

SECTION **12**

Control of Persons/Prisoners/Mentally III

12.1 – 12.7 COMPETENCY REQUIREMENTS

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Note to Administrators

In order for POST to review and approve your agency's *Field Training Guide*, you **MUST** submit the following electronic files:

- 1) The POST FTP Approval Checklist ([Form 2-230](#))
- 2) Your department's *Policy & Procedure Manual*
- 3) Your completed Guide (Volumes 1 & 2), including ALL competency requirements covered in Part 5, Sections 1–18.

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SECTION 12 CONTROL OF PERSONS/PRISONERS/MENTALLY ILL

CHECK ONE ONLY: PHASE 1 PHASE 2 PHASE 3 PHASE 4 PHASE 5

Trainee

FTO

12.1 CONTROL/SEARCHING OF PERSONS

12.1.01 Safety Tactics

The trainee shall be able to safely and effectively control (verbally and physically) one or more suspects, applying all officer safety tactics, including:

- A. Approach
- B. Cover position with vehicle(s) and person(s)
- C. Position of advantage
- D. What to watch out for
- E. Communications with cover officer/danger signals

<i>Reference(s):</i>					Case # (If applicable)	Incident #		
	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?
	When completed, print full name	Date	When completed, print full name	Date		When completed, print full name	Date	
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<i>Comments (field will expand automatically)</i>								

Additional Information:

12.1.01	Part A - Reference Agency Policies/Procedures, if applicable <i>(600 characters maximum)</i>	<input type="checkbox"/> N/A
Reference the following Antioch Police Policy(ies):		
300 (Use of Force), 301 (Handcuffing and Restraints), 302 (Control Devices and Techniques)		

12.1.01 Part B - Agency Training Details *(field will expand automatically)*

The contact officer is the officer initiating the action and is responsible for conducting the contact, including dealing with the situation, suspect(s), victim(s), witness(es), and reporting party(ies). Officer safety is a primary responsibility of all peace officers at all times. The contact officer should never rely solely on the cover officer for protection. The officers may decide to switch roles if it is tactically advantageous or one officer has specialized training in a particular area, such as drug recognition, rapport with the suspect, or bilingualism.

- Responsibilities of contact officer:

- Initiating action and handling the situation

- Conducting the essential business required, including: Alerting cover officer that a weapon or contraband is located on the suspect – Conducting thorough systematic pat and/or custody searches – Maintaining control of the suspect – Recovering evidence and contraband – Recording necessary suspect or incident information

- A field interview is the temporary detention of a person for the purposes of investigating an unusual activity which reasonably infers criminal activity. A field interview occurs when an officer uses legal authority to either compel an individual to halt, to remain in a certain place, or to perform some act (such as walking to a nearby location where the contact officer can use a radio). Since a field interview is typically based on suspicious activity that relates to a crime, officers should fill out a field interview card. Officers initiating a field interview should maintain a detailed record of the specific facts and circumstances that justify the stop. All facts, circumstances, and observations should be recorded. Officers shall carry and use FI cards when on patrol or conducting investigations. Anytime an officer conducts a consensual encounter or detains a suspect and an incident report is not required, an FI card should be filled out for each subject.

- The contact officer is responsible for the radio communications with dispatch to advise of location and status, run subjects, and receive information.

- Writing traffic or misdemeanor citations. Citations may be issued when an officer believes it is appropriate. It is essential that officers fully explain the rights and requirements imposed on motorists upon issuance of a citation for a traffic violation.

- Writing required incident reports. As the officer initiating the action, the contact officer is responsible for writing all required reports arising from the contact, whether force is used, or a crime is charged.

12.1.02 Search Techniques								
The trainee shall be able to demonstrate effective search techniques for both male and female suspects, including:								
A. Constant alertness, including keeping hands in view				C. Standing, kneeling, and prone position searches				
B. Maintaining control and position of advantage				D. Safeguarding of weapons				
<i>Reference(s):</i>						Case # (If applicable)	Incident #	
	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?
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Additional Information:

12.1.02	Part A - Reference Agency Policies/Procedures, if applicable <i>(600 characters maximum)</i> Reference the following Antioch Police Policy(ies): 308 (Search and Seizure), 903 (Custodial Searches)	<input type="checkbox"/> N/A
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12.1.02	Part B - Agency Training Details <i>(field will expand automatically)</i> During the administrative training week, the trainee shall attend a P.O.S.T. certified arrest and control course taught by APD certified instructors and demonstrate they are proficient in the areas listed above. Refer to Section 18- Arrest and Control for further details.	
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12.1.03 Searching the Opposite Sex								
The trainee shall review and explain agency policy regarding searching individuals of the opposite sex.								
Reference(s):						Case # (If applicable)	Incident #	
	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?
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Trainee:								
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Additional Information:

12.1.03	Part A - Reference Agency Policies/Procedures, if applicable (600 characters maximum) Reference the following Antioch Police Policy(ies): 308 (Search and Seizure), 903 (Custodial Searches)	<input type="checkbox"/> N/A
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12.1.03	Part B - Agency Training Details (field will expand automatically) During the administrative training week, the trainee shall attend a P.O.S.T. certified arrest and control course taught by APD certified instructors and demonstrate they are proficient in the areas listed above. Refer to Section 18- Arrest and Control for further details.
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12.2 HANDCUFFING								
12.2.01 Purpose of Handcuffing								
The trainee shall identify the purposes of handcuffing. These shall minimally include the temporary restraint of a suspect to prevent:								
A. Attack				C. Destruction or concealment of evidence or contraband				
B. Escape								
Reference(s):						Case # (If applicable)	Incident #	
	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?
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Trainee:								
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Additional Information:

12.2.01	Part A - Reference Agency Policies/Procedures, if applicable (600 characters maximum) Reference the following Antioch Police Policy(ies): 301 (Handcuffing and Restraints)	<input type="checkbox"/> N/A
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12.2.01 Part B - Agency Training Details *(field will expand automatically)*

Restraint devices, such as handcuffs, the WRAP and flex cuffs, are safety devices for both the officer and the prisoner. Handcuffs, the WRAP and flex cuffs inhibit/limit movement, but they do not provide total control. It is important to remember that all restraint devices are temporary restraining devices used to limit a prisoner's actions; restraint devices do not totally immobilize a subject.

Officers are responsible for their prisoners at all times while in custody. Restraint devices are used to minimize the following events:

- Attack on the officer or others.
- Escape of the prisoner.
- Destruction or concealment of evidence or contraband.
- Self-inflicted injury by the subject.
- Combat between prisoners.

When an officer is removing handcuffs or other restraint devices from a prisoner, the officer's attention is split between the prisoner and his or her hands and arms and control of the handcuffs or other restraint devices and mechanism used to remove the restraint device (handcuff key, flex cuff cutters, etc.). If the WRAP restraint device is used, it should not be removed in the field except in a medical emergency. Prisoners placed in the WRAP should be transported directly to county jail before removing the WRAP.

12.2.02 Handcuffing/Restraint Device Principles
 The trainee shall discuss various handcuffing principles that should be met in order to reasonably guarantee the temporary restraint of a suspect. The principles shall minimally include:

- A. Control of the suspect(s) and the handcuffs
- B. Proper positioning of the suspect’s hands, key outlets, and double locking mechanisms
- C. Reasonable degree of tightness
- D. Observation of restrained suspects
- E. Other approved restraints devices (e.g., flex cuffs, hobbles, etc.)
- F. Safe and controlled removal of handcuffs and other restraint devices

<i>Reference(s):</i>						<i>Case # (If applicable)</i>	<i>Incident #</i>	
	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?
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Additional Information:

12.2.02 Part A - Reference Agency Policies/Procedures, if applicable (600 characters maximum) N/A

Reference the following Antioch Police Policy(ies):

301 (Handcuffing and Restraints)

12.2.02 Part B - Agency Training Details (field will expand automatically)

During the administrative training week, the trainee shall attend a P.O.S.T. certified arrest and control course taught by APD certified instructors and demonstrate they are proficient in the areas listed above. Refer to Section 18- Arrest and Control for further details.

