Overview of Business: Business Matters
- Peer Today Boss Tomorrow
- Project Management
- Whale Done!
- Word (Microsoft Office)
- Would I follow me?

REGINALD A. WILKINSON CORRECTIONS TRAINING ACADEMY
OHIO DEPARTMENT OF REHABILITATION AND CORRECTION
RULES AND REGULATIONS

The following rules apply to all students, staff and visitors participating in CTA Training or Agency Sponsored Events.

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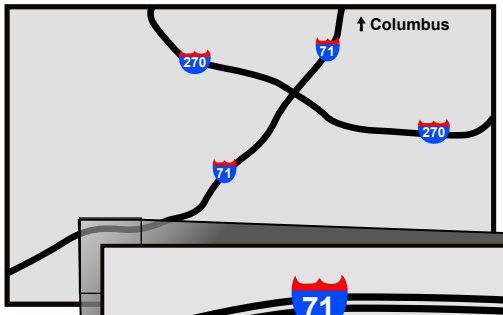
1. Your state or agency identification badge must be worn while on state property and if walking on the Orient Correctional Complex grounds during or after class hours.
2. CTA student ID badges shall be worn during classroom hours.
3. Appropriate attire is required in accordance with the DRC Employee Grooming Policy 31-SEM-06. Shorts are prohibited. Additionally during physical skills instruction, the wearing of shorts is prohibited outside of the gym.
4. Mobile phones, pagers and all other electronic devices will be silenced during class.
5. Tardiness will not be tolerated.
6. Smoking and smokeless tobacco are prohibited on state property.
7. Parking in reserved, state vehicle, authorized staff spaces and no parking zones is prohibited.
8. Your CTA parking permit must be visible from inside your vehicle. (long term, more than 1 day)
9. In the event of a security related incident, cooperation with DRC investigative personnel or law enforcement officer is required.
10. CTA participants are prohibited from conversing with inmates within perimeter fences of neighboring correctional institutions and from photographing any features of these institutions inclusive of CTA or its firing range **and** any building of the Orient Correctional Complex.
11. Per DRC policy 310-SEC-09 & 37, all keys will be secured in a responsible manner. Loss of keys (personal or state issue) must be reported immediately to a CTA staff member.
12. All personal property, if not on your person, (cellular phones, purses, prescription medication, keys) must be secured during class either in your dorm room or the trunk of your locked vehicle.
13. Per DRC policy 310-SEC-04, employee personal weapons are prohibited on State property.
14. Acts or threats of violence (explicit or implied) will not be tolerated.
15. Possession of illegal or intoxicating substances and or being under the influence is prohibited.
16. All personal property and dorm rooms are subject to search at any time.
17. Students are not permitted in dorms between the hours of 8:00am and 4:00pm.
18. Dormitory quiet hours begin at 10:00pm and end at 6:30am.
19. Inappropriate conduct between students while on state property will not be tolerated.
20. Females are not permitted in Male Dorm Rooms and Males are not permitted in Female Dorm Rooms. You are required to be properly clothed at all times when in your dorm. Males and females may share the fitness room in the gymnasium and be properly attired at all times.
21. Bio-hazard Sharps disposal is the responsibility of the student and a container is located in the Sergeants office.
22. Before 8:00am on the day of departure, dorm keys are to be returned to the Sergeant's office and bed linens are to be left on the bed.
23. Recyclable items should be placed in the recycling containers located in the hallways and rooms of all buildings. (Cans, plastic bottles, paper). Food items are to be placed in trash cans.
24. CTA participants are expected to follow the aforementioned rules and the DRC Standards of Employee Conduct. Violations of any rules could result in discipline.

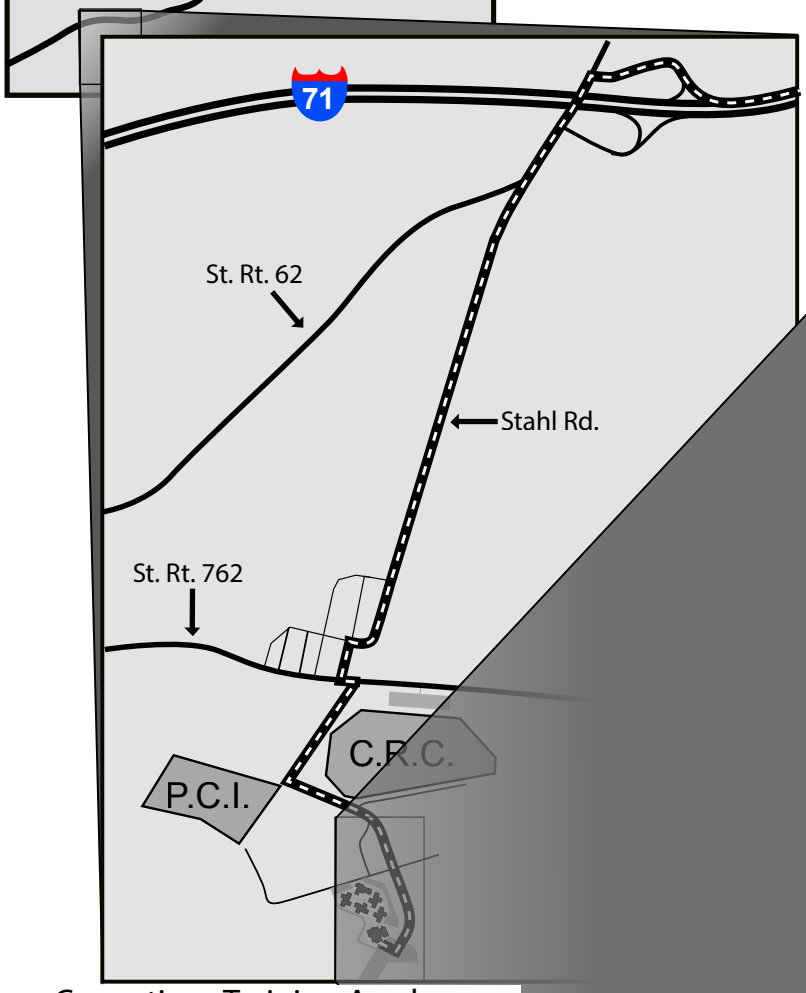
DRC1828 (08/12)

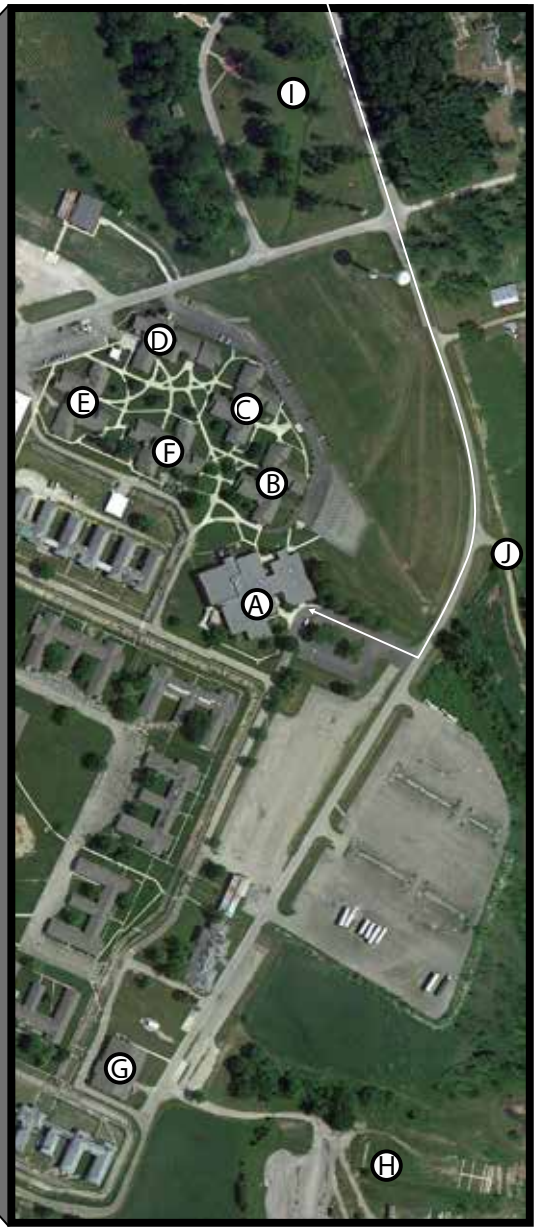
Directions - Corrections Training Academy



11781 St. Rt. 762
P.O. Box 207
Orient, OH 43146
Phone: (614)8774345
Fax: (614) 877-0077
or (614) 877-0883

From Columbus take 71 South to the Orient/Harrisburg exit. Go east (turn left) onto State Route 62. Take the Fork Left onto Stahl Rd. Follow Stahl Rd. to the first four way stop, Turn Left. This street dead ends into State Route 762 (PCI and CRC can be seen). Turn Left onto Route 762, then an immediate right onto state grounds. Turn left at the stop sign. Follow this road until you arrive at the Corrections Training Academy.





Corrections Training Academy

- (A) Administration & Training Center (AT Building)
- (B) Oakwood Building
- (C) Pinewood Building - DYS Training Academy
- (D) Parkview Building
- (E) Beechwood Building
- (F) Briarwood Building
- (G) Corrections Training & Assesment Center(CTAC)
- (H) Firing Range
- (I) Employee Recognition Park
- (J) Tactical Firing Range

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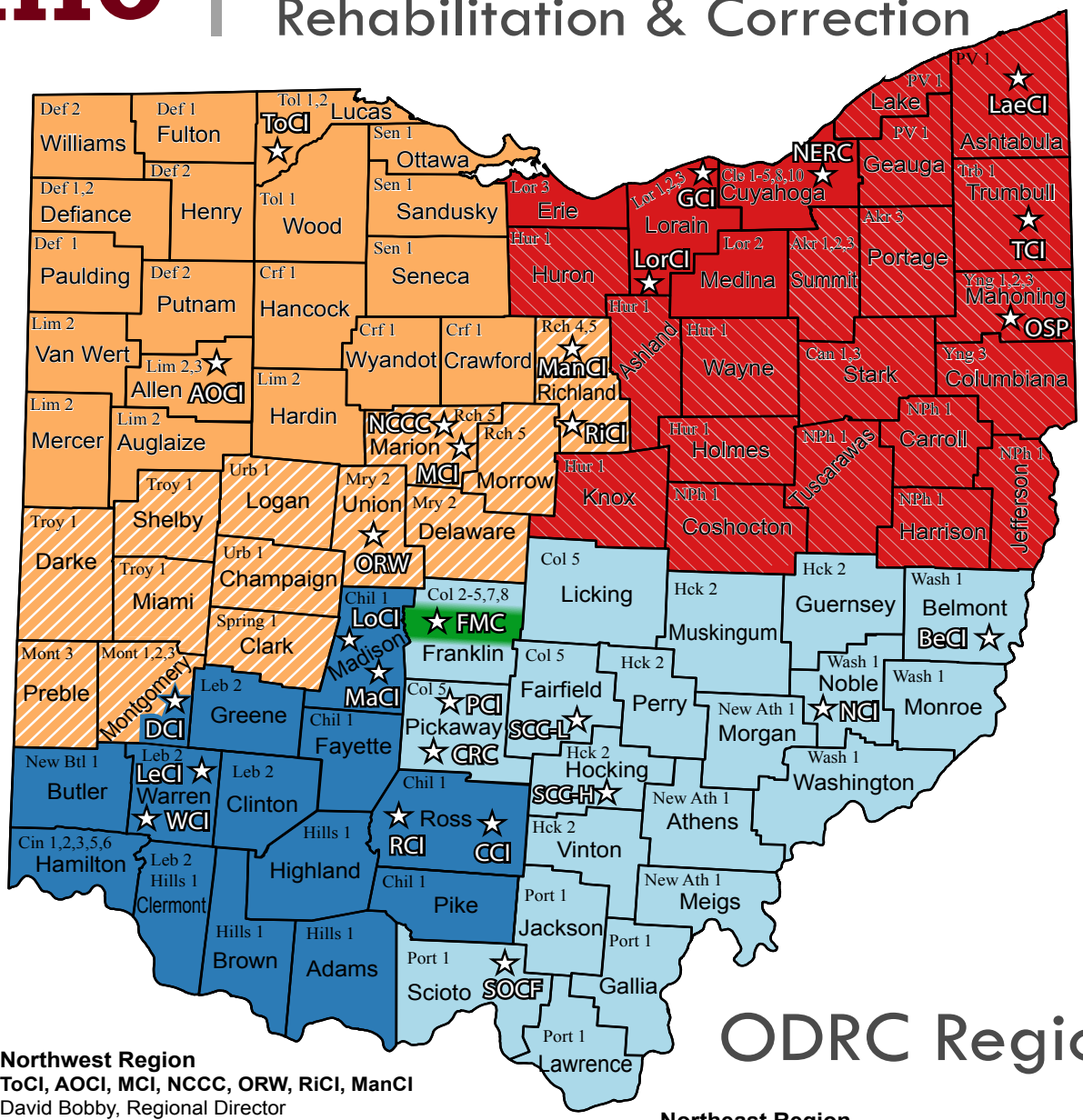

ODRC Regions

Northwest Region
ToCI, AOCI, MCI, NCCC, ORW, RiCI, ManCI
David Bobby, Regional Director
Dave Marquis, Operations Manager
Gwen Woods, Reentry Administrator
Sheila Goodwin, Bureau of Personnel
Casey Moore, APA Regional Administrator
Thomas J. King, Victim Advocate

Tina Patrick, APA Regional Administrator

Southwest Region
RCI, CCI, MaCI, LoCI, WCI, LeCI, DCI
Robin Knab, Regional Director
Gary Clever, Operations Manager
VACANT, Reentry Administrator
Shelly Henness, Bureau of Personnel
Tyrone Williams, APA Regional Administrator
Lori King, Victim Advocate

