

103rd VERMONT CORRECTIONAL ACADEMY

August 10, 2009 – September 11, 2009

CURRICULUM

CLASS DATES/TIME SCHEDULE		COURSEWORK	
W E E K 1	August 10 th Instructor(s): <i>Commissioner Andrew Pallito</i> <i>Academy Staff</i>	0800-1600 <input type="checkbox"/> Stations <input type="checkbox"/> Health Screening <input type="checkbox"/> Welcoming Address <input type="checkbox"/> Program Orientation <input type="checkbox"/> Reading Assignments*	
		1900-2200 <input type="checkbox"/> DOC Directive #403.02: Facility Log Books. <input type="checkbox"/> <i>Manual</i> chapters 1A, 2A, 2B, 8C.	
	August 11 th <i>Simoes</i> <i>Mulcahy</i>	0730-0800 0800-1100 1200-1530 1900-2200	<input type="checkbox"/> Roll Call & Log Book Procedures <input type="checkbox"/> Agency Overview <input type="checkbox"/> The Corrections Professional <input type="checkbox"/> 351.01: Healthcare Policy Addendum – AIDS. <input type="checkbox"/> 351.03: Blood borne Pathogens Exposure Control Plan. <input type="checkbox"/> 371.01: Americans w/Disabilities Act. <input type="checkbox"/> <i>Manual</i> chapters 3A, 3C, 4C & 8D.
	August 12 th <i>Salem</i> <i>Hammond</i> <i>Cathcart</i>	0730-0800 0800-1100 1200-1330 1330-1530 1900-2200	<input type="checkbox"/> Roll Call & Headcount Procedures <input type="checkbox"/> Legal Issues in Corrections <input type="checkbox"/> Americans with Disabilities Act (ADA) <input type="checkbox"/> Blood borne/Communicable Diseases <input type="checkbox"/> 361.01: Mental Health Directive. <input type="checkbox"/> 361.01.01: Mental Health Receiving Screening. <input type="checkbox"/> 361.01.02: Referral for Mental Health Services. <input type="checkbox"/> 361.01.03: Mental Health Intake Assessment. <input type="checkbox"/> 361.01.04: Mental Health Evaluation. <input type="checkbox"/> 361.01.05: Mental Health Services. <input type="checkbox"/> 370: Classification, Treatment, and Use of Administrative and Disciplinary Segregation for Inmates with Serious Mental Illness. <input type="checkbox"/> 417: Key Control. <input type="checkbox"/> <i>Manual</i> chapters 4A, 4D, & 8E.
August 13 th <i>Larson</i> <i>Cathcart</i>	0730-0800 0800-1330 1330-1530 1900-2200	<input type="checkbox"/> Roll Call & Radio Procedures <input type="checkbox"/> Medical/Mental Health <input type="checkbox"/> Self-harm video presentation <input type="checkbox"/> 362: Suicide Prevention and Intervention in Facilities. <input type="checkbox"/> <i>Manual</i> chapters 4B & 8F, Study for Self-Harm Test.	
August 14 th <i>Adams/Rhodes, D</i>	0730-0800 0800-1530 1900-2200	<input type="checkbox"/> Roll Call & Report Writing Procedures <input type="checkbox"/> Suicide Prevention [core competency – cc] <input type="checkbox"/> <i>Manual</i> chapter 7A, 3D, 8G	

*The listed Directives and *Manual* chapters are **recommended** reading prior to the pertinent class date.