12.2.03 Agency Policy Regarding Handcuffing Prisoners								
The trainee shall review and explain the agency policy regarding the handcuffing of prisoners, including males, females, juveniles, mentally ill, pregnant females, and all other types of detainees/prisoners.								
Reference(s):						Case # (If applicable)	Incident #	
	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?
	When completed, print full name	Date	When completed, print full name	Date		When completed, print full name	Date	
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Additional Information:

12.2.03	Part A - Reference Agency Policies/Procedures, if applicable <i>(600 characters maximum)</i> Reference the following Antioch Police Policy(ies): 301 (Handcuffing and Restraints)	<input type="checkbox"/> N/A
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12.2.03	Part B - Agency Training Details <i>(field will expand automatically)</i> During the administrative training week, the trainee shall attend a P.O.S.T. certified arrest and control course taught by APD certified instructors and demonstrate they are proficient in the areas listed above. Refer to Section 18- Arrest and Control for further details.
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12.2.04 Handcuffing and Transporting Single or Multiple Suspects								
The trainee shall be able to safely and effectively handcuff single or multiple suspects and, if necessary, transport single and multiple suspects away from an arrest scene.								
Reference(s):						Case # (If applicable)	Incident #	
	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?
	When completed, print full name	Date	When completed, print full name	Date		When completed, print full name	Date	
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Additional Information:

12.2.04 Part A - Reference Agency Policies/Procedures, if applicable <i>(600 characters maximum)</i>	<input checked="" type="checkbox"/> N/A
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12.2.04 Part B - Agency Training Details <i>(field will expand automatically)</i>
The ability to safely and effectively handcuff, control, and transport single and multiple suspects, at and away from an arrest or crime scene is a necessary skill set for an officer. Individuals about to lose their freedom because they are facing imminent arrest display a variety of emotions and behaviors which are difficult –at best – to anticipate. No two arrests are the same, yet it is easy to become complacent thinking arrests are just another routine task. It is important that officers maintain and use all officer safety tactics when making arrests and not get complacent regardless of the severity of the crime, demeanor of the persons to be arrested, or any other factors surrounding the arrest situation. Officers shall be cognizant of the need to call for assistance if multiple arrests are imminent.

12.3 LEGAL RESPONSIBILITIES AND REQUIREMENTS WITH PRISONERS								
12.3.01 Protecting Prisoners The trainee shall review and explain the legal responsibilities for protecting prisoners.								
<i>Reference(s):</i>						Case # (If applicable)	Incident #	
	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?
	When completed, print full name	Date	When completed, print full name	Date		When completed, print full name	Date	
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Additional Information:

12.3.01	Part A - Reference Agency Policies/Procedures, if applicable (600 characters maximum) Reference the following Antioch Police Policy(ies): 900 (Temporary Holding Facility), 901 (Temporary Custody of Adults), 902 (Temporary Custody of Juveniles)	<input type="checkbox"/> N/A
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12.3.01 Part B - Agency Training Details *(field will expand automatically)*

All police officers have certain general responsibilities in a custodial situation. These general responsibilities include:

- Assuring that there is a lawful basis for custody.
- Protecting the constitutional and statutory rights of the arrested person while that person is in the officer’s charge.
- Maintaining the care, custody, and safety of the arrested person until that person is processed into a local detention facility.
- Maintaining officer and public safety.
- Handling those responsibilities necessary to facilitate the processing of the arrested person into a detention facility.

Officers who have responsibility for arrested persons are liable for the safekeeping and standard of care of those persons. Failure to uphold the expected level of care under the provisions of state and federal laws or the callous disregard for an arrested person’s safety will subject officers to:

- Departmental discipline.
- State prosecution for violation of penal code statutes.
- Federal prosecution for violation of federal civil rights laws.
- Civil lawsuits which may include punitive damages levied directly against individual officers.

12.3.02 Prisoner Provisions

The trainee shall discuss the legal responsibilities for providing prisoners with shelter, food, and medical care.

<i>Reference(s):</i>					Case # (If applicable)	Incident #		
	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?
	When completed, print full name	Date	When completed, print full name	Date		When completed, print full name	Date	
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Trainee:								
<i>Comments (field will expand automatically)</i>								

Additional Information:**12.3.02 Part A - Reference Agency Policies/Procedures, if applicable** (600 characters maximum) N/A

Reference the following Antioch Police Policy(ies):

900 (Temporary Holding Facility)

12.3.02 Part B - Agency Training Details (field will expand automatically)

Officers are responsible for the security and well-being of all prisoners in their care. This includes seeking or providing medical care when necessary.

Officers must always remember that they have a responsibility to ensure that sick or injured persons receive appropriate medical attention. It may be difficult for an arresting or transporting officer to determine if an arrested person's complaint of illness or injury is real. A complaint of illness or injury may be used by an arrested person as a means to improve the opportunity to escape or gain special attention or treatment. Officers must weigh issues of officer safety, the reasonableness of the complaint or request for aid and individual circumstances surrounding the situation.

Additionally, arrestees shall not be subject to inhumane or oppressive treatment as willfully doing so would be in violation of California Penal Code 147 and may possibly violate federal civil rights laws. Such inhumane or oppressive treatment can include withholding basic necessities such as food, water, medical care, privileges without reason, taunting or verbal abuse, and unnecessary exposure to extreme heat, cold, or other weather conditions.

12.3.03 Prisoner’s Right to Make Calls								
The trainee shall review and explain prisoners’ rights to telephone calls.								
Reference(s):						Case # (If applicable)	Incident #	
	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?
	When completed, print full name	Date	When completed, print full name	Date		When completed, print full name	Date	
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Additional Information:

12.3.03	Part A - Reference Agency Policies/Procedures, if applicable <i>(600 characters maximum)</i> Reference the following Antioch Police Policy(ies): 900 (Temporary Holding Facility)	<input type="checkbox"/> N/A
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12.3.03	Part B - Agency Training Details <i>(field will expand automatically)</i> PC 851.5(a): Immediately upon being booked and, except where physically impossible, no later than three hours after the arrest, an arrested person has the right to make at least three completed telephone calls at no expense if the calls are completed to telephone numbers within the local calling area or at his or her own expense if outside the local calling area. The trainee will demonstrate to his/her FTO they understand APD policy 900 as it relates to prisoner property.
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12.3.04 Property Receipts								
The trainee shall explain the requirements for issuing property receipts.								
Reference(s):						Case # (If applicable)	Incident #	
	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?
	When completed, print full name	Date	When completed, print full name	Date		When completed, print full name	Date	
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Trainee:								
Comments <i>(field will expand automatically)</i>								

Additional Information:

12.3.04	Part A - Reference Agency Policies/Procedures, if applicable <i>(600 characters maximum)</i> Reference the following Antioch Police Policy(ies): 900 (Temporary Holding Facility)	<input type="checkbox"/> N/A
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12.3.04	Part B - Agency Training Details <i>(field will expand automatically)</i> PC 4003: Whenever any weapon or other personal property is taken from an arrested person, it shall be the duty of the desk clerk or other proper officer of any city, county or city and county jail, to which such person is committed for detention, to give a receipt to such person without delay for the property taken. The trainee will demonstrate to his/her FTO they understand APD policy 900 as it relates to prisoner property.
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12.3.05 Local Policy/Legal Aspects of Prisoners’ Rights and Privileges The trainee shall review and explain local policy and the legal aspects pertaining to the rights and privileges of prisoners, including the constitutional rights of prisoners while in custody.								
Reference(s):						Case # (If applicable)	Incident #	
	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?
	When completed, print full name	Date	When completed, print full name	Date		When completed, print full name	Date	
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Additional Information:

12.3.05 Part A - Reference Agency Policies/Procedures, if applicable <i>(600 characters maximum)</i> Reference the following Antioch Police Policy(ies): 900 (Temporary Holding Facility)	<input type="checkbox"/> N/A
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12.3.05 Part B - Agency Training Details *(field will expand automatically)*

Officers are bound to protect the rights of all persons as guaranteed in the Amendments to the Constitution. Although arrested persons no longer have the right to the freedom of movement, they do retain other rights and protections under the law. Although a person who has been lawfully arrested and is under the custody of an officer relinquishes the right to freedom of movement, certain other rights remain. The following table identifies the rights afforded to persons who are in the lawful custody of an officer.

First Amendment – Freedom of Religion, The right to worship or not worship, within reasonable limitations, cannot be denied to persons who are in custodial situations. Freedom of Speech, The right to free speech, within limits, is not denied to persons in custodial situations.

Sixth Amendment – Right to a Speedy Trial/Right to Legal Counsel, A person's rights concerning the due process of the law cannot be infringed upon even while that person is in a custodial situation.

Eighth Amendment – Protection from Cruel and Unusual Punishment, Prisoners have the same legal rights as other persons to humane treatment. Unnecessary or inhumane force against prisoners is strictly prohibited.

Fourteenth Amendment – Right to Due Process of the Law, A person's right to due process under the judicial system begins at the time of the arrest and cannot be denied while that person is under the custody of officers. Right to Equal Protection, Officers must apply the law equally regardless of race, creed, nationality, religious preference or national origin.

Persons under the custody of officers are also afforded a number of statutory rights and protections. The following table identifies a number of statutes related to such rights.

825 PC: The right of a prisoner's attorney to visit the prisoner.

825.5 PC: The right to any physician, surgeon, psychologist or psychiatrist who is employed by the prisoner or the prisoner's attorney to visit the prisoner for the purpose of assisting in the prisoner's defense.