FMC
Stu Hudson, Chief of Correctional Healthcare

Northeast Region
LaECI, OSP, TCI, NERC, GCI, LorCI
Todd Ishee, Regional Director
Bennie Kelly, Operations Manager
Brian Byorth, Reentry Administrator
Katrett Huckleby, Bureau of Personnel
Steve Vukmer, APA Regional Administrator
Kristen Arapp, Victim Advocate

Michael Beebe, APA Regional Administrator

Southeast Region
BeCI, NCI, SCC-L, SCC-H, PCI, CRC, SOCF
Rob Jeffreys, Regional Director
Tim McConahey, Operations Manager
Jay Forshey, Reentry Administrator
Angela Shull, Bureau of Personnel
Joe Schwarm, APA Regional Administrator
Jennifer Conkle, Victim Advocate

Regions (5/27/2016)

August 2016

Activity Code	Catalog Item	Start Date	End Date	Start Time
DRC-TR-101DRC00604720160801132	DRC - Transportation 40 Hour Basic	8/1/2016	8/5/2016	8:00 AM
DRC-LD-154DRC00605720160801553	DRC - New Exempt Training	8/1/2016	8/10/2016	8:00 AM
DRC-US-111DRC05105820160801771	DRC - Defense Against Edged and Blunt Weapons	8/1/2016	8/2/2016	8:00 AM
DRC-IN-235DRC14634820160802982	DRC - ORAS END USER TRAINING	8/2/2016	8/3/2016	8:30 AM
DRC-CM-101DRC00604620160804913	DRC - OC Instructor	8/4/2016	8/4/2016	8:00 AM
DRC-CM-102DRC00604620160805914	DRC - OC Instructor Recert	8/5/2016	8/5/2016	8:00 AM
DRC-FA-101DRC00604620160805546	DRC - Firearms Instructor	8/5/2016	8/19/2016	8:00 AM
DRC-IN-235DRC00604720160815475	DRC - ORAS END USER TRAINING	8/15/2016	8/16/2016	8:00 AM
DRC-MH-108DRC00604620160816409	DRC - Mental Health - 2 Day Training	8/16/2016	8/17/2016	8:00 AM
DRC-AA-142DRC00605520160816944	DRC - Word 2013	8/16/2016	8/16/2016	8:00 AM
DRC-IS-144DRC00604620160818139	DRC - ServSafe Food Protection Manager Training	8/18/2016	8/25/2016	8:00 AM
DRC-CR-107DRC00605520160818948	DRC - DOTS Portal	8/18/2016	8/18/2016	8:00 AM
DRC-AA-143DRC00605520160823931	DRC - Excel 2013	8/23/2016	8/23/2016	8:00 AM
DRC-IN-216DRC00604720160823477	DRC - ORAS Coaching Re-test Session	8/23/2016	8/23/2016	8:00 AM
DRC-LD-103DRC00605720160823921	DRC - Correctional Management	8/23/2016	10/6/2016	8:00 AM
DRC-AA-144DRC00605520160825935	DRC - Outlook 2013	8/25/2016	8/25/2016	8:00 AM
DRC-LD-153DRC00604520160830795	DRC - Career Development	8/30/2016	9/1/2016	8:00 AM
DRC-AA-145DRC00605520160830939	DRC - PowerPoint 2013	8/30/2016	8/30/2016	8:00 AM

September 2016

Activity Code	Catalog Item	Start Date	End Date	Start Time
DRC-IN-151DRC00691220160908918	DRC - Security Threat Groups - Advanced	9/8/2016	9/9/2016	8:00 AM
DRC-IN-264DRC00620620160912827	DRC - Defensive Tactics/Subject Control Advanced Course	9/12/2016	9/30/2016	8:00 AM
DRC-IN-216DRC00604720160912478	DRC - ORAS Coaching Re-test Session	9/12/2016	9/12/2016	8:00 AM
DRC-LD-104DRC00605720160912081	DRC - Executive Leadership	9/12/2016	9/16/2016	8:00 AM
DRC-MH-108DRC00604620160914411	DRC - Mental Health - 2 Day Training	9/14/2016	9/15/2016	8:00 AM
DRC-IN-235DRC00604620160919877	DRC - ORAS END USER TRAINING	9/19/2016	9/20/2016	8:30 AM
DRC-TR-101DRC00604720160926134	DRC - Transportation 40 Hour Basic	9/26/2016	9/30/2016	8:00 AM
DRC-IN-216DRC07718920160929920	DRC - ORAS Coaching Re-test Session	9/29/2016	9/29/2016	8:30 AM
DRC-IN-216DRC00604720160930881	DRC - ORAS Coaching Re-test Session	9/30/2016	9/30/2016	8:30 AM

October 2016

Activity Code	Catalog Item	Start Date	End Date	Start Time
DRC-CP-101DRC00605020161003092	DRC - CPR/First Aid Instructor	10/3/2016	10/7/2016	8:00 AM
DRC-MH-108DRC00604620161003412	DRC - Mental Health - 2 Day Training	10/3/2016	10/4/2016	8:00 AM
DRC-IN-235DRC00604720161003878	DRC - ORAS END USER TRAINING	10/3/2016	10/4/2016	8:30 AM
DRC-TR-103DRC00604620161006927	DRC - Pepperball Instructor/Armorer	10/6/2016	10/6/2016	8:00 AM
DRC-IN-268DRC00605520161006465	DRC - Overview of Business: Business matters	10/6/2016	10/6/2016	8:00 AM
DRC-SS-340DRC00604620161007931	DRC - Pepperball Instructor/Armorer Recertification	10/7/2016	10/7/2016	8:00 AM
DRC-IN-263DRC00620620161017760	DRC - Defensive Tactics/Subject Control Instructor Course	10/17/2016	11/4/2016	8:00 AM

October 2016

Activity Code	Catalog Item	Start Date	End Date	Start Time
DRC-IN-235DRC00604720161017476	DRC - ORAS END USER TRAINING	10/17/2016	10/18/2016	8:00 AM
DRC-LD-154DRC00605720161017456	DRC - New Exempt Training	10/17/2016	10/26/2016	8:00 AM
DRC-IN-216DRC07718920161020921	DRC - ORAS Coaching Re-test Session	10/20/2016	10/20/2016	8:30 AM
DRC-IN-223DRC00620620161024525	DRC - PR - 24/MEB Instructor	10/24/2016	10/27/2016	8:00 AM
DRC-TR-102DRC00605420161024117	DRC - Transportation Instructor	10/24/2016	10/26/2016	8:00 AM
DRC-LD-104DRC00605720161031082	DRC - Executive Leadership	10/31/2016	11/4/2016	8:00 AM

November 2016

Activity Code	Catalog Item	Start Date	End Date	Start Time
DRC-AA-142DRC00605520161101945	DRC - Word 2013	11/1/2016	11/1/2016	8:00 AM
DRC-MH-108DRC00604620161102413	DRC - Mental Health - 2 Day Training	11/2/2016	11/3/2016	8:00 AM
DRC-IN-252DRC00604720161102362	DRC - Curriculum Development	11/2/2016	11/4/2016	8:00 AM
DRC-CM-101DRC00604620161103915	DRC - OC Instructor	11/3/2016	11/3/2016	8:00 AM
DRC-IN-235DRC00604620161107879	DRC - ORAS END USER TRAINING	11/7/2016	11/8/2016	8:30 AM
DRC-AA-143DRC00605520161108932	DRC - Excel 2013	11/8/2016	11/8/2016	8:00 AM
DRC-AA-145DRC00605520161110940	DRC - PowerPoint 2013	11/10/2016	11/10/2016	8:00 AM
DRC-TR-101DRC00604720161114135	DRC - Transportation 40 Hour Basic	11/14/2016	11/18/2016	8:00 AM
DRC-IN-253DRC00604620161114529	DRC - Instructional Development Instructor	11/14/2016	11/18/2016	8:00 AM
DRC-LD-153DRC00604520161115925	DRC - Career Development	11/15/2016	11/17/2016	8:00 AM
DRC-AA-144DRC00605520161115936	DRC - Outlook 2013	11/15/2016	11/15/2016	8:00 AM
DRC-CR-107DRC00605520161117949	DRC - DOTS Portal	11/17/2016	11/17/2016	8:00 AM
DRC-IN-216DRC00604720161118882	DRC - ORAS Coaching Re-test Session	11/18/2016	11/18/2016	8:30 AM
DRC-US-111DRC07317420161121762	DRC - Defense Against Edged and Blunt Weapons	11/21/2016	11/22/2016	8:00 AM
DRC-US-112DRC07317420161123764	DRC - Defense Against Multiple Attackers	11/23/2016	11/23/2016	8:00 AM
DRC-IN-259DRC07317420161128874	DRC - Defense Against Ground Attacks	11/28/2016	11/29/2016	8:00 AM

December 2016

Activity Code	Catalog Item	Start Date	End Date	Start Time
DRC-IN-235DRC00604620161201880	DRC - ORAS END USER TRAINING	12/1/2016	12/2/2016	8:30 AM
DRC-CP-101DRC00605020161205093	DRC - CPR/First Aid Instructor	12/5/2016	12/9/2016	8:00 AM
DRC-MH-108DRC00604620161206414	DRC - Mental Health - 2 Day Training	12/6/2016	12/7/2016	8:00 AM
DRC-LD-103DRC00605720161206923	DRC - Correctional Management	12/6/2016	1/19/2017	8:00 AM
DRC-IN-151DRC00604720161215187	DRC - Security Threat Groups - Advanced	12/15/2016	12/16/2016	8:00 AM
DRC-IN-216DRC07718920161215922	DRC - ORAS Coaching Re-test Session	12/15/2016	12/15/2016	8:30 AM
DRC-IN-287DRC00604820161223769	DRC - DT/SC Skill Builder Workshop	12/23/2016	12/23/2016	8:00 AM

January 2017

Activity Code	Catalog Item	Start Date	End Date	Start Time
DRC-MH-108DRC00604620170118415	DRC - Mental Health - 2 Day Training	1/18/2017	1/19/2017	8:00 AM
DRC-IN-223DRC00620620170123526	DRC - PR - 24/MEB Instructor	1/23/2017	1/26/2017	8:00 AM
DRC-LD-154DRC00605720170123459	DRC - New Exempt Training	1/23/2017	2/1/2017	8:00 AM

February 2017

Activity Code	Catalog Item	Start Date	End Date	Start Time
DRC-CM-101DRC00604620170202897	DRC - OC Instructor	2/2/2017	2/2/2017	8:00 AM
DRC-CM-102DRC00604620170203907	DRC - OC Instructor Recert	2/3/2017	2/3/2017	8:00 AM
DRC-IN-287DRC00604820170217770	DRC - DT/SC Skill Builder Workshop	2/17/2017	2/17/2017	8:00 AM

March 2017

Activity Code	Catalog Item	Start Date	End Date	Start Time
DRC-CP-101DRC00605020170306094	DRC - CPR/First Aid Instructor	3/6/2017	3/10/2017	8:00 AM
DRC-TR-101DRC00604720170306136	DRC - Transportation 40 Hour Basic	3/6/2017	3/10/2017	8:00 AM
DRC-LD-153DRC00604520170307926	DRC - Career Development	3/7/2017	3/9/2017	8:00 AM
DRC-AA-142DRC00605520170307946	DRC - Word 2013	3/7/2017	3/7/2017	8:00 AM
DRC-MH-109DRC00604720170307143	DRC - Offenders with a Traumatic Brain Injury	3/7/2017	3/7/2017	8:00 AM
DRC-IN-264DRC00620620170313758	DRC - Defensive Tactics/Subject Control Advanced Course	3/13/2017	3/31/2017	8:00 AM
DRC-AA-143DRC00605520170314933	DRC - Excel 2013	3/14/2017	3/14/2017	8:00 AM
DRC-AA-145DRC00605520170316942	DRC - PowerPoint 2013	3/16/2017	3/16/2017	8:00 AM
DRC-IN-151DRC00604720170316189	DRC - Security Threat Groups - Advanced	3/16/2017	3/17/2017	8:00 AM
DRC-IN-253DRC00604620170320532	DRC - Instructional Development Instructor	3/20/2017	3/24/2017	8:00 AM
DRC-AA-144DRC00605520170321937	DRC - Outlook 2013	3/21/2017	3/21/2017	8:00 AM
DRC-CR-107DRC00605520170328962	DRC - DOTS Portal	3/28/2017	3/28/2017	8:00 AM
DRC-TR-103DRC00604620170329922	DRC - Pepperball Instructor/Armorer	3/29/2017	3/29/2017	8:00 AM
DRC-SS-340DRC00604620170330939	DRC - Pepperball Instructor/Armorer Recertification	3/30/2017	3/30/2017	8:00 AM
DRC-MH-108DRC00604620170330416	DRC - Mental Health - 2 Day Training	3/30/2017	3/31/2017	8:00 AM

April 2017

Activity Code	Catalog Item	Start Date	End Date	Start Time
DRC-IN-263DRC00620620170410761	DRC - Defensive Tactics/Subject Control Instructor Course	4/10/2017	4/28/2017	8:00 AM
DRC-IN-223DRC00620620170410527	DRC - PR - 24/MEB Instructor	4/10/2017	4/13/2017	8:00 AM
DRC-LD-103DRC00605720170411924	DRC - Correctional Management	4/11/2017	5/18/2017	8:00 AM
DRC-MH-108DRC00604620170419418	DRC - Mental Health - 2 Day Training	4/19/2017	4/20/2017	8:00 AM