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W E E K 2	August 17 th – 21 st	0730-0800 0800-1530 1900-2200	<input type="checkbox"/> Roll Call – Key Control/HIPPA/MRSA <input type="checkbox"/> Advanced Communication Techniques [cc] <input type="checkbox"/> 320.01: Offender Grievance. <input type="checkbox"/> 410: Due Process (relative to Admin. Hearings). <input type="checkbox"/> 410.01: Discipline. <input type="checkbox"/> 410.06: Restrictive Housing Status, Conditions of Confinement. <input type="checkbox"/> <i>Manual</i> chapters 3B, 6A & 6D.
W E E K 3	August 24 th	0730-0800	<input type="checkbox"/> Roll Call <input type="checkbox"/> Offender Grievance Process <input type="checkbox"/> Offender Discipline <input type="checkbox"/> Restrictive Housing <input type="checkbox"/> 126: Staff Sexual Misconduct Involving Offenders. <input type="checkbox"/> 126.01: Personal Relationships with Offenders/Conflict of Interest. <input type="checkbox"/> <i>Manual</i> chapter's 5A-B.
	<i>Cathcart</i>	0800-1100	
	<i>Cathcart</i>	1200-1530	
		1900-2200	
	August 25 th	0730-0800	
<i>Sprafke</i>	0800-1100	<input type="checkbox"/> Roll Call <input type="checkbox"/> Prisoner Rape Elimination Act [cc] <input type="checkbox"/> Staff Sexual Misconduct <input type="checkbox"/> 118.02: Reporting & Investigating Unlawful Discrimination Sexual Harassment & Retaliation. <input type="checkbox"/> <i>Manual</i> chapters 5C & 6B.	
"	1200-1530		
	1900-2200		
August 26 th	0730-0800		
<i>Hammond</i>	0800-1100		<input type="checkbox"/> Roll Call <input type="checkbox"/> Sexual Harassment/Diversity <input type="checkbox"/> Working with Female Offenders <input type="checkbox"/> <i>Manual</i> chapter 9C (AHA Manual provide by VCA staff.)
"	1200-1530		
	1900-2200		
August 27 th	0730-0800		
<i>Provost/Williams</i>	0800-1530 1900-2200	<input type="checkbox"/> Roll Call <input type="checkbox"/> Standard First Aid [cc] <input type="checkbox"/> 371: Offender Classification. <input type="checkbox"/> 371.04: Facility Security/Custody Assignment. <input type="checkbox"/> <i>Manual</i> chapters 6C & 8B.	
August 28 th	0730-0800		
<i>Cathcart/Shelton</i>	0800-1100		<input type="checkbox"/> Roll Call <input type="checkbox"/> Offender Classification <input type="checkbox"/> Basic Drug Identification <input type="checkbox"/> 413.01: Use of Force. <input type="checkbox"/> 413.03: Use of Foreign Agents. <input type="checkbox"/> 413.08: Use of Restraints and Roles of Security and Healthcare Professionals in Facilities. <input type="checkbox"/> <i>Manual</i> chapter 7B.
<i>Rhodes, K/TRP Studin</i>	1200-1530		
	1900-2200		

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W E E K 4	Aug 31 st - Sept 4 th	0730-0800	<input type="checkbox"/> Roll Call
	<i>Beckwith/Arkley</i>		<input type="checkbox"/> Use of Force (includes oleoresin capsicum & cell extraction) [cc]
	<i>Gilmore/Cornwall</i>	0800-1530	<input type="checkbox"/> 409: Searches.
			<input type="checkbox"/> 409.01: Searches.
			<input type="checkbox"/> <i>Manual</i> chapter 8A.
W E E K 5	September 8 th	0730-0800	<input type="checkbox"/> Roll Call
	<i>Parsells/Papariello</i>	0800-1530	<input type="checkbox"/> Contraband & Searches
	<i>Hammond (Audit)</i>	1900-2200	<input type="checkbox"/> 407: Escapes.
			<input type="checkbox"/> 414.01: Corrections Emergency Response.
			<input type="checkbox"/> 414.03: Emergency Preparedness.
			<input type="checkbox"/> <i>Manual</i> chapter 9B.
W E E K 5	September 9 th	0730-0800	<input type="checkbox"/> Roll Call
	<i>Farnsworth/Dillon</i>	0800-1530	<input type="checkbox"/> Emergency Preparedness
		1900-2200	<input type="checkbox"/> 404: Fire Prevention.
			<input type="checkbox"/> 404.01: Fire Prevention and Safety.
			<input type="checkbox"/> 404.02: Self-Contained Breathing Apparatus.
			<input type="checkbox"/> <i>Manual</i> chapter 9A.
W	September 10 th	0730-0800	<input type="checkbox"/> Roll Call
	<i>Cobb/Cook</i>	0800-1530	<input type="checkbox"/> Fire Safety [cc]
	September 11 th	1100	<input type="checkbox"/> GRADUATION (PAVILION AUDITORIUM, MONTPELIER)

TRAINING ASSISTANTS

DATES	FACILITY
08/10-08/14	<i>CRCF</i>
08/17-08/21	<i>SSCF</i>
08/24-08/28	<i>NWSCF</i>
08/31-09/04	<i>SESCF</i>
09/08-09/11	<i>NERCF</i>

TA Orientation to new Academy location and operating procedures on Friday, August 7th (0830-1630) at our new location. Please advise Academy of who will be in attendance as assigned above.