851.5 PC: The right to make at least three local telephone calls within the first three hours of the arrest.

2601 PC: The right to retain certain civil rights which include the right to the following:

- Inherit, own, sell or convey real or personal property.
- Correspond confidentially with a member of the State Bar or public office.
- Purchase, receive and read newspapers, periodicals and books accepted for distribution by the U.S. Postal Service, with some limitations.
- Initial civil actions.
- Marry.
- Create a power of appointment.
- Make a will.

4027 PC: The reasonable opportunity to exercise religious freedom

12.3.06 Willful Inhumanity or Oppression toward Prisoners								
The trainee shall identify the provisions pertaining to willful inhumanity or oppression toward prisoners in the custody of an officer.								
Reference(s): , POST Learning Domain 31 - Custody						Case # (If applicable)	Incident #	
	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?
	When completed, print full name	Date	When completed, print full name	Date		When completed, print full name	Date	
FTO:					<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test			<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
Trainee:								
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Additional Information:

<p>12.3.06 Part A - Reference Agency Policies/Procedures, if applicable <i>(600 characters maximum)</i></p> <p>Reference the following Antioch Police Policy(ies):</p> <p>900 (Temporary Holding Facility)</p>	<input type="checkbox"/> N/A
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<p>12.3.06 Part B - Agency Training Details <i>(field will expand automatically)</i></p> <p>(Penal Code 147) Prisoners have the same legal rights to humane treatment as other citizens. Officers are prohibited from using inhumane or oppressive treatment against prisoners in their custody. California Penal Code Section 147 states that every officer who is guilty of willful inhumanity or oppression toward any prisoner under his or her care or in his or her custody is punishable by a fine and removal from office.</p> <p>The trainee will demonstrate to his/her FTO they understand APD policy 900 as it relates to the APD temporary holding facility.</p>	
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12.4 TRANSPORTING PRISONERS

12.4.01 Agency Policy

The trainee shall review and explain the agency’s policy regarding the transportation of prisoners. This explanation shall minimally include:

- A. Prisoners restrained with specialty devices (e.g., hobble, expectorant shields, etc.)
- B. Sick, injured, mentally ill, physically challenged, or pregnant prisoners
- C. Juveniles with/without adults
- D. Females
- E. Use of seat belts
- F. Search of area where prisoner is to be placed prior to transportation
- G. Search of area where prisoner has been following transportation
- H. Proper positioning of officer(s) and prisoner(s) within the vehicle
- I. Close and constant observation of prisoner(s)

<i>Reference(s):</i>					Case # (If applicable)	Incident #		
	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?
	When completed, print full name	Date	When completed, print full name	Date		When completed, print full name	Date	
FTO:					<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test			<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
Trainee:								
Comments <i>(field will expand automatically)</i>								

Additional Information:

12.4.01 Part A - Reference Agency Policies/Procedures, if applicable (600 characters maximum) N/A

Reference the following Antioch Police Policy(ies):

900 (Temporary Holding Facility)

12.4.01 Part B - Agency Training Details *(field will expand automatically)*

The time between a suspect's arrest and incarceration is critical. A prisoner facing the loss of freedom can be extremely dangerous. If officers relax their vigilance during the transportation of a prisoner, that prisoner could become a safety threat to the officers or attempt to escape.

The unpredictable nature of prisoners creates a serious threat to officers while removing them from the scene of an arrest. Because a prisoner may submit peacefully at the time of arrest does not guarantee that the same prisoner will not resort to violence or trickery to escape.

When transporting a prisoner, officers are responsible for the following:

- The safety of themselves, fellow officers and others in the immediate area.
- Minimize any opportunity the prisoner may have to escape.
- The welfare and safety of the prisoner.
- Obtaining medical evaluation for the prisoner when needed.

Before transport, all prisoners shall be searched by an officer for possible weapons – ideally the transporting officer will conduct the search after the arresting officer has also completed one. Any articles that can be potentially used as a weapon or are considered contraband shall be confiscated. Once the prisoner is in the vehicle, the prisoner is the responsibility of the transporting officer.

Officers shall always search the area where the prisoner will be seated prior to placing the prisoner in the area. The officer shall also search the area after transport. This is key to officer safety. Tools, flares, flashlights, pens, pencils or a weapon hidden by a previous prisoner could be found and used by a prisoner against an officer or to cause self-inflicted harm.

Any prisoner, whether male or female, adult or juvenile, should be properly restrained prior to transport. Normally, prisoners should be handcuffed with their hands behind their backs, barring special circumstances such as an arm in a cast, excessively obese, or pregnant. Handcuffs shall always be double checked for proper adjustment and to ensure they are double locked, exigent circumstances excepted.

Prisoners should be seated in an upright position and wear seatbelts during transportation. The seatbelt should be fastened in a manner that reduces possible injury to the prisoner. Seat belts help restrain the prisoner and increase the safety of the prisoner in case of an accident.

Officers must closely observe prisoners during transport. Officers must assume that any prisoner is an escape risk and a threat to officer safety. Prisoners should be positioned to ensure the safety and welfare of the officers and prisoners and to allow for clear observation of the prisoners.

The trainee will demonstrate to his/her FTO they understand APD policy 900 as it relates to prisoner transport and entry into the APD temporary holding facility.

12.4.02 Transport of Prisoner(s) in a Patrol Vehicle
 Given situations in which prisoners must be transported in a patrol vehicle, the trainee shall safely place the handcuffed (if according to agency policy) prisoners into the vehicle and safely transport the prisoners to the predetermined destination.

Reference(s): Case # (If applicable) Incident #

	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?
	Signature	Date	Signature	Date		Signature	Date	
FTO:					<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test			<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
Trainee:								

Comments:

	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?
	When completed, print full name	Date	When completed, print full name	Date		When completed, print full name	Date	
FTO:					<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test			<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
Trainee:								

Comments (field will expand automatically)

Additional Information:

12.4.02 Part A - Reference Agency Policies/Procedures, if applicable (600 characters maximum) N/A
 Reference the following Antioch Police Policy(ies):
 900 (Temporary Holding Facility)

12.4.02 Part B - Agency Training Details (field will expand automatically)
 The trainee will properly transport a prisoner in their patrol vehicle.

12.4.03 Prior to Booking a Prisoner The trainee will review and explain the legal constraints, agency policy and procedure, and custody facility requirements relative to medical clearance/approval prior to booking.								
Reference(s):						Case # (If applicable)	Incident #	
	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?
	When completed, print full name	Date	When completed, print full name	Date		When completed, print full name	Date	
FTO:					<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test			<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
Trainee:								
Comments <i>(field will expand automatically)</i>								

Additional Information:

12.4.03	Part A - Reference Agency Policies/Procedures, if applicable <i>(600 characters maximum)</i> Reference the following Antioch Police Policy(ies): 900 (Temporary Holding Facility)	<input type="checkbox"/> N/A
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12.4.03	Part B - Agency Training Details <i>(field will expand automatically)</i> The trainee will demonstrate to his/her FTO they understand APD policy 900 as it relates to the APD temporary holding facility and medical screening of prisoners.
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12.5 BOOKING PRISONERS								
12.5.01 Booking Juveniles								
The trainee shall explain how to properly book a juvenile prisoner in conformance with agency policy, legal codes, and minimum jail standards, including:								
A. Miranda advisement				F. Requirements pertaining to confinement of a child under 16 years of age with an adult accused or convicted of a crime				
B. Right to phone calls				G. Custody alternatives				
C. What notifications are required								
D. Secure/non-secure detention of juveniles								
E. Strip search of juveniles								
Reference(s):						Case # (If applicable)	Incident #	
	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?
	When completed, print full name	Date	When completed, print full name	Date		When completed, print full name	Date	
FTO:					<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test			<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
Trainee:								
Comments <i>(field will expand automatically)</i>								

Additional Information:

12.5.01	<p>Part A - Reference Agency Policies/Procedures, if applicable (600 characters maximum)</p> <p>Reference the following Antioch Police Policy(ies):</p> <p>900 (Temporary Holding Facility), 901 (Temporary Custody of Adults), 902 (Temporary Custody of Juveniles)</p>	<input type="checkbox"/> N/A
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12.5.01 Part B - Agency Training Details *(field will expand automatically)*

Miranda applies the same to minors as adults. The courts have found no difference in application. A juvenile does not have the right to have an adult present and any request for one is not automatically either an invocation of the right to silence or the right to an attorney. However, California has 625 W&I that requires officers to give Miranda warnings “in any case where a juvenile is taken into temporary custody.” This requirement exists even when the juvenile is not going to be interrogated. If the juvenile is not going to be interrogated, the statute does not require that the minor understands the warnings or any waiver of the rights, but rather just the advisements.