May 2017

Activity Code	Catalog Item	Start Date	End Date	Start Time
DRC-AA-142DRC00605520170502947	DRC - Word 2013	5/2/2017	5/2/2017	8:00 AM
DRC-CM-101DRC00604620170504940	DRC - OC Instructor	5/4/2017	5/4/2017	8:00 AM
DRC-CM-102DRC00604620170505941	DRC - OC Instructor Recert	5/5/2017	5/5/2017	8:00 AM
DRC-US-111DRC07317420170508763	DRC - Defense Against Edged and Blunt Weapons	5/8/2017	5/9/2017	8:00 AM
DRC-MH-108DRC00604620170509419	DRC - Mental Health - 2 Day Training	5/9/2017	5/10/2017	8:00 AM
DRC-AA-143DRC00605520170509934	DRC - Excel 2013	5/9/2017	5/9/2017	8:00 AM
DRC-US-112DRC07317420170510765	DRC - Defense Against Multiple Attackers	5/10/2017	5/10/2017	8:00 AM
DRC-IN-252DRC00604720170510366	DRC - Curriculum Development	5/10/2017	5/12/2017	8:00 AM
DRC-IN-259DRC07317420170511768	DRC - Defense Against Ground Attacks	5/11/2017	5/12/2017	8:00 AM

May 2017

Activity Code	Catalog Item	Start Date	End Date	Start Time
DRC-AA-145DRC00605520170516943	DRC - PowerPoint 2013	5/16/2017	5/16/2017	8:00 AM
DRC-CR-107DRC00605520170518963	DRC - DOTS Portal	5/18/2017	5/18/2017	8:00 AM
DRC-IN-253DRC00604620170522534	DRC - Instructional Development Instructor	5/22/2017	5/26/2017	8:00 AM
DRC-LD-153DRC00604520170523927	DRC - Career Development	5/23/2017	5/25/2017	8:00 AM
DRC-AA-144DRC00605520170523938	DRC - Outlook 2013	5/23/2017	5/23/2017	8:00 AM
DRC-MH-127DRC00605720170524145	DRC - Resolving Ethical Dilemmas: The Reasoning Process	5/24/2017	5/24/2017	8:00 AM

June 2017

Activity Code	Catalog Item	Start Date	End Date	Start Time
DRC-CP-101DRC00605020170605095	DRC - CPR/First Aid Instructor	6/5/2017	6/9/2017	8:00 AM
DRC-TR-101DRC00604720170605138	DRC - Transportation 40 Hour Basic	6/5/2017	6/9/2017	8:00 AM
DRC-MH-108DRC00604620170607421	DRC - Mental Health - 2 Day Training	6/7/2017	6/8/2017	8:00 AM
DRC-IN-151DRC00604720170615190	DRC - Security Threat Groups - Advanced	6/15/2017	6/16/2017	8:00 AM

July 2017

Activity Code	Catalog Item	Start Date	End Date	Start Time
DRC-TR-103DRC00604620170713944	DRC - Pepperball Instructor/Armorer	7/13/2017	7/13/2017	8:00 AM
DRC-SS-340DRC00604620170714945	DRC - Pepperball Instructor/Armorer Recertification	7/14/2017	7/14/2017	8:00 AM

August 2017

Activity Code	Catalog Item	Start Date	End Date	Start Time
DRC-CM-101DRC00604620170803946	DRC - OC Instructor	8/3/2017	8/3/2017	8:00 AM
DRC-CM-102DRC00604620170804948	DRC - OC Instructor Recert	8/4/2017	8/4/2017	8:00 AM

October 2017

Activity Code	Catalog Item	Start Date	End Date	Start Time
DRC-TR-103DRC00604620171005952	DRC - Pepperball Instructor/Armorer	10/5/2017	10/5/2017	8:00 AM
DRC-SS-340DRC00604620171006953	DRC - Pepperball Instructor/Armorer Recertification	10/6/2017	10/6/2017	8:00 AM

November 2017

Activity Code	Catalog Item	Start Date	End Date	Start Time
DRC-CM-101DRC00604620171102955	DRC - OC Instructor	11/2/2017	11/2/2017	8:00 AM
DRC-CM-102DRC00604620171103956	DRC - OC Instructor Recert	11/3/2017	11/3/2017	8:00 AM

Leadership Track

Career Development

Course Description:

This three (3) day course is designed to provide staff with the tools to enhance and pursue their career.

Key Topics:

- Communication skills
- Setting career objectives
- Learning Personality Styles
- Introduction to and transition to supervision
- Interview Skills

Prerequisites:

None

Non-State of Ohio Agency Costs:

This course is only open to DRC Employees.

Program Manager:

Scott Flowers

Who Should Attend

Bargaining Unit Staff wanting to identify strengths on which to build upon in an effort to enhance promotional opportunities.

Date(s), Location & Time:

8/30/2016 - 9/1/2016
11/15/2016 - 11/17/2016
3/7/2017 - 3/9/2017
5/23/2017 - 5/25/2017
8:00am - 4:30pm
Orient, OH - CTA

Northwest Regional Training
Northeast Regional Training
Southwest Regional Training
Southeast Regional Training

Return to Table of Contents

Leadership Track

New Exempt Training

Course Description:

This 64 Hour training (6 Days in classroom and 16 Hrs. of e-Learning) is designed to assist the newly appointed supervisor to transition from a line staff to a supervisor. This training is designed to be taken within the first 12 months of a person assuming their new position, though others are welcome to attend.

Key Topics:

- NIC Core Competencies to include:
  - o Ethics and Values
  - o Interpersonal Relationships
  - o Managing Conflict
  - o Problem Solving and Decision Making
- Transition to Supervision
- Principles of Management
- Labor Relations
- Investigations
- EEO, FMLA, FLSA
- Performance Evaluations
- ACA
- Coaching
- Goal Setting
- Media Relations

e-Learning Topics:

- ACA Overview
- Employee Assistance Program Overview
- Introduction to Collective Bargaining
- Just Cause In Employee Discipline
- What Every Manager Should Know-Barbara Warner Workplace Domestic Violence Training
- NIMS 100 - Introduction to Incident Command System
- NIMS 200 - ICS for Single Resources and Initial Action Incidents
- NIMS 700 - National Incident Managment System
- NIMS 800 - Nationa Response Framework an Introduction

Prerequisites:

Exempt Staff

Non-State of Ohio Agency Costs:

$150 for Regional Training
$240 for training held at CTA*

*(On site lodging available at $15 per night)

Program Manager:

Scott Clayton

Who Should Attend

Per DRC Policy 39-TRN-14, Employees who are promoted to exempt status from a bargaining unit position or hired into the agency as an exempt employee, shall successfully complete the New Exempt Employee training program within their probationary period or their first (12) months of assuming your position. Other Exempt staff are welcome to attend.

Date(s), Location & Time:

8/1/2016 - 8/10/2016
10/17/2016 - 10/26/2016
1/23/2017 - 2/1/2017
8:00am - 4:30pm
Orient, OH
CTA Parkview

Northwest Regional Training
Northeast Regional Training
Southwest Regional Training
Southeast Regional Training

Return to Table of Contents

Leadership Track

Correctional Management

Course Description:

This ten (10) day course (6 days in the classroom and 48 hours job shadowing/reflective jounaling) is designed to provide the supervisor (exempt only) with the tools necessary to suceed as a manager and supervisor.

Key Topics:

- NIC Core competencies to include:
  - o Ethics & Values
  - o Team Building
  - o Collaboration
  - o Developing Direct Reports
  - o Motivating Others
  - o Oral & Written Communications
  - o Strategic Thinking
  - o Strategic Planning
  - o Managing Change
  - o Program Planning & Performance Assessments
  - o Criminal Justice System
- Project preparation & management
- Meyers-Briggs personality typing
- Information on the Office of Administration
- Policy and procedure – development and revisions

Prerequisites:

- Be in an Exempt or Unclassified position
- Completed New Exempt Traning

Non-State of Ohio Agency Costs:

This course is only open to DRC Employees

Program Manager:

Scott Flowers

Who Should Attend

This course is also open to all Exempt or Unclassified position who have completed new exempt and not attended Executive Leadership.

Date(s), Location & Time:

8/23/2016 - 10/6/2016
12/6/2016 - 1/19/2017
4/11/2017 - 5/18/2017
8:00am - 4:30pm
Orient, OH - CTA

Northwest Regional Training
Northeast Regional Training
Southwest Regional Training
Southeast Regional Training

Return to Table of Contents

Unit Management Track

Thinking for a Change Facilitator

Course Description:

Thinking for a Change, developed by the National Institute of Corrections, is a cognitive behavioral intervention program that focuses on three key areas: cognitive self change, building social skills, and solving problems effectively. Participant

CEUs:

26.5 hours for continuing education (MCE), Social Workers & Counselors and ODADAS are available

Key Topics:

- Cognitive self change
- Building social skills
- Solving problems effectively
- Skills to effectively facilitate this program to offender groups

Prerequisites:

None

Non-State of Ohio Agency Costs:

$100 for Regional Training
$160 for training held at CTA*
*(On site lodging available at $15 per night)

Program Manager:

Steve Mannon

Who Should Attend

Case management team members that will facilitate this program for offender groups.

Date(s), Location & Time:

To Be Announced

Northwest Regional Training
Northeast Regional Training
Southwest Regional Training
Southeast Regional Training

Return to Table of Contents

Unit Management Track
Motivational Interviewing

Course Description:

The practice of motivational interviewing (MI) has gained ground in recent years as an effective best practice for the criminal justice field. It has long been utilized with success in the field of substance abuse. This course has been designed to meet the needs of case management team members in their interactions and interviews with offenders.

Key Topics:

- Focusing on understanding the dilemma
- Tips to be able to focus on the dilemma
- Don't be the one arguing for change
- Evoking the offender's own arguments for change
- Encouraging a realistic belief that change is possible

Prerequisites:

None

Non-State of Ohio Agency Costs:

$50 for Regional Training
$80 for training held at CTA*
*(On site lodging available at $15 per night)

Program Manager:

Steve Mannon

Who Should Attend

Unit staff and Case Management Team Members

Date(s), Location & Time:

To Be Announced

Northwest Regional Training
Northeast Regional Training
Southwest Regional Training
Southeast Regional Training

Return to Table of Contents

Unit Management Track

Ohio Risk Assessment System (ORAS) Coaching Re-test

Course Description:

The Ohio Risk Assessment System (ORAS), was developed by the University of Cincinnati as an universal risk based assessment system that would be used at various points in the criminal justice system. This four (4) hour class is designed to assist students who need a secondary testing session to establish proficiency in the various assessment tools.

Prerequisites:

None

Non-State of Ohio Agency Costs:

No Cost to attend Training
(Orient, OH-CTA onsite lodging available at $15 per night)

Program Manager:

Bill Chapman

Who Should Attend

Individuals who need to conduct/review/interpret the ORAS as function of their primary job responsibilities.

Dates, Location & Time:

9/29/2016
10/20/2016
12/15/2016
8:30am - 4:30pm
Hamilton, OH - Butler 1 Probation, 824 S. Martin Luther King Blvd.

8/23/2016
9/12/2016
9/30/2016
11/18/2016
8:00am - 4:30pm
Orient, OH - CTA

Northwest Regional Training
Northeast Regional Training
Southwest Regional Training
Southeast Regional Training

Return to Table of Contents

Unit Management Track

Ohio Risk Assessment System (ORAS) End User Training

Course Description:

The Ohio Risk Assessment System (ORAS), was developed by the University of Cincinnati as an universal risk based assessment system that would be used at various points in the criminal justice system. This two (2) day class is designed to teach students how to establish proficiency in the various assessment tools.

Prerequisites:

None

Non-State of Ohio Agency Costs:

No Cost to attend Training
(Orient, OH-CTA onsite lodging available at $15 per night)

Program Manager:

Bill Chapman

Who Should Attend

Individuals who need to conduct/review/interpret the ORAS as function of their primary job responsibilities.

Dates, Location & Time:

8/2/2016 - 8/3/2016
8:00am - 4:30pm
Franklin Furnace, OH - Star Community Justice Center

8/15/2016 - 8/16/2016
9/19/2016 - 9/20/2016
10/3/2016 - 10/4/2016
10/17/2016 - 10/18/2016
11/7/2016 - 11/8/2016
12/1/2016 - 12/2/2016
8:00am - 4:30pm
Orient, OH - CTA

Northwest Regional Training
Northeast Regional Training
Southwest Regional Training
Southeast Regional Training

Return to Table of Contents

Physical Skills Track
Transportation 40-Hour Basic

Course Description:

This five (5) day course is designed to provide information required for employees to perform the duties of a transportation officer.

Key Topics:

- Policies and protocols
- High risk transports
- Search and Restraints
- Weapons Qualification
- Weapons Retention
- Driving techniques

Prerequisites:

Transportation Officer or an officer who may do transports

Non-State of Ohio Agency Costs:

This course is only open to State of Ohio Employees

Program Manager:

Mark Ball

Who Should Attend

Staff assigned to transportation of inmates.

Date(s), Location & Time:

8/1/2016 - 8/5/2016
9/26/2016 - 9/30/2016
11/14/2016 - 11/18/2016
3/6/2017 - 3/10/2017
6/5/2017 - 6/9/2017
8:00am - 4:30pm
Orient, OH - CTA

Northwest Regional Training
Northeast Regional Training
Southwest Regional Training
Southeast Regional Training

Return to Table of Contents

Physical Skills Track

APA Firearms Skill Builder

Course Description:

This Skill building class will cover basic fundamentals of weapons handling and develop shooting skills using handling excercizes.

Key Topics:

- Safe handling of weapons
- Builing skills on shooting and handling the semi auto pistol

Prerequisites:

Must be currently weapons certified.

Non-State of Ohio Agency Costs:

This course is not open to anyone outside of DRC.

Program Manager:

Travis Johnson

Who Should Attend

Current firearms certified APA staff.

Date(s), Location & Time:

To Be Announced

Northwest Regional Training

Northeast Regional Training

Southwest Regional Training

Southeast Regional Training

Return to Table of Contents

Physical Skills Track

APA Firearms Range Safety Officer Course

Course Description:

This course will be for all APA Firearms Range Safety Officers to maintain there Safety Officer status as a Firearms Range Safety Officer

Key Topics:

- Range standard operating procedures
- Range Rules
- Firearm stoppages and malfunctions
- Emergency procedures

Prerequisites:

Current Range Safety Officers

Non-State of Ohio Agency Costs:

This course is not open to anyone outside of DRC.