A number of California legal codes address juvenile offenses. A list of the most common codes are as follows:

- 206 W&I: Juveniles detained per 300 W&I shall be housed in non-secure facilities and separate from juveniles detained for 601 W&I or 602 W&I.
- 207 W&I: Juveniles detained per 601 W&I, except for 601(b) W&I, he/she shall be housed in a sheltered-care facility or a non-secure facility.
- 207.1 W&I: Juveniles detained per 707 W&I may be detained in a jail or other secure facility.
- 207.2 W&I: Juveniles being held in temporary custody in a law enforcement facility that contains a lock-up area for adults may be released to a parent, guardian or responsible relative or to his/her own custody.
- 300 W&I: A juvenile who is victim of neglect, mistreatment, or in need of protective custody; if detained, must be in a non-secure facility.
- 305 W&I (Authority for Temporary Custody): A peace officer has the authority to take into temporary custody, without a warrant, a minor who has immediate need for medical care, is in immediate danger of physical or sexual abuse, or has been left unattended or is in a physical environment which may pose an immediate threat to the minor’s health and safety.
- 601 W&I: A juvenile runaway or beyond parental control; if arrested, shall not be in secure facility.
- 602 W&I: A juvenile violating criminal law may be held in a secure facility.
- 625 W&I (Authority for Temporary Custody): A peace officer has the authority to take into temporary custody, without a warrant, a minor who comes into the jurisdiction of the court (601 or 602 W&I), is the ward of the court who has violated a court order or escaped from a court ordered commitment, or is found in a public place suffering from any sickness or injury which requires medical treatment.
- 626 W&I: Juveniles taken into temporary custody per 625 W&I may be release or delivered/referred to an agency that provides shelter, care, counseling and/or diversion services to minors.
- 626.5 W&I: If juveniles taken into temporary custody per 625 W&I are later determined that they need to be brought to the attention of the juvenile court, the officer may prepare a written notice to appear or bring the minor to a juvenile probation officer.
- 627 W&I: A peace officer must take immediate steps to notify the juvenile’s parent, guardian or a responsible relative that the juvenile is in custody, the location where the juvenile is being held, and the intended disposition.
- 707 W&I: A juvenile adjudication must constitute a violent or serious felony in order to count as a strike.
- 48906 Education Code: School official must notify parent or guardian of juvenile when that juvenile is removed from the campus by a peace officer.
- 48260 – 66 Education Code: Secure and non-secure detention of juveniles.

The trainee will review the policy regarding juvenile arrests and detentions.

12.5.02 Jail Facility								
The trainee shall acquire (preferably through a tour) an understanding of the basic functions, layout, organization, and staffing of the jail facility his/her agency utilizes most often.								
Reference(s):						Case # (If applicable)	Incident #	
	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?
	When completed, print full name	Date	When completed, print full name	Date		When completed, print full name	Date	
FTO:					<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test			<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
Trainee:								
Comments <i>(field will expand automatically)</i>								

Additional Information:

12.5.02	Part A - Reference Agency Policies/Procedures, if applicable <i>(600 characters maximum)</i> Reference the following Antioch Police Policy(ies): 900 (Temporary Holding Facility), 901 (Temporary Custody of Adults), 902 (Temporary Custody of Juveniles)	<input type="checkbox"/> N/A
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12.5.02	Part B - Agency Training Details <i>(field will expand automatically)</i> The trainee will be given a tour of the APD temporary holding facility and familiarized with layout for adult and juvenile arrestees.
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12.5.03 Securing Weapons Prior to Entering Custody Facility								
The trainee will review and explain reasons and procedures for securing his/her weapon prior to entering any custody facility.								
Reference(s):						Case # (If applicable)	Incident #	
	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?
	When completed, print full name	Date	When completed, print full name	Date		When completed, print full name	Date	
FTO:					<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test			<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
Trainee:								
Comments <i>(field will expand automatically)</i>								

Additional Information:

<p>12.2.03 Part A - Reference Agency Policies/Procedures, if applicable <i>(600 characters maximum)</i></p> <p>Reference the following Antioch Police Policy(ies):</p> <p>900 (Temporary Holding Facility)</p>	<input type="checkbox"/> N/A
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<p>12.2.03 Part B - Agency Training Details <i>(field will expand automatically)</i></p> <p>The FTO will show the trainee where to properly secure a weapon prior to processing a suspect at the APD temporary holding facility and booking a suspect into jail upon transfer to the Contra Costa County MDF.</p>
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12.5.04 Booking Documents/Procedures
 The trainee shall demonstrate his/her ability to complete the proper procedure of booking an inmate into a facility, including:

- A. Complete and accurate pre-booking form, receiving sheet, and/or probable cause declaration/statement to include charges and subsections
- B. Confirm arrestee is adult versus juvenile
- C. Valid court and/or warrant paperwork
- D. Inmate is medically screened and has medical clearance and approval form
- E. Physical condition as to injuries and/or current medical problems (delirium tremens, heart problems, etc.)

<i>Reference(s):</i>					Case # (If applicable)	Incident #		
	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?
	When completed, print full name	Date	When completed, print full name	Date		When completed, print full name	Date	
FTO:					<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test			<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
Trainee:								
Comments <i>(field will expand automatically)</i>								

Additional Information:

12.5.04 Part A - Reference Agency Policies/Procedures, if applicable (600 characters maximum) N/A

Reference the following Antioch Police Policy(ies):

900 (Temporary Holding Facility)

12.5.04 Part B - Agency Training Details (field will expand automatically)

The FTO will observe the trainee properly book a suspect into the APD temporary holding facility and the Contra Costa County MDF.

12.5.05 Booking Adult Prisoners
 The trainee shall explain how to properly book adult prisoners in conformance with agency policy, legal codes, and minimum jail standards, including:

A. Alcoholics	E. Escape Risks
B. Narcotic/Drug Users	F. Non-conformists
C. Mentally Ill	G. Civil Bookings
D. Sex Offenders	

<i>Reference(s):</i>				Case # (If applicable)	Incident #			
	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?
When completed, print full name	Date	When completed, print full name	Date	When completed, print full name	Date			
FTO:				<input type="checkbox"/> Field Perform		<input type="checkbox"/> Field Perform		
				<input type="checkbox"/> Role Play		<input type="checkbox"/> Role Play		
Trainee:				<input type="checkbox"/> Written Test		<input type="checkbox"/> Written Test		
				<input type="checkbox"/> Verbal Test		<input type="checkbox"/> Verbal Test		
<i>Comments (field will expand automatically)</i>								

Additional Information:

12.5.05 Part A - Reference Agency Policies/Procedures, if applicable (600 characters maximum) N/A

Reference the following Antioch Police Policy(ies):

900 (Temporary Holding Facility), 901 (Temporary Custody of Adults)

12.5.05 Part B - Agency Training Details (field will expand automatically)

APD officers only participate in the pre-booking process at the Contra Costa County MDF and do not classify prisoners once custody has been turned over to staff at MDF.

12.5.06 Other Types of Prisoners
 The trainee shall identify other prisoners who may warrant special consideration, including:

A. Injured or sick	E. Current or former peace officers, judges, etc.
B. Females (including pregnant females)	F. High-profile prisoners
C. Elderly	G. Any other prisoner(s) who may need specialized classification/housing needs
D. Gang members or police informants	

Reference(s):						Case # (If applicable)	Incident #	
	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?
	When completed, print full name	Date	When completed, print full name	Date		When completed, print full name	Date	
FTO:					<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test			<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
Trainee:								
Comments (field will expand automatically)								

Additional Information:

12.5.06 Part A - Reference Agency Policies/Procedures, if applicable (600 characters maximum) N/A

Reference the following Antioch Police Policy(ies):

900 (Temporary Holding Facility), 901 (Temporary Custody of Adults), 902 (Temporary Custody of Juveniles)

12.5.06 Part B - Agency Training Details (field will expand automatically)

APD officers only participate in the pre-booking process at the Contra Costa County MDF and do not classify prisoners once custody has been turned over to staff at MDF.

12.5.07 Inmate Classification
 The trainee shall explain the concept of inmate classification, to include:

A. Sex	E. Assaultive behavior
B. Age	F. Medical disabilities
C. Criminal sophistication	G. Gang affiliation
D. Seriousness of offense	H. Overt sexual behavior

Reference(s): Case # (If applicable) Incident #

	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?
	When completed, print full name	Date	When completed, print full name	Date		When completed, print full name	Date	
FTO:					<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test			<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
Trainee:								

Comments *(field will expand automatically)*

Additional Information:

12.5.07 Part A - Reference Agency Policies/Procedures, if applicable (600 characters maximum) N/A

Reference the following Antioch Police Policy(ies):

900 (Temporary Holding Facility), 901 (Temporary Custody of Adults), 902 (Temporary Custody of Juveniles)

12.5.07 Part B - Agency Training Details (field will expand automatically)

APD officers only participate in the pre-booking process at the Contra Costa County MDF and do not classify prisoners once custody has been turned over to staff at MDF.