Program Manager:

Travis Johnson

Who Should Attend

Staff who are currently serving as APA Range Safety Officers

Date(s), Location & Time:

To Be Announced

Northwest Regional Training

Northeast Regional Training

Southwest Regional Training

Southeast Regional Training

Return to Table of Contents

Physical Skills Track

DTSC Skill Builder Workshop

Course Description:

This 8 hour course will concentrate on providing skills deemed necessary to aid in the successful completion of the DTSC annual certification.

Key Topics:

The course will provide additional training and exercises in relation to the department's techniques being utilized.

Prerequisites:

None

Non-State of Ohio Agency Costs:

$25 for Regional Training
$40 for training held at CTA*
*(On site lodging available at $15 per night)

Program Manager:

Brian Needham

Who Should Attend

This course is intended for any in-service employee that is not yet a DTSC instructor.

Date(s), Location & Time:

12/23/2016
2/17/2017
Orient, OH - CTA
8:00 - 4:30

Northwest Regional Training
Northeast Regional Training
Southwest Regional Training
Southeast Regional Training

Return to Table of Contents

Physical Skills Track
Defense Against Multiple Attackers

Course Description:

This one (1) day course is designed for all staff working within an environment in which the threat of harm from third parties exists.

Key Topics:

- Awareness enhancement
- Self-Defense techniques
- Ground tactics
- Reading body language
- Dealing with more than one attacker

Prerequisites:

Completion of NEO Use of Force and Basic Unarmed Self-Defense

Non-State of Ohio Agency Costs:

$25 for Regional Training
$40 for training held at CTA*
*(On site lodging available at $15 per night)

Program Manager:

Brian Needham

Who Should Attend

Employees who may be involved in a multiple attack confrontation.

Date(s), Location & Time:

11/23/2016
5/10/2017
Orient, OH - CTA
8:00 - 4:30

Northwest Regional Training
Northeast Regional Training
Southwest Regional Training
Southeast Regional Training

Return to Table of Contents

Physical Skills Track

Defense Against Edged & Blunt Weapons

Course Description:

This two (2) day course is designed to increase the employee's awareness of and the ability to defend against edged weapons and to teach strategies and techniques.

Key Topics:

- Mental Preparation
- Stance and distancing
- Advanced techniques
- Stunning techniques
- Off-balancing strategy

Prerequisites:

Completion of NEO Use of Force and Basic Unarmed Self-Defense

Non-State of Ohio Agency Costs:

$50 for Regional Training
$80 for training held at CTA*
*(On site lodging available at $15 per night)

Program Manager:

Brian Needham

Who Should Attend

This course is open to anyone

Date(s), Location & Time:

8/1/2016 - 8/2/2016
Akron, OH - Oliver R. Ocasek Bldg.
8:00 - 4:30

11/21/2016 - 11/22/2016
5/8/2017 - 5/9/2017
Orient, OH - CTA
8:00 - 4:30

Northwest Regional Training
Northeast Regional Training
Southwest Regional Training
Southeast Regional Training

Return to Table of Contents

Physical Skills Track

Defense Tactics/Subject Control Advanced

Course Description:

Students will be trained in updated defensive and subject control tactics.

Key Topics:

- Basic and Advanced striking and subject control techniques
- Use of Force as it pertains to DT/SC
- Body Control Centers
- Triangulation

Prerequisites:

- 40 Hour Instructional Skills Course

NOTE:

The Defense Against Ground Attacks course is STRONGLY recommended PRIOR to enrollment in this course.

Non-State of Ohio Agency Costs:

This course is not open to anyone outside of DRC.

Program Manager:

Brian Needham

Who Should Attend

Individuals identified by their institution TAC to instruct Defensive Tactics/Subject Control Instructors

Date(s), Location & Time:

9/13/2016 - 9/30/2016
3/13/2017 - 3/31/2017
8:00am - 4:30pm
Orient, OH - CTA

Northwest Regional Training
Northeast Regional Training
Southwest Regional Training
Southeast Regional Training

Return to Table of Contents

Physical Skills Track
Defense Against Ground Attacks

Course Description:

This two (2) day program is set up to help DRC staff deal with "out of control" inmates in a close quarters area and confrontations that end up on the ground. This course will teach staff the appropriate stunning, ground control, and joint locking techniques needed to control this type of inmate using the minimal force necessary.

Key Topics:

- Stunning techniques
- Distancing and stance
- Joint locking techniques
- Off-balancing
- Ground confrontation techniques

NOTE:

This course is STRONGLY recommended for potential instructors PRIOR to enrollment in DTSC Advanced and/or Instructor.

Prerequisites:

Completion of NEO Use of Force and Basic Unarmed Self- Defense

Non-State of Ohio Agency Costs:

$50 for Regional Training
$80 for training held at CTA*
*(On site lodging available at $15 per night)

Program Manager:

Brian Needham

Who Should Attend

Staff interested in learning techniques for controlling ground confrontations.

Date(s), Location & Time:

11/24/2016 - 11/25/2016
5/11/2017 - 5/12/2017
Orient, OH - CTA
8:00 - 4:30

Northwest Regional Training
Northeast Regional Training
Southwest Regional Training
Southeast Regional Training

Return to Table of Contents

Instructor Track

Instructional Skills (40 Hour)

Course Description:

This five (5) day program is designed to allow students to develop their skills in the designing and delivery of training programs. It is focused on teaching new instructors how to deliver training (platform skills).

Key Topics:

- Writing instructional objectives
- Evaluations
- Instructional strategies
- Delivery skills and coaching
- Development of training aids
- Classroom management

Prerequisites:

None

Non-State of Ohio Agency Costs:

$125 for Regional Training
$200 for training held at CTA*
*(On site lodging available at $15 per night)

Program Manager:

J.D. McIntosh

Who Should Attend

Staff who have been designated as a special skills instructor or an In-service instructor.

Date(s), Location & Time:

To Be Announced

Northwest Regional Training
Northeast Regional Training
Southwest Regional Training
Southeast Regional Training

Return to Table of Contents

Instructor Track
Transportation Instructor

Course Description:

This three (3) day course is designed to develop new instructors and prepare them to teach the skills to emloyees that perform the duties of a transportation officer.

Key Topics:

- Policies and protocols
- High risk transports
- Search and Restraints
- Weapons Qualification
- Weapons Retention
- Driving techniques

Prerequisites:

- Completion of the 40 Hour Instructional Skills Course
- Firearms Instructor
- Completion of the Transportation Officer Basic Course

Non-State of Ohio Agency Costs:

This course is not open to anyone outside of DRC.

Program Manager:

Mark Ball

Who Should Attend

Those selected to instruct the Transportation Officer Basic Course at CTA.

Date(s), Location & Time:

10/24/2016 - 10/26/2016
Orient, OH - CTA
8:00am - 4:30pm

Northwest Regional Training
Northeast Regional Training
Southwest Regional Training
Southeast Regional Training

Return to Table of Contents

Instructor Track

Instructional Skills (8 Hour)

Course Description:

This one (1) day program is designed to allow students to develop their skills in the designing and delivery of training programs. It is focused on teaching new instructors how to deliver training (platform skills).

Students will be expected to give a short presentation as part of the course. Students will receive feedback form the Instructor and their peers.

Key Topics:

- Key Topics would include:
- Understanding Why We Train
- Role of the Instructor
- Conducting a Training
- Platform Skills

Prerequisites:

None

Non-State of Ohio Agency Costs:

$25 for Regional Training
$40 for training held at CTA*
*(On site lodging available at $15 per night)

Program Manager:

J.D. McIntosh

Who Should Attend

Staff who have been designated as a special skills instructor or an In-service instructor.

Date(s), Location & Time:

To Be Announced

Northwest Regional Training
Northeast Regional Training
Southwest Regional Training
Southeast Regional Training

Return to Table of Contents

Instructor Track

Chemical Munitions Instructor

Course Description:

This four (4) day course is designed to develop SRT instructors in the use of chemical agents, oleoresin capsicum, specialty impact munitions and disration devices that may be used by DRC.

Key Topics:

- Delivery systems
- Level of contaminations
- Threat Recognitions
- Health Risk Assessments
- Medical concerns
- Deployment;
- Decontamination
- Grenades and projectiles
- Distraction Devices
- Legal considerations

Prerequisites:

- Completion of the 40 Hour Instructional Skills Course.
- The student must bring a copy of his/her current mask fit record to the first day of class and a letter from the Doctor stating that they are permitted to wear a mask and when they are to be retested.

NOTE: Participants will be exposed to chemical agents

Non-State of Ohio Agency Costs:

This course is not open to anyone outside of DRC.

Who Should Attend

Those SRT Instructors designated to instruct on chemical agents.

Date(s), Location & Time:

To Be Announced

Program Manager:

Dan Hooks
Jay Debold

Northwest Regional Training
Northeast Regional Training
Southwest Regional Training
Southeast Regional Training

Return to Table of Contents

Instructor Track

Chemical Munitions Instructor Recert

Course Description:

This two (2) day course is designed to re-certify certified instructors for chemical agents, oleoresicapsicum, specialty impact munitions and distraction devices used by DRC.

Key Topics:

- Delivery systems
- Level of contaminations;
- Threat Recognitions
- Health Risk Assessments;
- Medical concerns
- Deployment;
- Decontamination
- Grenades and projectiles;
- Distraction Devices
- Legal considerations

Prerequisites:

- Completion of the 40 Hour Instructional Skills Course.
- Current certification as a Chemical Munitions Instructor.
- The student must bring a copy of his/hercurrent mask fit record to the first day of class and letter from the Doctor stating that they arepermitted to wear a mask and when they are to be retested. Failure to do so will result in the-student not being able to continue with the course.

NOTE:

Participants will receive a level 3 chemical exposure.

Non-State of Ohio Agency Costs:

This course is not open to anyone outside of DRC.

Program Manager:

Dan Hooks
Jay Debold

Who Should Attend

Current Chemical Munitions Instructors who are eligible according to policy for recertification

Date(s), Location & Time:

To Be Announced

Northwest Regional Training
Northeast Regional Training
Southwest Regional Training
Southeast Regional Training

Return to Table of Contents

Instructor Track

CPR / First Aid Instructor

Course Description:

Upon successful completion of this five (5) day course, the student will have completed requirements to instruct the CPR/First-Aid curriculum.

Key Topics:

- Conscious and unconscious obstructed airways
- Adult, Child & Infant CPR
- CPR Pro
- Demonstration of skill performance
- Heart attack and stroke
- First Aid
- Oxygen Administration

Prerequisites:

- Persons must be currently certified in CPR skills with at least one year of experience.
- Completion of the 40 Hour Instructional Skills
- Course All participants must be capable of being on their knees for prolonged periods, and capable of lifting and carrying 60 lbs.

Non-State of Ohio Agency Costs:

This course is not open to anyone outside of DRC.

Program Manager:

Steve Hooper

Who Should Attend

Individuals identified to instruct CPR/First Aid

Date(s), Location & Time:

10/3/2016 - 10/7/2016
12/5/2016 - 12/9/2016
3/6/2017 - 3/10/2017
6/5/2017 - 6/9/2017
Orient, OH - CTA
8:00am - 4:30pm

Northwest Regional Training
Northeast Regional Training
Southwest Regional Training
Southeast Regional Training

Return to Table of Contents

Instructor Track

Defense Tactics/Subject Control Instructor

Course Description:

Instructor Candidates will be trained in updated defensive and subject control tactics to become DT/SC Instructors.

Key Topics:

- Basic and Advanced striking and subject control techniques
- Use of Force as it pertains to DT/SC
- Instructor Liability
- Body Control Centers
- Triangulation

Prerequisites:

- Defensive Tactics/Subject Control Advanced Course
- Completion of the 40 Hour Instructional Skills Course

NOTE:

The Defense Against Ground Attacks course is STRONGLY recommended PRIOR to enrollment in this course.

Non-State of Ohio Agency Costs:

This course is not open to anyone outside of DRC.

Program Manager:

Brian Needham

Who Should Attend

Individuals identified by their institution TAC to instruct Defensive Tactics/Subject Control Instructors

Date(s), Location & Time:

10/17/2016 - 11/4/2016
4/10/2017 - 4/28/2017
Orient, OH - CTA

Northwest Regional Training
Northeast Regional Training
Southwest Regional Training
Southeast Regional Training

Return to Table of Contents

Instructor Track

Motivational Interviewing Instructor Course

Course Description:

Upon successful completion of this two (2) day course, the student will have completed requirements to instruct the Motivational Interviewing curriculum.

Key Topics:

- Focusing on understanding the dilemma
- Tips to be able to focus on the dilemma
- Don't be the one arguing for change
- Evoking the offender's own arguments for change
- Encouraging a realistic belief that change is possible

Prerequisites:

- Completion of the 40 Hour Instructional Skills Course

Non-State of Ohio Agency Costs:

$50 for Regional Training
$80 for training held at CTA*
*(On site lodging available at $15 per night)

Program Manager:

Steve Mannon

Who Should Attend

Individuals identified to instruct Motivational Interviewing

Date(s), Location & Time:

To Be Announced

Northwest Regional Training
Northeast Regional Training
Southwest Regional Training
Southeast Regional Training

Return to Table of Contents

Instructor Track

OC Instructor

Course Description:

Upon successful completion of this one (1) day course, the student will have completed the requirements to instruct the OC curriculum.

Key Topics:

- Effectiveness
- Decontamination
- Reactions to OC
- Spray Patterns

Prerequisites:

- Completion of the 40 Hour Instructional Skills Course.
- The student must bring a copy of his/her current mask fit record to the first day of class and a letter from the Doctor stating that they are permitted to wear a mask when they are to be retested. Failure to do so will result in the student not being able to continue with the course.