12.5.08 Legalities of Prisoner/Inmate Searches
 The trainee shall review and explain the legalities of prisoner/inmate searches, including:

- A. Search by same sex
- B. Clothed search
- C. Strip or skin search, including documentation

Reference(s): Case # (If applicable) Incident #

	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?
	When completed, print full name	Date	When completed, print full name	Date		When completed, print full name	Date	
FTO:					<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test			<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
Trainee:								

Comments *(field will expand automatically)*

Additional Information:

12.5.08 Part A - Reference Agency Policies/Procedures, if applicable *(600 characters maximum)* N/A

Reference the following Antioch Police Policy(ies):

900 (Temporary Holding Facility), 901 (Temporary Custody of Adults), 902 (Temporary Custody of Juveniles), 903 (Custodial Searches)

12.5.08 Part B - Agency Training Details *(field will expand automatically)*

Normally, the decision to search a member of the opposite sex should be based on the same criteria as a search of a person of the same sex. This includes, but is not limited to, the following:

- Nature of the crime.
- Was it a crime involving force or threat of force?
- Presence of a weapon.
- Is there an indication that a weapon was used to commit the crime?
- Appearance of the subject.
- Could the subject’s clothing reasonably conceal a weapon?
- Known facts about the subject.
- Is the subject known to carry a weapon?

Pat searches should be conducted by officers of the same sex as the person to be searched, whenever possible. Pat searches of transgender persons should be conducted by an officer with the same genitalia.

A prisoner may be strip searched prior to booking only if there is reasonable suspicion and supervisor approval in writing of the strip search prior to the search. All strip searches shall be conducted in a private location.

12.5.09 Prisoner Release

The trainee will review and explain methods and procedures for releasing a prisoner.

<i>Reference(s):</i>					Case # <i>(if applicable)</i>	Incident #		
	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?
	When completed, print full name	Date	When completed, print full name	Date		When completed, print full name	Date	
FTO:					<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play			<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play
Trainee:					<input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test			<input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
<i>Comments (field will expand automatically)</i>								

Additional Information:

12.8.09 Part A - Reference Agency Policies/Procedures, if applicable (600 characters maximum) N/A

Reference the following Antioch Police Policy(ies):

900 (Temporary Holding Facility), 901 (Temporary Custody of Adults), 902 (Temporary Custody of Juveniles)

12.8.09 Part B - Agency Training Details (field will expand automatically)

The trainee will review APD policy 901 as it relates to release and/or transfer of a prisoner and explain prisoner releases to their FTO.

12.5.10 Response to Jail Emergencies

The trainee shall discuss his/her agency's response, if any, to a jail emergency, including:

A. Fire C. Civil disorder
 B. Earthquake D. Escape

Reference(s):					Case # (If applicable)	Incident #		
	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?
	When completed, print full name	Date	When completed, print full name	Date		When completed, print full name	Date	
FTO:					<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play			<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play
Trainee:					<input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test			<input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
Comments (field will expand automatically)								

Additional Information:

12.5.10 Part A - Reference Agency Policies/Procedures, if applicable (600 characters maximum) N/A

Reference the following Antioch Police Policy(ies):

900 (Temporary Holding Facility), 901 (Temporary Custody of Adults), 902 (Temporary Custody of Juveniles)

12.5.10 Part B - Agency Training Details (field will expand automatically)

The trainee will review APD policy 900 as it relates to emergency procedures and explain those procedures to their FTO.

12.6 PEOPLE WITH DISABILITIES

12.6.01 Americans with Disabilities Act (ADA)

The trainee shall recognize that the ADA also covers people with developmental and mental impairments and impacts law enforcement as follows:

<p>A. Requires reasonable adjustments and modifications in policies and practices or procedures, on a case-by-case basis</p> <p>B. Prohibits the arrest of an individual for behavioral manifestations of a disability that is not criminal in nature</p>	<p>C. Requires that the safety and civil rights of people with disabilities be protected during transport and while detained</p> <p>D. Requires officers to make accommodations for persons with disabilities, except where safety is compromised</p>
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<i>Reference(s):</i>				Case # (if applicable)	Incident #			
	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?
	When completed, print full name	Date	When completed, print full name	Date		When completed, print full name	Date	
FTO:					<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test			<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
Trainee:								
<i>Comments (field will expand automatically)</i>								

Additional Information:

12.6.01 Part A - Reference Agency Policies/Procedures, if applicable (600 characters maximum)

N/A

Reference the following Antioch Police Policy(ies):

1003 (Discrimination Policy)

12.6.01 Part B - Agency Training Details *(field will expand automatically)*

It is important to remember that persons with disabilities have the same expectations as persons without disabilities when it comes to quality-of-life issues, employment and access to public services. In day-to-day contact, officers must not allow stereotypes and prejudices to cloud decisions on enforcement, intervention, and investigation. People with disabilities are not looking for sympathy, special advantages, or preferential treatment. Federal and state laws assure equality and the right to full participation for all people, regardless of disability. The Americans with Disabilities Act (ADA) requires that state and local governments make their programs and services accessible to, and usable by, people with disabilities. The Americans with Disabilities Act of 1990 (42 US Code 2101 et seq) and Rehabilitation Act of 1973, Section 504, were written to provide clear and comprehensive mandates for the elimination of discrimination against individuals with mental and physical impairments. “No qualified individual with a disability shall, on the basis of the disability, be excluded from participation in or be denied the benefits of services, programs or activities of a public entity, or be subjected to discrimination by the public entity.”

The guidelines offered by the ADA are separated under the following five categories:

• Employment • State and local government • Transportation • Public accommodations • Telecommunications

For many years, people with disabilities struggled to live in a world that paid them little attention. It was assumed that they had to somehow manage on their own. The ADA was legislated to ensure that people with disabilities are provided equal opportunity and access to services. The ADA has caused law enforcement to modify our response to incidents involving those with disabilities. People with disabilities are entitled to protection and services that are equal to the general population even if providing that level of protection and service requires additional effort. In addressing special needs, we should be careful not to confuse special with equal.

The President’s Committee on Employment of People with Disabilities has prepared a list of guidelines that will help ensure you communicate effectively and comfortably with people with disabilities:

- When talking with a person with a disability, speak and look directly at the person rather than looking at the companion or sign language interpreter.
- When introduced to a person with a disability, it is appropriate to offer to shake hands. People with limited hand use or those who wear an artificial limb can usually shake hands. Shaking hands with the left hand is an acceptable greeting.
- When meeting a person with a visual impairment, always identify yourself and others with you. When conversing in a group, remember to identify the person to whom you are speaking.
- If you offer assistance, wait until the offer is accepted, then listen to or ask for instructions.
- Treat adults as adults. Address people who have different disabilities by their first names only when extending the same familiarity to all others. Never patronize people who use wheelchairs by patting them on the head or shoulder.
- Leaning or hanging on a person’s wheelchair is like leaning or hanging on a person and is generally considered annoying. The chair is part of the personal body space of the person who uses it.
- Listen attentively when you’re talking with a person who has difficulty speaking. Be patient and wait for the person to finish rather than correcting or speaking for the person. If necessary, ask short questions that require short answers or a nod or shake of the head. Never pretend to understand if you are having difficulty doing so. Instead, repeat what you have understood and allow the person to respond. The response will clue you in and guide your understanding.
- When speaking with a person in a wheelchair or a person who uses crutches, do not assume a “condescending position” by standing too close to the person or by leaning over him or her. There is also an officer safety factor involved in this position. To help facilitate the conversation, try to maintain eye contact as you would when talking to a person without a disability.
- To get the attention of a person who is hearing impaired, tap the person on the shoulder or wave your hand. Look directly at the person and speak clearly, slowly and expressively to determine if the person can read your lips. Not all people with a hearing impairment can lip read; for those who do, be sensitive to their needs by placing yourself so that you face the light source and keep hands, cigarettes and food from your mouth when speaking.
- Relax. Do not be embarrassed if you happen to use common expressions that seem to relate to a person’s disability, such as “See you later,” or “Did you hear about that?”

12.6.02 Behavior Due to Disabilities								
The trainee shall acknowledge that some disabilities (including intellectual disabilities, cerebral palsy, epilepsy, autism, and other neurological conditions) are not readily apparent and that sometimes people with developmental or cognitive disabilities may have little or no conscious ability to control their behavior.								
Reference(s):						Case # (If applicable)	Incident #	
FTO:	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?
	When completed, print full name	Date	When completed, print full name	Date		When completed, print full name	Date	
Trainee:					<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test			<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
Comments (field will expand automatically)								

Additional Information:

<p>12.6.02 Part A - Reference Agency Policies/Procedures, if applicable (600 characters maximum)</p>	<input checked="" type="checkbox"/> N/A
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12.6.02 Part B - Agency Training Details *(field will expand automatically)*

Section 4512(a) W&I: “Developmental disability” means a disability that originates before an individual attains 18 years of age; continues, or can be expected to continue, indefinitely; and constitutes a substantial disability for that individual. As defined by the Director of Developmental Services, in consultation with the Superintendent of Public Instruction, this term shall include intellectual disability, cerebral palsy, epilepsy, and autism. This term shall also include disabling conditions found to be closely related to intellectual disability or to require treatment similar to that required for individuals with an intellectual disability, but shall not include other handicapping conditions that are solely physical in nature.

A disability may be a physical, cognitive, mental, sensory, emotional, and developmental or a combination. A disability may be present from birth or be the result of an accident or other event. People with disabilities have the same constitutional rights and protections as everyone else. A disability is a physical or mental impairment that substantially limits a person from actively taking part in a major life activity. Major life activities are major functions that an average person can perform with little or no difficulty (e.g.: walking, seeing, hearing, speaking, thinking or concentrating, interacting with others, working).

The three types of disabilities are as follows:

- Physical Disabilities : Deaf or hard of hearing, Visual impairment, Neurologically based disorders (e.g.: Alzheimer’s, spinal cord injury, etc.), Other physical impairments (e.g.: amputation, etc.)
- Developmental disabilities: Intellectual disability, Cerebral palsy, Epilepsy, Autism, other disabling conditions (e.g.: Down’s Syndrome, Tourette’s Syndrome, etc.)
- Mental Disability: Thought disorders (e.g.: Schizophrenia, other psychotic disorders, etc.), Mood disorders (e.g.: bipolar, major depression, etc.)

Whereas physical disabilities are almost always readily apparent, developmental and mental disabilities may not be. Those with developmental or mental disabilities often cannot control their behavior – and not by any fault of their own – it is an effect of the disability they have. Officers are reminded to use proper officer safety tactics when interacting with people with disabilities and to adjust their approaches as necessary. The behaviors associated with disabilities vary by individual and the type and extent of each specific disability. General behavior indicators can include the following:

- Confusion and/or disorientation.
- Slow response to commands/directions/questions.
- Slurred speech and/or other speech disorders.
- Muscle control difficulty.
- Seizure disorders.
- Lethargy.
- Self-endangering behavior.
- Inappropriate responses to a situation.
- Lack of awareness of dangerous situations.

12.6.03 Dealing with Cognitive Impairment
 The trainee shall recognize and demonstrate effective communications for person with cognitive impairments to minimally include:

A. Give one direction or ask one question at a time
 B. Allow the person to process what you have said and respond (10-15 seconds, then repeat)
 C. Avoid questions that tell the person the answer you expect (avoid questions with yes/no answers)
 D. Repeat questions from a slightly different perspective, if necessary
 E. Avoid questions about time, complex sequences, or reasons for behavior
 F. Use concrete terms and ideas; avoid jargon or figures of speech

<i>Reference(s):</i>						Case # (If applicable)	Incident #	
	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?
	When completed, print full name	Date	When completed, print full name	Date		When completed, print full name	Date	
FTO:					<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test			<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
Trainee:								
<i>Comments (field will expand automatically)</i>								

Additional Information:

12.6.03	Part A - Reference Agency Policies/Procedures, if applicable (600 characters maximum)	<input checked="" type="checkbox"/> N/A
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12.6.03 Part B - Agency Training Details *(field will expand automatically)*

The behavior of a person with a developmental disability can be misinterpreted by the reporting party and by responding officers. If possible, officers should take time to observe the behaviors exhibited by the person in an effort to determine possible reasons for the person’s behavior. There are a number of communication techniques that officers can apply to situations where they interact with persons with cognitive impairments, including the following:

- Give one direction or ask one question at a time.
- Allow the person to process what you have said and respond (10-15 seconds, then repeat).
- Avoid questions that tell the person the answer you expect.
- Avoid yes/no questions.
- Repeat questions from a slightly different perspective if necessary.
- Avoid questions about time, complex sequences and reasons for behavior.
- Use concrete terms and ideas.
- Avoid jargon or figures of speech.

12.6.04 Non-compliance as a Warning Sign

The trainee shall explain how non-compliance is a warning sign that indicates a person may need more time to mentally grasp and respond to what is being said or asked of them and that it may be due to fear, confusion, auditory hallucinations, etc., rather than defiance.

<i>Reference(s):</i>						Case # <i>(if applicable)</i>	Incident #	
	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?
	When completed, print full name	Date	When completed, print full name	Date		When completed, print full name	Date	
FTO:					<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test			<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
Trainee:								
<i>Comments (field will expand automatically)</i>								

Additional Information:**12.6.04 Part A - Reference Agency Policies/Procedures, if applicable** (600 characters maximum) N/A**12.6.04 Part B - Agency Training Details** (field will expand automatically)

A person with cognitive impairments may not immediately comply with an officer's orders if he/she does not understand what the officer is asking or ordering. As such, a person with cognitive impairments may need more time to mentally grasp and respond to what the officer is asking or ordering. The person suffering from cognitive impairments may be reacting out of fear, confusion, auditory hallucinations, or other reasons rather than as an act of non-compliance. The responding officer should react appropriately and consider another approach or provide more time to the person.

12.6.05 Standard Tactical Assessments and Safeguards
 Recognizing that safety (officer safety, public safety, and the safety of the person in crisis) is always the top priority when dealing with impaired people, the trainee shall explain and demonstrate standard tactical assessments and safeguards, including:

- A. His/her own abilities to physically control the person
- B. Escape routes
- C. Use of cover
- D. Call for backup
- E. The T.A.C.T. Model
 1. Tone (Present a calm and firm demeanor/Maintain respect and dignity)
 2. Atmosphere (Reduce distractions/Respect personal space)
 3. Communication (Establish contact/Develop rapport)
 4. Time (Slow down/Reassess)

<i>Reference(s):</i>					Case # (If applicable)	Incident #		
	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?
	When completed, print full name	Date	When completed, print full name	Date		When completed, print full name	Date	
FTO:					<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test			<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
Trainee:								
<i>Comments (field will expand automatically)</i>								

Additional Information:

12.6.05 Part A - Reference Agency Policies/Procedures, if applicable (600 characters maximum) N/A

12.6.05 Part B - Agency Training Details *(field will expand automatically)*

When dealing with persons with cognitive impairments, safety is the top priority – officer safety, public safety and the safety of the person in crisis. Therefore, the contact officer must remember officer safety tactics, knowing his/her own abilities to physically control the person and request a cover officer or call for backup when appropriate. As with any person take-on, officers must take into account potential escape routes the person may use to avoid interacting with law enforcement.

Officers should utilize the T.A.C.T. model when interacting with impaired persons:

- Tone: Present a calm, firm demeanor, and maintain respect and dignity.
- Atmosphere: Reduce distractions and respect personal space.
- Communication: Establish contact and develop rapport.
- Time: Slow down and reassess.

12.7 MENTAL ILLNESS CASES

12.7.01 State Law and Agency Policy

The trainee shall review and explain state law and agency policy regarding mental illness cases.

<i>Reference(s):</i>					Case # (If applicable)	Incident #		
	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?
	When completed, print full name	Date	When completed, print full name	Date		When completed, print full name	Date	
FTO:					<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play			<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play
Trainee:					<input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test			<input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
<i>Comments (field will expand automatically)</i>								

Additional Information:

12.7.01 Part A - Reference Agency Policies/Procedures, if applicable (600 characters maximum) N/A

Reference the following Antioch Police Policy(ies):

414 (Crisis Intervention Incidents), 415 (Mental Illness Commitments)

12.7.01 Part B - Agency Training Details (field will expand automatically)

The trainee will review the above policy and explain it to their FTO.

12.7.02 Considerations When Handling or Dealing with Mentally Ill/Emotionally Disturbed Persons

The trainee shall identify considerations to be made when handling and dealing with mentally ill or emotionally disturbed persons, to minimally include:

A. Ignoring verbal abuse	F. Keeping the disturbed person in sight constantly
B. Avoiding excitement	G. Continual alertness
C. Avoiding unnecessary deception	H. Seizing firearms for safekeeping
D. Requesting backup to minimize resistance	
E. Requesting an ambulance prior to confronting subject, if necessary	

Reference(s):				Case # (If applicable)	Incident #			
	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?
FTO:	When completed, print full name	Date	When completed, print full name	Date	<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	When completed, print full name	Date	<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
Trainee:								
Comments (field will expand automatically)								

Additional Information:

12.7.02 Part A - Reference Agency Policies/Procedures, if applicable (600 characters maximum)

N/A

Reference the following Antioch Police Policy(ies):

414 (Crisis Intervention Incidents), 415 (Mental Illness Commitments), 811 (Property and Evidence).