Non-State of Ohio Agency Costs:

This course is not Open to anyone outside of DRC

Program Manager:

Devin Ames

Who Should Attend

Individuals that have been identified to instruct OC.

Date(s), Location & Time:

8/4/2016
Lebanon, OH - WCI

11/3/2016
Manfield, OH - ManCI

2/2/2017
5/4/2017
8/3/2017
11/2/2017
Orient, OH - CTA
8:00am - 4:30pm

Northwest Regional Training
Northeast Regional Training
Southwest Regional Training
Southeast Regional Training

Return to Table of Contents

Instructor Track

OC Instructor Recert

Course Description:

This four (4) hour course is designed to re-certify certified instructors for oleoresin capsicum (OC) used by DRC.

Key Topics:

- Effectiveness
- Deployment: Decontamination
- Reactions to OC
- Medical concerns: Health Risk
- Spray Patterns
- Level of contaminations
- Legal Considerations

Prerequisites:

- Current certification as an OC Instructor.
- Completion of the 40 Hour Instructional Skills Course.
- The student must bring a copy of his/her current mask fit record to the first day of class and a letter from the Doctor stating that they are permitted to wear a mask and when they are to be retested. Failure to do so will result in the student not being able to continue with the course.

Note: Participants will be exposed to chemical agents

Non-State of Ohio Agency Costs:

This course is not Open to anyone outside of DRC

Program Manager:

Devin Ames

Who Should Attend

Individuals that have been identified to instruct OC.

Date(s), Location & Time:

8/5/2016 - 8/5/2016
Lebanon, OH - WCI

2/3/2017
5/5/2017
8/4/2017
11/3/2017
Orient, OH - CTA
8:00am - 4:30pm

Northwest Regional Training
Northeast Regional Training
Southwest Regional Training
Southeast Regional Training

Return to Table of Contents

Instructor Track

PR-24 / MEB Instructor

Course Description:

This four (4) day program is designed to develop new instructors in the use of the PR-24 baton as well as the Monadnock Expandable Baton (MEB) and prepare them to teach the skills to other employees.

Key Topics:

- Civil Liability
- Defensive and Offensive Techniques
- Controlling Techniques
- Restraining Methods

Prerequisites:

- Completion of the 40 Hour Instructional Skills Course.

Non-State of Ohio Agency Costs:

This course is not open to anyone outside of DRC.

Program Manager:

Rodney Hedges

Who Should Attend

Individuals identified to instruct PR-24/MEB

Date(s), Location & Time:

10/24/2016 - 10/27/2016
1/23/2017 - 1/26/2017
4/10/2017 - 4/13/2017
Orient, OH - CTA
8:00am - 4:30pm

Northwest Regional Training
Northeast Regional Training
Southwest Regional Training
Southeast Regional Training

Return to Table of Contents

Instructor Track
Firearms Instructor

Course Description:

This two (2) week course is designed to increase the participant's knowledge of the DRC Firearms program and to prepare them to instruct firearms training on the Glock .40caliber model 23 and the Remington 870 12 gauge shotgun.

NOTE: A Firearms Proficiency test will be conducted on the Friday preceding the start of the two week course. Students that do not pass either the Glock or Shotgun proficiency test will be sent backto their facilities and removed from the course.

Key Topics:

- Legal issues
- Student Safety
- Instructor liability
- Shooting techniques for each weapon

Prerequisites:

• Current In-service qualification in the Glock .40 caliber and the 870 Remington Shotgun for the past 2 years (proof must be provided on Day 1 of the course)
• Completion of the 40-Hour Instructional Skills Course.

Non-State of Ohio Agency Costs:

This course is only open to State of Ohio Employees

Program Manager:

Travis Johnson

Who Should Attend

Individuals identified bytheir institution TAC to instruct Firearms

Date(s), Location & Time:

8/5/2016 - 8/19/2016
Orient, OH - CTA
8:00am - 4:30pm

Northwest Regional Training
Northeast Regional Training
Southwest Regional Training
Southeast Regional Training

Return to Table of Contents

Instructor Track

Pepperball Instructor/Armorer

Course Description:

Upon successful completion of this one (1) day course the Certified Pepperball End User to become an instructor in Pepperball technology as used by DRC.

The Pepperball Instructor/ Armorer is then certified totrain and certify Pepperball End Users and repair and maintain the Pepperball launchers.

Key Topics:

- Effectiveness
- Equipment repair & Maintenance
- Reactions to Pepperball
- Medical Concern: Health Risks
- Legal Considerations
- Decontamination

Prerequisites:

- Completion of the 40 Hour Instructional Skills Course.
- Current certification as a Instructor and End User Certification in Pepperball

Non-State of Ohio Agency Costs:

This course is not Open to anyone outside of DRC

Program Manager:

Devin Ames

Who Should Attend

Individuals that have been identified to instruct Pepperball.

Date(s), Location & Time:

10/6/2016 - 10/6/2016
3/29/2017 - 3/29/2017
7/13/2017 - 7/13/2017
10/5/2017 - 10/5/2017
Orient, OH - CTA
8:00am - 4:30pm

Northwest Regional Training
Northeast Regional Training
Southwest Regional Training
Southeast Regional Training

Return to Table of Contents

Instructor Track

Pepperball Instructor/Armorer Recertificiation

Course Description:

Upon successful completion of this one (1) day course the Certified Pepperball End User to become an instructor in Pepperball technology as used by DRC.

The Pepperball Instructor/ Armorer is then certified totrain and certify Pepperball End Users and repair and maintain the Pepperball launchers.

Key Topics:

- Effectiveness
- Equipment repair & Maintenance
- Reactions to Pepperball
- Medical Concern: Health Risks
- Legal Considerations
- Decontamination

Prerequisites:

- Completion of the 40 Hour Instructional Skills Course.
- Current certification as a Instructor and End User Certification in Pepperball

Non-State of Ohio Agency Costs:

This course is not Open to anyone outside of DRC

Program Manager:

Devin Ames

Who Should Attend

Individuals that have been identified to instruct Pepperball.

Date(s), Location & Time:

10/7/2016 - 10/7/2016
3/30/2017 - 3/30/2017
7/14/2017 - 7/14/2017
10/6/2017 - 10/6/2017
Orient, OH - CTA
8:00am - 4:30pm

Northwest Regional Training
Northeast Regional Training
Southwest Regional Training
Southeast Regional Training

Return to Table of Contents

Instructor Track

Instructional Development Instructor

Course Description:

Training for trainers who will teach students how to present instructional material, critique presentations and develop curriculum.

Key Topics:

Course consists of learning key concepts of instructional skills and student facilitated teach backs, which require students to demonstrate their knowledge in order to move on in the course. This is a challenging course incorporating both theory and practice. Students will be required to both evaluate and critique lesson plans and classroom presentations.

Prerequisites:

Studnet must have successfully completed:

- Instructional Skills
- Curriculum Development.

Non-State of Ohio Agency Costs:

$125 for Regional Training
$200 for training held at CTA*
*(On site lodging available at $15 per night)

Program Manager:

Michele Addison

Who Should Attend

This is an Advanced Course; Participants are selected by:

1. By Approved Application
2. Invitation Only

Date(s), Location & Time:

11/14/2016 - 11/18/2016
3/20/2017 - 3/24/2017
5/22/2017 - 5/26/2017
Orient, OH - CTA
8:00am - 4:30pm

Northwest Regional Training
Northeast Regional Training
Southwest Regional Training
Southeast Regional Training

Return to Table of Contents

Individual Development Track

Security Threat Group - Advanced

Course Description:

This two (2) day course is targeted for the staff in the correctional setting and the street parole officer who has day-to-day contact with offenders. This course will help manage the security threat group in the officer's respective areas.

Key Topics:

- Six major threat groups
- Tracking systems
- Identification of STG's
- Obtaining information of STG's
- Report procedures

Prerequisites:

None

Non-State of Ohio Agency Costs:

$50 for Regional Training
$80 for training held at CTA*
*(On site lodging available at $15 per night)

Program Manager:

Mark Ball

Who Should Attend

Any staff within DRC or its affiliated agencies.

Date(s), Location & Time:

9/8/2016 - 9/9/2016
12/15/2016 - 12/16/2016
3/16/2017 - 3/17/2017
6/15/2017 - 6/16/2017
Orient, OH - CTA
8:00am - 4:30pm

Northwest Regional Training
Northeast Regional Training
Southwest Regional Training
Southeast Regional Training

Return to Table of Contents

Individual Development Track

Pre-retirement Seminar

Course Description:

This one (1) day seminar is designed to familiarize the participant and increase their awareness of the need for proper retirement planning.

Key Topics:

- Major life changes which occur in finance, legal matters, and personal health
- Setting goals for retirement
- Identifying personal needs
- PERS information
- Social Security Information

Prerequisites:

Recommended to be within 10 – 15 years of retirement

Non-State of Ohio Agency Costs:

This course is not open to Non-State of Ohio Employees

Program Manager:

Bill Chapman

Who Should Attend

Any employee with 10 - 15 years or less to retirement. (Spouses / Significant Others are invited to attend. Their names should be e-mailed to Bill Chapman at the time employee registers so that seating can be reserved for them.)

Date(s), Location & Time:

To Be Announced

Return to Table of Contents

Individual Development Track

Glock Armorer's Course

Course Description:

In this one (1) day course students will learn the basic skills necessary to effectively become a certified Glock armorer.

Key Topics:

- Safety Rules
- Safety Action System Design
- Unloading and Clearing
- Field Stripping and reassembly
- Datailed Disassembly and Reassembly of slide
- Datailed Disassembly and Reassembly of Receiver
- Sights / Tools
- Diagnostics / Trouble Shooting Guides

Prerequisites:

Current certification as a Firearm Instructor including Glock

Non-State of Ohio Agency Costs:

This course is not open to anyone outside of DRC.

$250 for DRC Employees

Program Manager:

Rodney Hedges

Who Should Attend

All DRC employees who will be maintaining Glock model pistols.

Date(s), Location & Time:

To Be Announced

Northwest Regional Training
Northeast Regional Training
Southwest Regional Training
Southeast Regional Training

Return to Table of Contents

Individual Development Track

Curriculum Development

Course Description:

Students will learn how to use needs assessments and research to develop curriculum. This program explains the systematic design of training based upon the Instructional theory into Practice (ITIP) Model.

Key Topics:

The modules contained in this training include:

- Learner centered instruction
- Assessment
- Performance Objectives
- Instructional Strategies
- Evaluation
- Designing training aids
- Developing and presenting a training design

Prerequisites:

40 Hour Instructional Skills Course

Non-State of Ohio Agency Costs:

$75 for Regional Training
$120 for training held at CTA*
*(On site lodging available at $15 per night)

Program Manager:

Beth Kreger

Who Should Attend

All full-time training officers, full-time Academy program administrators and employees designated to coordinate training programs

Date(s), Location & Time:

11/2/2016 - 1/4/2016
5/10/2017 - 5/12/2017
8:00am - 4:30pm
Orient, OH - CTA

Return to Table of Contents

Individual Development Track

Overview of Project Management

Course Description:

Students will develop an understanding of Project Management in accordance with the Project Management Institute's (PMI), PMBOK Project Management Book of Knowledge©. The students will take a journey through the five Phases of the Project life Cycle: Initiating, Planning, Executing, Managing/ Controlling, and Closing. In addition to overviewing the text, the students will actively participate in using the tools and techniques to estimate and document you project's progress.

Key Topics:

- Identify the roles of the Project Manager.
- Identify three goals of Project Management.
- Actively participate in a Group Creativity Exercise.
- Identify the Project Life Cycle Phases.
- Complete a Team Charter.
- Write a Scope Statement.
- Complete a Work Breakdown Structure.
- Construct a Gantt Chart
- Identify known and unknown risk
- Produce a network diagram and determine critical path
- Formulate Earned Value
- Complete a Project Charter
- Complete a Project Status Report

Prerequisites:

None

Non-State of Ohio Agency Costs:

$50 for Regional Training

$80 for training held at CTA*

*(On site lodging available at $15 per night)

Program Manager:

Steve Mannon

Who Should Attend

Any staff within DRC or its affiliated agencies

Date(s), Location & Time:

To Be Announced

Northwest Regional Training

Northeast Regional Training

Southwest Regional Training

Southeast Regional Training

Return to Table of Contents

Individual Development Track

Office of Victim Services Combined Training

Course Description:

This training is scheduled by OVS & is on operational updates & victim centered initiatives & information

Key Topics:

- Policy
- Audit Standards
- Roles & Responsibilities
- Victim Sensitivity
- Ethics

Prerequisites:

None

Non-State of Ohio Agency Costs:

$50 for Regional Training
$80 for training held at CTA*
*(On site lodging available at $15 per night)

Program Manager:

Devin Ames
Lori King

Who Should Attend

Current Victim Coordinators & Victim Awareness, PROVE & VOD Program Facilitators

Date(s), Location & Time:

To Be Announced

Return to Table of Contents

Individual Development Track

Core Correctional Practices

Course Description:

Core Correctional Practices is a two day training that instructs criminal justice workers on the core skills needed to support cognitive behavioral programming. The training is relevant to direct care, supervision, security staff, and treatment staff

Key Topics:

- Principles of Effective Intervention
- Priciples of Effective Behavior Managment System
- Core Correctional Practices
  - Relationships skills
  - Effective use of reinforcement
  - Effective use of disapproval
  - Effective use of authority
  - Prosocial modeling
  - Cognitive restructuring
  - Social skills training
  - Problem solving skills

Prerequisites:

APA Parole Officer

Non-State of Ohio Agency Costs:

$50 for Regional Training
$80 for training held at CTA*
*(On site lodging available at $15 per night)

Program Manager:

Matthew Morris

Who Should Attend

APA Parole Officers

Date(s), Location & Time:

To Be Announced

Northwest Regional Training
Northeast Regional Training
Southwest Regional Training
Southeast Regional Training

Return to Table of Contents

Individual Development Track

Overview of Business: Business matters

Course Description:

This one (1) day course is designed to provide an overview of Business and Finance matters relating to purchasing and managing finance for all ODRC Staff. Students will learn an overview of the steps required in order to receive purchasing authority for items and services used to conduct State business.

Key Topics:

- Procurement Requirements;
- How & When to Procure;
- Utilizing State Payment Cards;
- The Payables Process
- Personal Service Contracts.

Prerequisites:

This course is Not Open to anyone outside of DRC

Non-State of Ohio Agency Costs:

$50 for Regional Training
$80 for training held at CTA*
*(On site lodging available at $15 per night)

Program Manager:

James Vickers

Who Should Attend

Any staff within DRC or its affiliated agencies

Date(s), Location & Time:

10/6/2016 - 10/6/2016
8:00am - 4:30pm
Orient, OH - CTA

Northwest Regional Training
Northeast Regional Training
Southwest Regional Training
Southeast Regional Training

Return to Table of Contents

Individual Development Track

Word 2013

Course Description:

In this one (1) day course participants will be able to create memos, flyers, and tables. The participant will also be able to edit and format an existing document.

Key Topics:

- Introduction to the Word Window
- Basics of entering text
- Navigation techniques
- Using HELP
- Introduction to tabs and table techniques
- Controlling page appearance
- Inserting files and graphics

Prerequisites:

Knowledge of Windows OS, basic typing skills, or equivalent knowledge.

Non-State of Ohio Agency Costs:

$25 for Regional Training
$40 for training held at CTA*
*(On site lodging available at $15 per night)

Program Manager:

David Hamilton

Who Should Attend

Students enrolling in this course should understand the basic concepts involved in working with a personal computer (PC) and be able to do some typing.

Date(s), Location & Time:

8/16/2016
11/1/2016
3/7/2017
5/2/2017
8:00am - 4:30pm
Orient, OH - CTA

Northwest Regional Training
Northeast Regional Training
Southwest Regional Training
Southeast Regional Training

Return to Table of Contents

Individual Development Track

Excel 2013

Course Description:

This one (1) day course will provide the participant with an introduction to electronic spreadsheets. Students attending will create a basic worksheet, work efficiently with ranges, and modify and insert data into a worksheet.

Key Topics:

- Creating relative references
- Working with ranges
- Formatting the spreadsheet
- Printing the spreadsheet

Prerequisites:

Knowledge of Windows OS, basic typing skills, Word 2007/2010-Level 1, or equivalent knowledge.

Non-State of Ohio Agency Costs:

$25 for Regional Training
$40 for training held at CTA*
*(On site lodging available at $15 per night)

Program Manager:

David Hamilton

Who Should Attend

Any staff member who will be creating and maintaining records.

Date(s), Location & Time:

8/23/2016
11/8/2016
3/14/2017
5/9/2017
8:00am - 4:30pm
Orient, OH - CTA

Northwest Regional Training
Northeast Regional Training
Southwest Regional Training
Southeast Regional Training

Return to Table of Contents

Individual Development Track

Outlook 2013

Course Description:

This one (1) day course is an overview of the e-mail, notes, contacts, calendar, and tasks functions of Outlook 2013.

Key Topics:

- Creating and sending Messages
- Distribution lists and contacts
- Creating Signatures
- Calendar options
- Scheduling appointments
- Scheduling meetings
- Notes and Tasks

Prerequisites:

Knowledge of Windows OS, basic typing skills, or equivalent knowledge. Attendees must have a DRC email account.

Non-State of Ohio Agency Costs:

This course is not open to anyone outside of DRC.

Program Manager:

David Hamilton

Who Should Attend

All DRC employees who use Outlook 2013

Date(s), Location & Time:

8/25/2016
11/15/2016
3/21/2017
5/23/2017
8:00am - 4:30pm
Orient, OH - CTA

Northwest Regional Training
Northeast Regional Training
Southwest Regional Training
Southeast Regional Training

Return to Table of Contents

Individual Development Track

PowerPoint 2013

Course Description:

This one (1) day course is designed to introduce the participant to the fundamentals of the PowerPoint presentation application. Participant will have an increased knowledge of how to create a presentation.

Key Topics:

- Creating a title slide
- Using drawing tools
- Integrating Excel objects into a presentation
- Creating an organizational chart with PowerPoint
- Using WordArt to enhance your presentation
- Attaching builds and transitions to your presentations

Prerequisites:

Knowledge of Windows OS, basic typing skills, and Word 2007/2010

Non-State of Ohio Agency Costs:

$25 for Regional Training
$40 for training held at CTA*
*(On site lodging available at $15 per night)

Program Manager:

David Hamilton

Who Should Attend

All DRC employees who use Powerpoint 2013

Date(s), Location & Time:

8/30/2016
11/10/2016
3/16/2017
5/16/2017
8:00am - 4:30pm
Orient, OH - CTA

Northwest Regional Training
Northeast Regional Training
Southwest Regional Training
Southeast Regional Training

Return to Table of Contents

Individual Development Track

DOTS Portal

Course Description:

This one (1) day course is designed to familiarize the participant with the DOTS Portal system, the Reentry screens and the basic functions of DOTS. The student MUST have a DOTS access account.

Key Topics:

- Definition of the DOTS Portal system
- Design and function of the DOTS Portal system
- Navigation of the DOTS Portal system
- Creating and maintaining records on DOTS
- How to use visiting screens

Prerequisites:

Windows XP, or equivalent knowledge.

Required: Must have a DOTS password prior to class.

Non-State of Ohio Agency Costs:

This course is not open to anyone outside of DRC.

Program Manager:

David Hamilton

Who Should Attend

All DRC employees and staff who will be working with the DOTS Portal system.

Date(s), Location & Time:

8/18/2016
11/17/2016
3/28/2017
5/18/2017
8:00am - 4:30pm
Orient, OH - CTA

Northwest Regional Training
Northeast Regional Training
Southwest Regional Training
Southeast Regional Training

Return to Table of Contents

Medical Track

Basic EKG Interpretation

Course Description:

This one (1) day course will cover basic cardiac anatomy and physiology, the basic electrophysiology and cardiac conduction system, and EKG characteristics of the most common conduction defects.

CEUs:

6 hours of Nursing CEUs are available

Key Topics:

- Review of cardiac anatomy and the cardiac conduction system
- Basic cardiac electrophysiology
- Recognition of the normal EKG tracing
- EKG characteristics of the most common cardiac conduction defects

Prerequisites:

None

Non-State of Ohio Agency Costs:

$25 for Regional Training
$40 for training held at CTA*
*(On site lodging available at $15 per night)

Program Manager:

Rocco Combine

Who Should Attend

RN's and LPN's

Date(s), Location & Time:

To Be Announced

Northwest Regional Training
Northeast Regional Training
Southwest Regional Training
Southeast Regional Training

Return to Table of Contents

Medical Track

Suture Techniques for the Advanced Level Provider

Course Description:

In this course offering, the suture techniques used in cutaneous surgery are reviewed. The techniques of suture placement for each type of stitch are described, the rationales for choosing one suture technique over another are reviewed, and the advantages and disadvantages of each suture technique are discussed. Frequently, more than one suture technique is needed for optimal closure of a wound. After participating in this class the student should have an understanding of how and why particular sutures are chosen and an appreciation of the basic methods of placing each type of suture.

CEUs:

An application has been made with the American Academy of Family Physicians for 6 hours of continuing medical education (CME) with the following designations AOA Category 1-A and AMA Category 1 for this class. As always these continuing medical education credits are free of charge to the employee

Key Topics:

- Describe the important components in evaluation of lacerations.
- Discuss the pharmacological agents and methods for anesthesia
- Describe, demonstrate and practice simple interrupted suturing methods

Non-State of Ohio Agency Costs:

This course is not open to anyone outside of DRC.

Program Manager:

Rocco Combine

Who Should Attend

Doctor or Nurse Practitioners ONLY

Date(s), Location & Time:

To Be Announced

Northwest Regional Training

Northeast Regional Training

Southwest Regional Training

Southeast Regional Training

Return to Table of Contents

Medical Track

Intravenous Therapy for Nurses

Course Description:

This one (1) day course covers a review of IV venipuncture skills plus the up-to-date techniques when caring for patients with IV lines, indwelling IV devices and administration of IV medications. IV arms and other IV equipment will be available for hands on practice.

CEUs:

6 hours of Nursing CEs are available

Key Topics:

- Review of intravenous therapy principles and practices
- Review of venipuncture with skills practice using an IV arm
- Routine care of intravenous equipment and sites
- Intravenous medication administration
- Recognition and management of the most common complications of IV therapy.

Prerequisites:

LPN certification in I therap

Non-State of Ohio Agency Costs:

This course is not open to anyone outside of DRC.

Program Manager:

Rocco Combine

Who Should Attend

RN's and LPN's

Date(s), Location & Time:

To Be Announced

Northwest Regional Training
Northeast Regional Training
Southwest Regional Training
Southeast Regional Training

Return to Table of Contents

Medical Track

Legal Risk Management in the Correctional Health Care Setting

Course Description:

During this one (1) day course there will be an overview of the basic legal principles, the elements of negligence/malpractice claims, the standard of care and the impor-tance of documentation. Other topics will be how to handle adverse events, confidentialit, quality assuranceand risk management. We will also discuss current legal issues of interest.

CEUs:

6 continuing education credits are offered for nurses, social workers, counselors, psychologists and recovery services staff.

Key Topics:

- Describe the steps of a lawsuit
- Describe the required elements of a negligence suit
- Describe the characteristics of excellent documentation
- Discuss how to protect yourself from legal liability.

Prerequisites:

Clinical Staff

Non-State of Ohio Agency Costs:

This course is not open to anyone outside of DRC.

Program Manager:

Rocco Combine

Who Should Attend

RN's, LPN's, Health Care Administrators, Quality Assurance Coordinators, Mental Health Clinical Staff and Recovery Staff.

Date(s), Location & Time:

To Be Announced

Northwest Regional Training
Northeast Regional Training
Southwest Regional Training
Southeast Regional Training

Return to Table of Contents

Medical Track

Correctional Nursing Assessment Training

Course Description:

In this one (1) day course, students will learn basic focused assessment techniques that must be used when evaluating health complaints. Students will also learn proper use of Nursing Assessment Forms and Guidelines.

Key Topics:

- Basic focused assessment techniques.
- Proper use of nursing assessment forms and guidelines.

Prerequisites:

Nurse or EMT

Non-State of Ohio Agency Costs:

This course is not open to anyone outside of DRC.

Program Manager:

Rocco Combine

Who Should Attend

All DRC nurses (RN's and LPN's) must attend the basic Nurses' Assessment Training.

Date(s), Location & Time:

To Be Announced

Northwest Regional Training
Northeast Regional Training
Southwest Regional Training
Southeast Regional Training

Return to Table of Contents

Medical Track

Emergency Assessment & Triage Skills for Correctional Nurses

Course Description:

This one (1) day class will address assessment and triage of various medical and trauma emergencies and will address appropriate reporting, transfer procedures and documentation.

CEUs:

6 hours of Nursing CEUs are available

Key Topics:

- Nursing assessment and triage of most commonly seen medical emergencies
- Demonstration of emergency head-to-toe assessment
- Discussion of the appropriate information to report to the oncall physician and the hospital emergency department

Prerequisites:

None

Non-State of Ohio Agency Costs:

$25 for Regional Training
$40 for training held at CTA*
*(On site lodging available at $15 per night)

Program Manager:

Rocco Combine

Who Should Attend

RN's, LPN's, Health Care Administrators and Quality Assurance Coordinators.

Date(s), Location & Time:

To Be Announced

Northwest Regional Training
Northeast Regional Training
Southwest Regional Training
Southeast Regional Training

Return to Table of Contents

Mental Health Track

Introduction to Brief Psychotherapy

Course Description:

This course will examine brief psychotherapies as modality of choice for certain prison subpopulations. We will examine which offenders would benefit most and how to adapt current skill sets to using this model. The current research will be explored including the latest evidence based practices for Depression, Anxiety, and Post-Traumatic Stress. The goal is to assist the independently licensed provider enhance existing skills, while preparing the non-independent license practitioner for the ongoing supervision of brief treatments. A review of Solution-Oriented and various Cognitive Behavioral modalities will be incorporated into the training.

CEUs:

Six continuing educations units will be available for psychologists, social workers/counselors, nurses and chemical dependency professionals.

Key Topics:

- The participant will be able to identify the latest evidence based practices (EBP) for Mood Disorders, Anxiety, and Post- Traumatic Stress Disorder
- The participant will demonstrate the ability to assess caseload to determine appropriateness of fit for use of Brief Treatment Modalities.
- The participant will engage in role play activities to demonstrate featured techniques.

Prerequisites:

None

Non-State of Ohio Agency Costs:

$25 for Regional Training
$40 for training held at CTA*
*(On site lodging available at $15 per night)

Program Manager:

Tim Stafford

Who Should Attend

This class is open to independent licensed providers and non-independent licensed providers who will be providing psychotherapy.

Date(s), Location & Time:

To Be Announced

Return to Table of Contents

Mental Health Track

Mental Health - 2 Day Training

Course Description:

This two (2) day training is designed to provide participants with specific information related to understanding and treating inmates with a serious mental illness.