12.7.02 Part B - Agency Training Details *(field will expand automatically)*

When dealing with mentally disturbed persons, officers are reminded that certain actions may be necessary. These actions can include the following:

- Ignoring verbal abuse.
- Avoiding excitement.
- Avoiding unnecessary deception.
- Requesting backup to minimize resistance.
- Requesting an ambulance prior to confronting the subject.
- Keeping the disturbed person constantly in sight.
- Continual alertness.
- Seizing firearms for safekeeping.

Whenever a person is taken into custody for a 5150 commitment, the handling officers should seek to determine if the person owns or has access to any firearm or other deadly weapon defined in Welfare and Institute § 8100. Officers should consider whether it is appropriate and consistent with current search and seizure law under the circumstances to seize any such firearms or other dangerous weapons (e.g. safekeeping, evidence, consent).

Officers are cautioned that a search warrant may be needed before entering a residence or other place to search, unless lawful, warrantless entry has already been made (e.g., exigent circumstances, consent). A search warrant may also be needed before searching for or seizing weapons

The handling officers shall issue a receipt describing the deadly weapon or any firearm seized, and list any serial number or other identification that is on the firearm. Officers shall advise the person of the procedure for the return of any firearm or other weapon that has been taken into custody (Welfare and Institutions Code § 8102 (b)) (see Property and Evidence Policy).

Whenever the handling officer has cause to believe that the future return of any confiscated weapon might endanger the person or others, the officer shall detail those facts and circumstances in a report. The report shall be forwarded to the City Attorney's office, which shall be responsible for initiating a petition to the Superior Court for a hearing in accordance with Welfare and Institutions Code § 8102(c), to determine whether the weapon will be returned.

The petition to the Superior Court shall be initiated within 30 days of the release of the individual from whom such weapon has been confiscated, unless the Department makes an ex parte application to the court to extend the time to file such a petition, up to a maximum of 60 days. At the time any such petition is initiated, the Department shall send written notice to the individual informing him/her of the right to a hearing on the issue, that he/she has 30 days to confirm with the court clerk any desire for a hearing and that the failure to do so will result in the forfeiture of any confiscated weapon.

12.7.03 Mental Health Facility or Regional Center The trainee shall identify the appropriate mental health facility or regional center within the agency's jurisdiction to be used for evaluation, treatment, counseling, or referral.								
Reference(s):						Case # (If applicable)	Incident #	
	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?
	When completed, print full name	Date	When completed, print full name	Date		When completed, print full name	Date	
FTO:					<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test			<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
Trainee:								
Comments <i>(field will expand automatically)</i>								

Additional Information:

12.7.03 Part A - Reference Agency Policies/Procedures, if applicable <i>(600 characters maximum)</i>	<input checked="" type="checkbox"/> N/A
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12.7.03 Part B - Agency Training Details <i>(field will expand automatically)</i> The trainee will be driven to and shown the Contra Costa County Regional Medical Center, Martinez Ca.

12.7.04 72-Hour Hold
 The trainee shall identify and explain the criteria as set forth in the Welfare and Institutions Code which an individual may be committed for a 72-hour hold. This includes:
 A. Danger to himself/herself
 B. Danger to others
 C. Gravely disabled

Reference(s):					Case # (If applicable)	Incident #		
	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?
	When completed, print full name	Date	When completed, print full name	Date		When completed, print full name	Date	
FTO:					<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test			<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
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Comments (field will expand automatically)								

Additional Information:

12.7.04 Part A - Reference Agency Policies/Procedures, if applicable (600 characters maximum) N/A
 Reference the following Antioch Police Policy(ies):
 415 (Mental Illness Commitments)

12.7.04 Part B - Agency Training Details (field will expand automatically)
 An officer having probable cause may take a person into custody and place the person in an approved mental health facility for 72-hour treatment and evaluation when the officer believes that, as a result of a mental disorder, the person is a danger to him/herself or others or the person is gravely disabled (Welfare and Institutions Code § 5150; Welfare and Institutions Code § 5585.50).

12.7.05 Required Procedures for [WIC 5150](#)
 The trainee shall explain procedures required of officers for safeguarding the rights of a person detained under the authority of Welfare & Institutions Code 5150, including:

- A. The circumstance under which the person's condition was called to their attention and the observation constituting probable cause for detention must be recorded on the Application for 72-Hour Detention for Evaluation and Treatment
- B. Advisement of Miranda rights, as appropriate, when criminal action is involved
- C. Reasonable precaution must be made to safeguard personal property in the possession of, or on the premises occupied by, the person
- D. The person must be informed of the officer's name and agency and the reason the person is being detained
- E. If taken into custody at a residence, inform the person of personal items that may be brought along (with approval), right to a telephone call, and right to leave a note to friends or family

<i>Reference(s):</i>				Case # (If applicable)	Incident #			
	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?
	When completed, print full name	Date	When completed, print full name	Date		When completed, print full name	Date	
FTO:					<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test			<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
Trainee:								
<i>Comments (field will expand automatically)</i>								

Additional Information:

12.7.05	Part A - Reference Agency Policies/Procedures, if applicable (600 characters maximum)	<input type="checkbox"/> N/A
Reference the following Antioch Police Policy(ies):		
415 (Mental Illness Commitments), 403 (Modified Service Guidelines).		

12.7.05 Part B - Agency Training Details *(field will expand automatically)*

5150 W&I states that it is the officer's responsibility to take reasonable precaution to preserve and safeguard personal property in possession of or on the premises occupied by the person who is being detained and to provide the court with a report describing any property that is under law enforcement protection and its disposition.

Any officer responding to or handling a call involving a suspected mentally disabled individual or an involuntary mental illness commitment should record any available information that might assist in determining the cause and nature of the mental illness such as statements made by the person, the individual's history, signs of violence prior to the officer's arrival or the amount of self-control the person is able to demonstrate.

5150.2 W&I requires officers who detain individuals under 5150 W&I to complete the written Applications for 72-Hour Detention, Evaluation and Treatment form (MH 302). A standard application includes verification that the detainment advisement was given, the name of the designated facility to which the person is taken, the name and address of the individual who is being detained, and factual circumstances and observations constituting probable cause for the officer to believe that the individual is in fact a danger to self, others, or is gravely disabled.

People who are detained under 5150 W&I are entitled to basic federal and state constitutional rights. 5157 W&I requires that prior to transporting the person to a designated facility, officers must give the person the following advisement:

My name is (officer's name), and I am a peace officer with the Antioch Police Department. You are not under criminal arrest, but I am taking you for examination by mental health professionals at (name of mental health facility). You will be told your rights by the mental health staff.

If taken into custody at his or her residence, the person shall also be told the following information:

You may bring a few personal items with you, which I will have to approve. Please inform me if you need assistance turning off any appliances or water. You may make a phone call and leave a note to tell your friends or family where you have been taken.

Officers are required to take the following steps when documenting §5150 W&I incidents:

The County 51 50 form shall be completed and a case file generated. The form shall be placed in the file and include the individual's full name, date of birth, race, and address on the form. The officer will make the necessary entries in RPW relative to the person's name and other identifying information. The narrative will read "refer to form". If force is used in subduing the individual, or forced entry is made, or firearms involved, a full offense report shall be written.

12.7.06 Alternative Methods
 The trainee shall discuss appropriate alternative methods for handling the situation if involuntary detention for evaluation and treatment is NOT appropriate, including:

A. Urgent medical attention
 B. Arrest
 C. Referral for mental health services
 D. Referral to local developmental disabilities agency
 E. No police action required

<i>Reference(s):</i>						Case # (If applicable)	Incident #	
	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?
	When completed, print full name	Date	When completed, print full name	Date		When completed, print full name	Date	
FTO:					<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test			<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
Trainee:								
Comments <i>(field will expand automatically)</i>								

Additional Information:

12.7.06 Part A - Reference Agency Policies/Procedures, if applicable (600 characters maximum)	<input checked="" type="checkbox"/> N/A
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12.7.06 Part B - Agency Training Details *(field will expand automatically)*

Officers must make careful decisions about how to resolve situations involving people who are affected by mental illness. If an officer determines that a person appears to be affected by a mental illness, but does not meet detention action under §5150 W&I, there are several actions the officer can consider taking.