CEUs:

13 continuing education units are awarded to nurses, social workers, and recovery staff

Key Topics:

- Mental Illness
- Techniques in working with the seriously mentally ill offender
- Impact of treatment to include medication
- Mental Health and related policies
- Suicide Awareness and Prevention
- Physically Immobilizing Restraints

Prerequisites:

None

Non-State of Ohio Agency Costs:

This course is not open to anyone outside of DRC

Program Manager:

Tim Stafford

Who Should Attend

Mental Health staff, Residential Treatment Unit (RTU) staff, correctional officers & supervisors

Dates, Location & Time:

8/16/2016 - 8/17/2016
9/14/2016 - 9/15/2016
10/3/2016 - 10/4/2016
11/2/2016 - 11/3/2016
12/6/2016 - 12/7/2016
1/18/2017 - 1/19/2017
3/30/2017 - 3/31/2017
4/19/2017 - 4/20/2017
5/9/2017 - 5/10/2017
6/7/2017 - 6/8/2017
8:00am - 4:30pm
Orient, OH - CTA

Northwest Regional Training
Northeast Regional Training
Southwest Regional Training
Southeast Regional Training

Return to Table of Contents

Mental Health Track

Suicide Risk: Assessment and Management

Course Description:

This 6-hour course seeks to provide clinicians with the full knowledge and skills necessary to conduct and effectively document comprehensive and professionally responsible suicide risk assessments and suicide risk management strategies. Referencing contemporary clinical approaches to suicide risk, the training will emphasize the dynamic interplay of both risk and protective factors, as well as documented action plans, professional consultation, and targeted interventions designed to reduce and /or manage identified risk.

CEUs:

Six continuing educations units will be available for psychologists, social workers/counselors, nurses and chemical dependency professionals.

Key Topics:

- Psycho-legal issues
- Formulation and assessment of risk
- Interventions and risk management/reduction

Prerequisites:

None

Non-State of Ohio Agency Costs:

$25 for Regional Training
$40 for training held at CTA*
*(On site lodging available at $15 per night)

Program Manager:

Tim Stafford

Who Should Attend

Clinical staff,
unit management staff
and corrections officers.

Date(s), Location & Time:

To Be Announced

Northwest Regional Training
Northeast Regional Training
Southwest Regional Training
Southeast Regional Training

Return to Table of Contents

Mental Health Track

Resolving Ethical Dilemmas: The Reasoning Process

Course Description:

This 6-hour workshop is designed to explore ethical issues related to health care professionals within the correctional setting. This course is both instructional and interactive and information from various licensure boards and professional associations will be discussed.

CEUs:

Six continuing educations units will be available for psychologists, social workers/counselors, nurses and chemical dependency professionals.

Key Topics:

- Participants will be able to identify relevant standards, rules and policies related to the practice of various health care professions.
- Participants will be able to apply this information to a variety of ethical dilemmas that health care providers face including. confidentiality, scope of practice, and relationship issues.
- Participants will be able to discuss several theories related to the process of ethical decision making

Prerequisites:

None

Non-State of Ohio Agency Costs:

$25 for Regional Training
$40 for training held at CTA*
*(On site lodging available at $15 per night)

Program Manager:

Tim Stafford

Who Should Attend

Licensed Clinical Staff

Date(s), Location & Time:

5/24/2017
8:00am - 4:30pm
Orient, OH - CTA

Northwest Regional Training
Northeast Regional Training
Southwest Regional Training
Southeast Regional Training

Return to Table of Contents

Mental Health Track

Fostering Multi-Disciplinary Alliances

Course Description:

This 6 hour training is designed to develop a comprehensive understanding of different disciplines in corrections and fostering healthy working relationships. The course will focus on identifying roles and responsibilities of corrections staff, revealing common multi-disciplinary team's misunderstandings and/or conflicts, and developing methods to enhance a collaborative work environment.

CEUs:

Six continuing educations units will be available for psychologists, social workers/counselors, nurses and chemical dependency professionals.

Key Topics:

- Identify the role and responsibilities of different correctional disciplines.
- Build effective relationships amongst different disciplines.
- Reduce stigmas attached to different disciplines.
- Promote collaborative work environment.

Prerequisites:

None

Non-State of Ohio Agency Costs:

$25 for Regional Training

$40 for training held at CTA (On site lodging available at $15 per night)

Program Manager:

Tim Stafford

Who Should Attend

Open to All Staff

Date(s), Location & Time:

To Be Announced

Northwest Regional Training

Northeast Regional Training

Southwest Regional Training

Southeast Regional Training

Return to Table of Contents

Mental Health Track

If you are Not Successful, I'm not Successful - Approach to Clinical Supervision

Course Description:

This 6 hour training will focus on the complex issues surrounding clinical supervision in the correctional setting. Distinguishing clinical from administrative supervision, risk management, methods of supervision, resources and professional development will be explored.

CEUs:

Six continuing educations units will be available for psychologists, social workers/counselors, nurses and chemical dependency professionals.

Key Topics:

- Identify qualities of good v. poor supervision.
- Recognize issues of risk and methods to manage risk.
- Discover methods of supervision that build on strengths.
- Incorporate theoretical orientation in supervision process.
- Encouraging continued professional development.

Prerequisites:

None

Non-State of Ohio Agency Costs:

$25 for Regional Training
$40 for training held at CTA*
*(On site lodging available at $15 per night)

Program Manager:

Tim Stafford

Who Should Attend

Clinical Supervisors

Date(s), Location & Time:

To Be Announced

Northwest Regional Training
Northeast Regional Training
Southwest Regional Training
Southeast Regional Training

Return to Table of Contents

Mental Health Track

Offenders with a Traumatic Brain Injury

Course Description:

Traumatic brain injury can have a dramatic effect on a person's emotional, behavioral, and cognitive functioning. Depending on the nature of the brain injury these changes can impact how we manage them in a correctional setting. This course will help create a basic understanding of traumatic brain injury, prognosis for various forms of treatment, and the impact these will have on management of these individuals in mental health treatment.

CEUs:

Six continuing educations units will be available for psychologists, social workers/counselors, nurses and chemical dependency professionals.

Key Topics:

- Create a basic understanding of traumatic brain injury and its effects.
- Discuss various treatment regimens and the prognosis for success in treatment.
- Discuss issues with management of these individuals in a correctional setting and re-entry.

Prerequisites:

None

Non-State of Ohio Agency Costs:

$25 for Regional Training
$40 for training held at CTA (On site lodging available at $15 per night)

Program Manager:

Tim Stafford

Who Should Attend

This course is open to anyone

Date(s), Location & Time:

3/7/2017
8:00am - 4:30pm
Orient, OH - CTA

Northwest Regional Training
Northeast Regional Training
Southwest Regional Training
Southeast Regional Training

Return to Table of Contents

Mental Health Track

Suicide, Self Injury and Violence

Course Description:

The criteria, treatment and management of several disorders related to self harm and violence will first be reviewed. These disorders include borderline personality, post traumatic stress and bipolar disorders. The causes of suicidal behavior will then be reviewed, along with the often difficult to understand motivations for selfmutilation. The many reasons for the rampant violence in society will also be discussed. Numerous case examples will be drawn from history, recent news events, and the prison setting. There will be class discussion, participation, even music to underscore the various ideas presented. The workshop will conclude with a description of how relaxation and creative imagery can be used in therapy and also to facilitate personal growth and fulfillment.

CEUs:

Six continuing educations units will be available for psychologists, social workers/counselors, nurses and chemical dependency professionals

Key Topics:

- Learn about borderline personality, and how it is related to self injurious behavior
- Gain awareness of the symptoms and treatment of post-traumatic stress disorder
- Understand the causes of suicidal behavior and appropriate treatment strategies
- Comprehend the motivations for self injurious behavior
- Discuss the many antecedents for violent behavior in our society
- Discover how relaxation and creative imagery techniques can be applied with inmates and in your own lives

Prerequisites:

None

Non-State of Ohio Agency Costs:

$25 for Regional Training

$40 for training held at CTA (On site lodging available at $15 per night)

Program Manager:

Tim Stafford

Who Should Attend

Clinical staff, unit management staff and corrections officers

Date(s), Location & Time:

To Be Announced

Northwest Regional Training

Northeast Regional Training

Southwest Regional Training

Southeast Regional Training

Return to Table of Contents

Special Operations Track
SRT 40 Hour

Course Description:

This five (5) day course is designed to train new members that have just joined an institution team the basics in response, control, formations, squad structure, basic drill, and riot control. This course will develop the specialized training necessary for a member to function as a team.

NOTE: There are several pieces of documentation that must be provided either prior to the start of the course or on the morning of the first day of class. Failure to provide the documentation will result in the employee being sent back to the institution.

Key Topics:

- Security Policies
- Riot shield training
- Communication
- Intelligence gathering
- Cover and concealment Breaching
- Building and room clearing
- Mission planning

Prerequisites:

Member of SRT and PR-24 certified (proof of PR 24 certification needed). Must have a fit test and a physical prior to the 1st day of class (proof needed before 1st day of class). Participants must be weapons qualified and current in their certification (Proof needed before the 1st day of class). Also, the participant will be required to pass the 1 mile run the first day of class.

Non-State of Ohio Agency Costs:

$125 for Regional Training
$200 for training held at CTA*
*(On site lodging available at $15 per night)

Program Manager:

Jay DeBold
Dan Hooks

Who Should Attend

New institution Special Response Team members.

Date(s), Location & Time:

To Be Announced

Northwest Regional Training
Northeast Regional Training
Southwest Regional Training
Southeast Regional Training

Return to Table of Contents

Special Operations Track

SRT Instructor

Course Description:

This three (3) day course is to provide individuals who-have completed all levels of SRT training the additional skills necessary to teach the various programs locally.

Key Topics:

- Curriculum delivery techniques and updates
- Course coordination
- Scenario facilitation

Prerequisites:

- Completion of the 40 Hour Instructional Skills course.
- SRT member
- Attended the SRT Basic/Advanced courses
- Completed the SRT Leadership course

Non-State of Ohio Agency Costs:

This course is not open to anyone outside of DRC.

Program Manager:

Jay DeBold
Dan Hooks

Who Should Attend

Staff who have completed the SRT Basic/Advanced and SRT Leadership Development course and have been recognized for having skills and experience necessary to instruct staff in this area.

Date(s), Location & Time:

To Be Announced

Northwest Regional Training
Northeast Regional Training
Southwest Regional Training
Southeast Regional Training

Return to Table of Contents

Special Operations Track

SRT Instructor Recertification

Course Description:

This three (2) day course is to provide recertification for SRT Instructors. Certification is good for 3 years.

Key Topics:

- Curriculum delivery techniques and updates
- Course coordination
- Scenario facilitation

Prerequisites:

SRT Instructor

Non-State of Ohio Agency Costs:

This course is not open to anyone outside of DRC.

Program Manager:

Jay DeBold
Dan Hooks

Who Should Attend

SRT Instructors and whose certification is about to expire (good for 3 years).

Date(s), Location & Time:

To Be Announced

Northwest Regional Training
Northeast Regional Training
Southwest Regional Training
Southeast Regional Training

Return to Table of Contents

Special Operations Track

SRT - Leadership

Course Description:

This three (3) day course is designed to equip the SRT team leader and squad leader to function effectively within the Critical Incident Management System.

Key Topics:

- Mission Planning
- Critical Incident Management
- Managing Resources
- Incident Action Plan procedures
- Staging Procedures

Prerequisites:

Must be a SRT member

Non-State of Ohio Agency Costs:

This course is not open to anyone outside of DRC.

Program Manager:

Jay DeBold
Dan Hooks

Who Should Attend

Any approved SRT member

Date(s), Location & Time:

To Be Announced

Northwest Regional Training
Northeast Regional Training
Southwest Regional Training
Southeast Regional Training

Return to Table of Contents

Special Operations Track

Critical Incident Stress Management Military Support

Course Description:

This five (5) day course is designed to provide matrial and information on an integrated comprehensive, multi-component program for crisis response which spans the spectrum from pre-crisis preparation through post-crisis intervention and follow-up.

Key Topics:

- Physical, Cognitive, Emotional and Behavioral
- Stress Responses
- Demobilizations
- Defusing
- Debriefin
- One-on-One Intervention
- After-Care

Prerequisites:

Must have been selected and approved to become a member of the Critical Incident Support Team.

Non-State of Ohio Agency Costs:

This course is not open to anyone outside of DRC.