- Provide urgent medical attention:
 - Once an officer has taken control of the situation, that officer must render medical attention or summon medical personnel if required.
 - After medical care is rendered, disposition of the individual can be determined.
- Detain for evaluation and treatment:
 - Based on the overall circumstances and the officer's best judgment, the officer may detain the individual under §5150 W&I if that person appears to be or is a danger to others or self or is gravely disabled.
- Arrest:
 - Arrest if a crime has been committed.
- Referral for mental health services:
 - Individuals and families who may be in need of treatment can be referred to available county mental health services.
 - Officers should become familiar with the services that are available within the community – neighborhood mental health clinics, county-wide programs, etc.
- Report to child protective services:
 - Officers are required by law to report conditions of child abuse to local child protective agencies.
- Cite and release:
 - If it is determined that the individual meets the criteria under §849(b) PC and it is safe to release the individual, officers may consider citing and releasing the individual.
- No further law enforcement action required:
 - If no urgent medical care is necessary, no crime has been committed, and no referral is needed, the officer may choose to take no further action.

12.7.07 Required Documentation and/or Reports
 The trainee shall explain the required documentation and/or reports for detaining and placing mentally ill persons. This discussion shall minimally include:

A. Application for 72-Hour Detention for Evaluation and Treatment ([Form MH 302](#))

B. Verbal admonishment and supplementary written documentation as specified in [WIC 5150](#)

C. Any additional agency-specific or mental health facility specific documentation or reports as may be required by agency policy, procedure, or Memorandum of Understanding

<i>Reference(s):</i>					Case # (If applicable)	Incident #		
	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?
	When completed, print full name	Date	When completed, print full name	Date		When completed, print full name	Date	
FTO:					<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test			<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
Trainee:								
Comments <i>(field will expand automatically)</i>								

Additional Information:

12.7.07 Part A - Reference Agency Policies/Procedures, if applicable (600 characters maximum) N/A

Reference the following Antioch Police Policy(ies):

415 (Mental Illness Commitments), 403 (Modified Service Guidelines).

12.7.07 Part B - Agency Training Details *(field will expand automatically)*

5150 W&I states that it is the officer's responsibility to take reasonable precaution to preserve and safeguard personal property in possession of or on the premises occupied by the person who is being detained and to provide the court with a report describing any property that is under law enforcement protection and its disposition.

Any officer responding to or handling a call involving a suspected mentally disabled individual or an involuntary mental illness commitment should record any available information that might assist in determining the cause and nature of the mental illness such as statements made by the person, the individual's history, signs of violence prior to the officer's arrival or the amount of self-control the person is able to demonstrate.

5150.2 W&I requires officers who detain individuals under 5150 W&I to complete the written Applications for 72-Hour Detention, Evaluation and Treatment form (MH 302). A standard application includes verification that the detainment advisement was given, the name of the designated facility to which the person is taken, the name and address of the individual who is being detained, and factual circumstances and observations constituting probable cause for the officer to believe that the individual is in fact a danger to self, others, or is gravely disabled.

People who are detained under 5150 W&I are entitled to basic federal and state constitutional rights. 5157 W&I requires that prior to transporting the person to a designated facility, officers must give the person the following advisement:

My name is (officer's name), and I am a peace officer with the Antioch Police Department. You are not under criminal arrest, but I am taking you for examination by mental health professionals at (name of mental health facility). You will be told your rights by the mental health staff.

If taken into custody at his or her residence, the person shall also be told the following information:

You may bring a few personal items with you, which I will have to approve. Please inform me if you need assistance turning off any appliances or water. You may make a phone call and leave a note to tell your friends or family where you have been taken.

Officers are required to take the following steps when documenting §5150 W&I incidents:

The County 51 50 form shall be completed and a case file generated. The form shall be placed in the file and include the individual's full name, date of birth, race, and address on the form. The officer will make the necessary entries in RPW relative to the person's name and other identifying information. The narrative will read "refer to form". If force is used in subduing the individual, or forced entry is made, or firearms involved, a full offense report shall be written.

12.7.08 Demonstrating Knowledge of Proper Procedure Given a scenario or an actual incident involving a mentally ill or emotionally disturbed person, the trainee shall take all necessary precautions in dealing with the person, safely take the person into custody (if necessary), assure safe transportation of the person, and properly complete all necessary forms and reports.								
Reference(s):						Case # (If applicable)	Incident #	
	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?
	When completed, print full name	Date	When completed, print full name	Date		When completed, print full name	Date	
FTO:					<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test			<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
Trainee:								
Comments <i>(field will expand automatically)</i>								

Additional Information:

12.7.08	Part A - Reference Agency Policies/Procedures, if applicable <i>(600 characters maximum)</i>	☒ N/A
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12.7.08	Part B - Agency Training Details <i>(field will expand automatically)</i>
The trainee will safely and properly conduct an investigation of a subject who is mentally ill. The trainee will properly fill out the required paperwork associated to the incident.	

12.7.09 Address Issues Related to Stigma

Given a series of scenarios or in conjunction with an actual incident involving a mentally ill or emotionally disturbed person, the trainee shall identify indicators of mental illness, intellectual disability, substance use disorders, neurological disorders, traumatic brain injury, post-traumatic stress disorder, and dementia. The training shall also address:

- Issues related to stigma
- Autism spectrum disorder
- Genetic disorders, including, but not limited to, Down syndrome
- Conflict resolution and deescalation techniques for potentially dangerous situations
- Alternatives to the use of force when interacting with potentially dangerous persons with mental illness or intellectual disabilities
- The perspective of individuals or families who have experiences with persons with mental illness, intellectual disability, and substance use disorders
- Involuntary holds
- Community and state resources available to serve persons with mental illness or intellectual disability, and how these resources can be best utilized by law enforcement

<i>Reference(s):</i>					<i>Case # (If applicable)</i>	<i>Incident #</i>		
	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?
	When completed, print full name	Date	When completed, print full name	Date		When completed, print full name	Date	
FTO:					<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test			<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
Trainee:								
<i>Comments (field will expand automatically)</i>								

<p>12.7.09 Part A - Reference Agency Policies/Procedures, if applicable (600 characters maximum)</p>	<input type="checkbox"/> N/A
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12.7.09 Part B - Agency Training Details *(field will expand automatically)*

See next page for Attestation

How to Complete Part 5 (Sections 1–18)

INSTRUCTIONS TO ADMINISTRATORS

VOLUME 2 OF THE FIELD TRAINING GUIDE CONSISTS OF 18 SECTIONS WHICH MAKE UP PART 5. Each section is provided as a separate file on the POST website (<https://www.post.ca.gov/field-training--police-training.aspx>). Prior to submitting your FTP Guide to POST for review, you must complete all 18 sections and include them as part of your Guide.

1. **Set up:** Keep an unchanged copy of each section file as a master for reference. Make a copy of the file to use for your agency-specific entries.
2. **Front cover (optional):** To keep a hard copy of Volume 2 for internal use, you can add your agency name and date to the front cover.
3. **For each section (1–18):**
 - a. Open the applicable file and add your agency name and date to the header on page 1. (DO NOT change any other headers or footers or alter any other sections of the file.)
 - b. Below each table:
 - *Part A:* Enter applicable references from your agency’s Policies & Procedure Manual.
 - *Part B:* Enter your agency’s training details.
4. **After completing ALL sections (1–18),** you MUST submit the following materials via flash drive, CD, or DVD to POST for review and approval (do not send printed copies):
 - 1) **Your completed FTP Guide**
 - 2) **FTP Approval Checklist** ([POST Form 2-230](#))
NOTE: Guides submitted without this form *will NOT be reviewed*.
 - 3) **Your Department’s Policy & Procedure Manual**
5. MAIL YOUR ELECTRONIC MEDIA TO:
Commission on POST
860 Stillwater Road, Suite 100
West Sacramento, CA 95605
Attn: Phil Caporale – BTB
6. You will receive status notification within 90 days from the date received.

See next page for Instructions to Field Training Officers

How to Complete Part 5 (Sections 1–18)

INSTRUCTIONS TO FIELD TRAINING OFFICERS (FTOs)

VOLUME 2 OF THE FIELD TRAINING GUIDE CONSISTS OF 18 SECTIONS WHICH MAKE UP PART 5. Each section has been customized by your agency administrator(s) to include references to policies and procedures and training details to meet your agency’s Field Training Program requirements. Each file is provided as a separate file. For each section (1–18), complete all tables for each topic.

1. **Set up:** Keep an unchanged copy of each section file as a master for reference. Make a copy of the file to use for your training sessions.
2. **Tracking your training sessions:**
 - a. Upon completing each competency, enter the FTO and trainee names and dates, and how the competency was demonstrated, into the applicable tables.
 - b. Enter any note-worthy comments related to the trainee’s performance.
3. **If trainee requires remedial training:**
 - c. Enter the FTO and trainee names and dates, and how the competency was remediated, to show that each competency was completed.
 - d. Enter any additional note-worthy comments related to the trainee’s performance.
4. **Attestation:** After all competencies have been performed, including any remedial training, the primary FTO and Trainee **MUST** enter their electronic signatures on the Attestation page (see instructions) to verify that the Trainee has completed this portion of the Field Training Program.

End Section