Program Manager:

Devin Ames

Who Should Attend

Those that have been selected and approved to serve as a Military Peer Support person

Date(s), Location & Time:

To Be Announced

Northwest Regional Training
Northeast Regional Training
Southwest Regional Training
Southeast Regional Training

Return to Table of Contents

Activity Code	Catalog Item	Start Date	End Date	Start Time
DRC-LD-153DRC00604520160830795	DRC - Career Development	8/30/2016	9/1/2016	8:00 AM
DRC-LD-153DRC00604520161115925	DRC - Career Development	11/15/2016	11/17/2016	8:00 AM
DRC-LD-153DRC00604520170307926	DRC - Career Development	3/7/2017	3/9/2017	8:00 AM
DRC-LD-153DRC00604520170523927	DRC - Career Development	5/23/2017	5/25/2017	8:00 AM
DRC-LD-103DRC00605720160823921	DRC - Correctional Management	8/23/2016	10/6/2016	8:00 AM
DRC-LD-103DRC00605720161206923	DRC - Correctional Management	12/6/2016	1/19/2017	8:00 AM
DRC-LD-103DRC00605720170411924	DRC - Correctional Management	4/11/2017	5/18/2017	8:00 AM
DRC-CP-101DRC00605020161003092	DRC - CPR/First Aid Instructor	10/3/2016	10/7/2016	8:00 AM
DRC-CP-101DRC00605020161205093	DRC - CPR/First Aid Instructor	12/5/2016	12/9/2016	8:00 AM
DRC-CP-101DRC00605020170306094	DRC - CPR/First Aid Instructor	3/6/2017	3/10/2017	8:00 AM
DRC-CP-101DRC00605020170605095	DRC - CPR/First Aid Instructor	6/5/2017	6/9/2017	8:00 AM
DRC-IN-252DRC00604720161102362	DRC - Curriculum Development	11/2/2016	11/4/2016	8:00 AM
DRC-IN-252DRC00604720170510366	DRC - Curriculum Development	5/10/2017	5/12/2017	8:00 AM
DRC-US-111DRC05105820160801771	DRC - Defense Against Edged and Blunt Weapons	8/1/2016	8/2/2016	8:00 AM
DRC-US-111DRC07317420161121762	DRC - Defense Against Edged and Blunt Weapons	11/21/2016	11/22/2016	8:00 AM
DRC-US-111DRC07317420170508763	DRC - Defense Against Edged and Blunt Weapons	5/8/2017	5/9/2017	8:00 AM
DRC-IN-259DRC07317420161128874	DRC - Defense Against Ground Attacks	11/28/2016	11/29/2016	8:00 AM
DRC-IN-259DRC07317420170511768	DRC - Defense Against Ground Attacks	5/11/2017	5/12/2017	8:00 AM
DRC-US-112DRC07317420161123764	DRC - Defense Against Multiple Attackers	11/23/2016	11/23/2016	8:00 AM
DRC-US-112DRC07317420170510765	DRC - Defense Against Multiple Attackers	5/10/2017	5/10/2017	8:00 AM
DRC-IN-264DRC00620620160912827	DRC - Defensive Tactics/Subject Control Advanced Course	9/12/2016	9/30/2016	8:00 AM
DRC-IN-264DRC00620620170313758	DRC - Defensive Tactics/Subject Control Advanced Course	3/13/2017	3/31/2017	8:00 AM
DRC-IN-263DRC00620620161017760	DRC - Defensive Tactics/Subject Control Instructor Course	10/17/2016	11/4/2016	8:00 AM
DRC-IN-263DRC00620620170410761	DRC - Defensive Tactics/Subject Control Instructor Course	4/10/2017	4/28/2017	8:00 AM
DRC-CR-107DRC00605520160818948	DRC - DOTS Portal	8/18/2016	8/18/2016	8:00 AM
DRC-CR-107DRC00605520161117949	DRC - DOTS Portal	11/17/2016	11/17/2016	8:00 AM
DRC-CR-107DRC00605520170328962	DRC - DOTS Portal	3/28/2017	3/28/2017	8:00 AM
DRC-CR-107DRC00605520170518963	DRC - DOTS Portal	5/18/2017		8:00 AM
DRC-IN-287DRC00604820161223769	DRC - DT/SC Skill Builder Workshop	12/23/2016	12/23/2016	8:00 AM
DRC-IN-287DRC00604820170217770	DRC - DT/SC Skill Builder Workshop	2/17/2017	2/17/2017	8:00 AM
DRC-AA-143DRC00605520160823931	DRC - Excel 2013	8/23/2016	8/23/2016	8:00 AM
DRC-AA-143DRC00605520161108932	DRC - Excel 2013	11/8/2016	11/8/2016	8:00 AM
DRC-AA-143DRC00605520170314933	DRC - Excel 2013	3/14/2017	3/14/2017	8:00 AM
DRC-AA-143DRC00605520170509934	DRC - Excel 2013	5/9/2017	5/9/2017	8:00 AM
DRC-LD-104DRC00605720160912081	DRC - Executive Leadership	9/12/2016	9/16/2016	8:00 AM
DRC-LD-104DRC00605720161031082	DRC - Executive Leadership	10/31/2016	11/4/2016	8:00 AM
DRC-FA-101DRC00604620160805546	DRC - Firearms Instructor	8/5/2016	8/19/2016	8:00 AM
DRC-IN-253DRC00604620161114529	DRC - Instructional Development Instructor	11/14/2016	11/18/2016	8:00 AM
DRC-IN-253DRC00604620170320532	DRC - Instructional Development Instructor	3/20/2017	3/24/2017	8:00 AM
DRC-IN-253DRC00604620170522534	DRC - Instructional Development Instructor	5/22/2017	5/26/2017	8:00 AM

Activity Code	Catalog Item	Start Date	End Date	Start Time
DRC-MH-108DRC00604620160816409	DRC - Mental Health - 2 Day Training	8/16/2016	8/17/2016	8:00 AM
DRC-MH-108DRC00604620160914411	DRC - Mental Health - 2 Day Training	9/14/2016	9/15/2016	8:00 AM
DRC-MH-108DRC00604620161003412	DRC - Mental Health - 2 Day Training	10/3/2016	10/4/2016	8:00 AM
DRC-MH-108DRC00604620161102413	DRC - Mental Health - 2 Day Training	11/2/2016	11/3/2016	8:00 AM
DRC-MH-108DRC00604620161206414	DRC - Mental Health - 2 Day Training	12/6/2016	12/7/2016	8:00 AM
DRC-MH-108DRC00604620170118415	DRC - Mental Health - 2 Day Training	1/18/2017	1/19/2017	8:00 AM
DRC-MH-108DRC00604620170330416	DRC - Mental Health - 2 Day Training	3/30/2017	3/31/2017	8:00 AM
DRC-MH-108DRC00604620170419418	DRC - Mental Health - 2 Day Training	4/19/2017	4/20/2017	8:00 AM
DRC-MH-108DRC00604620170509419	DRC - Mental Health - 2 Day Training	5/9/2017	5/10/2017	8:00 AM
DRC-MH-108DRC00604620170607421	DRC - Mental Health - 2 Day Training	6/7/2017	6/8/2017	8:00 AM
DRC-LD-154DRC00605720160801553	DRC - New Exempt Training	8/1/2016	8/10/2016	8:00 AM
DRC-LD-154DRC00605720161017456	DRC - New Exempt Training	10/17/2016	10/26/2016	8:00 AM
DRC-LD-154DRC00605720170123459	DRC - New Exempt Training	1/23/2017	2/1/2017	8:00 AM
DRC-CM-101DRC00604620160804913	DRC - OC Instructor	8/4/2016	8/4/2016	8:00 AM
DRC-CM-101DRC00604620161103915	DRC - OC Instructor	11/3/2016	11/3/2016	8:00 AM
DRC-CM-101DRC00604620170202897	DRC - OC Instructor	2/2/2017	2/2/2017	8:00 AM
DRC-CM-101DRC00604620170504940	DRC - OC Instructor	5/4/2017	5/4/2017	8:00 AM
DRC-CM-101DRC00604620170803946	DRC - OC Instructor	8/3/2017	8/3/2017	8:00 AM
DRC-CM-101DRC00604620171102955	DRC - OC Instructor	11/2/2017	11/2/2017	8:00 AM
DRC-CM-102DRC00604620160805914	DRC - OC Instructor Recert	8/5/2016	8/5/2016	8:00 AM
DRC-CM-102DRC00604620170203907	DRC - OC Instructor Recert	2/3/2017	2/3/2017	8:00 AM
DRC-CM-102DRC00604620170505941	DRC - OC Instructor Recert	5/5/2017	5/5/2017	8:00 AM
DRC-CM-102DRC00604620170804948	DRC - OC Instructor Recert	8/4/2017	8/4/2017	8:00 AM
DRC-CM-102DRC00604620171103956	DRC - OC Instructor Recert	11/3/2017	11/3/2017	8:00 AM
DRC-MH-109DRC00604720170307143	DRC - Offenders with a Traumatic Brain Injury	3/7/2017	3/7/2017	8:00 AM
DRC-IN-216DRC00604720160823477	DRC - ORAS Coaching Re-test Session	8/23/2016	8/23/2016	8:00 AM
DRC-IN-216DRC00604720160912478	DRC - ORAS Coaching Re-test Session	9/12/2016	9/12/2016	8:00 AM
DRC-IN-216DRC07718920160929920	DRC - ORAS Coaching Re-test Session	9/29/2016	9/29/2016	8:30 AM
DRC-IN-216DRC00604720160930881	DRC - ORAS Coaching Re-test Session	9/30/2016	9/30/2016	8:30 AM
DRC-IN-216DRC07718920161020921	DRC - ORAS Coaching Re-test Session	10/20/2016	10/20/2016	8:30 AM
DRC-IN-216DRC00604720161118882	DRC - ORAS Coaching Re-test Session	11/18/2016	11/18/2016	8:30 AM
DRC-IN-216DRC07718920161215922	DRC - ORAS Coaching Re-test Session	12/15/2016	12/15/2016	8:30 AM
DRC-IN-235DRC14634820160802982	DRC - ORAS END USER TRAINING	8/2/2016	8/3/2016	8:30 AM
DRC-IN-235DRC00604720160815475	DRC - ORAS END USER TRAINING	8/15/2016	8/16/2016	8:00 AM
DRC-IN-235DRC00604620160919877	DRC - ORAS END USER TRAINING	9/19/2016	9/20/2016	8:30 AM
DRC-IN-235DRC00604720161003878	DRC - ORAS END USER TRAINING	10/3/2016	10/4/2016	8:30 AM
DRC-IN-235DRC00604720161017476	DRC - ORAS END USER TRAINING	10/17/2016	10/18/2016	8:00 AM
DRC-IN-235DRC00604620161107879	DRC - ORAS END USER TRAINING	11/7/2016	11/8/2016	8:30 AM
DRC-IN-235DRC00604620161201880	DRC - ORAS END USER TRAINING	12/1/2016	12/2/2016	8:30 AM
DRC-AA-144DRC00605520160825935	DRC - Outlook 2013	8/25/2016	8/25/2016	8:00 AM

Activity Code	Catalog Item	Start Date	End Date	Start Time
DRC-AA-144DRC00605520161115936	DRC - Outlook 2013	11/15/2016	11/15/2016	8:00 AM
DRC-AA-144DRC00605520170321937	DRC - Outlook 2013	3/21/2017	3/21/2017	8:00 AM
DRC-AA-144DRC00605520170523938	DRC - Outlook 2013	5/23/2017	5/23/2017	8:00 AM
DRC-IN-268DRC00605520161006465	DRC - Overview of Business: Business matters	10/6/2016	10/6/2016	8:00 AM
DRC-TR-103DRC00604620161006927	DRC - Pepperball Instructor/Armorer	10/6/2016	10/6/2016	8:00 AM
DRC-TR-103DRC00604620170329922	DRC - Pepperball Instructor/Armorer	3/29/2017	3/29/2017	8:00 AM
DRC-TR-103DRC00604620170713944	DRC - Pepperball Instructor/Armorer	7/13/2017	7/13/2017	8:00 AM
DRC-TR-103DRC00604620171005952	DRC - Pepperball Instructor/Armorer	10/5/2017	10/5/2017	8:00 AM
DRC-SS-340DRC00604620161007931	DRC - Pepperball Instructor/Armorer Recertification	10/7/2016	10/7/2016	8:00 AM
DRC-SS-340DRC00604620170330939	DRC - Pepperball Instructor/Armorer Recertification	3/30/2017	3/30/2017	8:00 AM
DRC-SS-340DRC00604620170714945	DRC - Pepperball Instructor/Armorer Recertification	7/14/2017	7/14/2017	8:00 AM
DRC-SS-340DRC00604620171006953	DRC - Pepperball Instructor/Armorer Recertification	10/6/2017	10/6/2017	8:00 AM
DRC-AA-145DRC00605520160830939	DRC - PowerPoint 2013	8/30/2016	8/30/2016	8:00 AM
DRC-AA-145DRC00605520161110940	DRC - PowerPoint 2013	11/10/2016	11/10/2016	8:00 AM
DRC-AA-145DRC00605520170316942	DRC - PowerPoint 2013	3/16/2017	3/16/2017	8:00 AM
DRC-AA-145DRC00605520170516943	DRC - PowerPoint 2013	5/16/2017	5/16/2017	8:00 AM
DRC-IN-223DRC00620620161024525	DRC - PR - 24/MEB Instructor	10/24/2016	10/27/2016	8:00 AM
DRC-IN-223DRC00620620170123526	DRC - PR - 24/MEB Instructor	1/23/2017	1/26/2017	8:00 AM
DRC-IN-223DRC00620620170410527	DRC - PR - 24/MEB Instructor	4/10/2017	4/13/2017	8:00 AM
DRC-MH-127DRC00605720170524145	DRC - Resolving Ethical Dilemmas: The Reasoning Process	5/24/2017	5/24/2017	8:00 AM
DRC-IN-151DRC00691220160908918	DRC - Security Threat Groups - Advanced	9/8/2016	9/9/2016	8:00 AM
DRC-IN-151DRC00604720161215187	DRC - Security Threat Groups - Advanced	12/15/2016	12/16/2016	8:00 AM
DRC-IN-151DRC00604720170316189	DRC - Security Threat Groups - Advanced	3/16/2017	3/17/2017	8:00 AM
DRC-IN-151DRC00604720170615190	DRC - Security Threat Groups - Advanced	6/15/2017	6/16/2017	8:00 AM
DRC-IS-144DRC00604620160818139	DRC - ServSafe Food Protection Manager Training	8/18/2016	8/25/2016	8:00 AM
DRC-TR-101DRC00604720160801132	DRC - Transportation 40 Hour Basic	8/1/2016	8/5/2016	8:00 AM
DRC-TR-101DRC00604720160926134	DRC - Transportation 40 Hour Basic	9/26/2016	9/30/2016	8:00 AM
DRC-TR-101DRC00604720161114135	DRC - Transportation 40 Hour Basic	11/14/2016	11/18/2016	8:00 AM
DRC-TR-101DRC00604720170306136	DRC - Transportation 40 Hour Basic	3/6/2017	3/10/2017	8:00 AM
DRC-TR-101DRC00604720170605138	DRC - Transportation 40 Hour Basic	6/5/2017	6/9/2017	8:00 AM
DRC-TR-102DRC00605420161024117	DRC - Transportation Instructor	10/24/2016	10/26/2016	8:00 AM
DRC-AA-142DRC00605520160816944	DRC - Word 2013	8/16/2016	8/16/2016	8:00 AM
DRC-AA-142DRC00605520161101945	DRC - Word 2013	11/1/2016	11/1/2016	8:00 AM
DRC-AA-142DRC00605520170307946	DRC - Word 2013	3/7/2017	3/7/2017	8:00 AM
DRC-AA-142DRC00605520170502947	DRC - Word 2013	5/2/2017	5/2/2017	8:00 AM