

Course Description**CJK0315 | Facility and Equipment | 0.26 credits**

Correctional officers are responsible for equipment and materials used to keep correctional facilities clean, safe, and secure. The student will learn basic knowledge of standard equipment used to support the safe and efficient operation of equipment, and to provide a safe environment for inmates, staff, and visitors. This course is for School of Justice students only.

Course Competencies:

Competency 1: The student will learn how to issue, receive, and document equipment by:

1. Listing standard equipment and accessories for issue
2. Describing reasons for inspection of equipment
3. Inspecting equipment
4. Inspecting equipment to be issued
5. Removing any substandard equipment from service
6. Describing the dangers of improperly handling equipment
7. Confirming the identity of persons receiving equipment
8. Documenting issue of equipment
9. Documenting receipt of equipment
10. Listing standard equipment and accessories requiring inventory
11. Illustrating a systematic approach for counting equipment
12. Documenting inventory of equipment
13. Verifying equipment against written documentation
14. Describing the consequences of improperly storing equipment
15. Securing equipment
16. Identifying common secured storage areas in a correctional facility
17. Storing equipment after inventory
18. Identifying reasons for tool and equipment control
19. Listing tools considered hazardous in a correctional setting

Competency 2: The student will learn about weapons in a correctional facility by:

1. Describing the different types of weapons that are issued in a correctional facility
2. Verifying identifications of persons authorized to receive weapons or ammunition
3. Interpreting weapons and ammunition authorization documents
4. Documenting weapons or ammunition issued
5. Inspecting weapons or ammunition to be issued
6. Providing weapons or ammunition to an authorized individual

Competency 3: The student will learn to identify guidelines and information sources to adequately control hazardous materials and sensitive supplies by:

1. Defining hazardous materials
2. Summarizing information found on Material Safety Data Sheets (MSDS)
3. Identifying guidelines for the control of hazardous materials
4. Recording the identity of a person receiving sensitive supplies
5. Describing standard sensitive supplies
6. Identifying food items that can be used to produce illegal substances
7. Describing the dangers of improperly handling sensitive supplies
8. Describing maintenance and care of sensitive supplies
9. Listing safe handling procedures for sensitive supplies
10. Monitoring the use of sensitive supplies

Competency 4: The student will learn about security equipment and moving within secured areas by:

1. Defining security equipment
2. Describing the uses of security equipment
3. Describing types of security equipment

4. Defining Sally Port
5. Stating procedures for proper operation of a sally port
6. Operating manual and electronic doors
7. Describing types of manual and electronic locking systems
8. Operating remote control panels for gates and cell doors
9. Identifying precautions for operating manual and electronic gates and doors
10. Securing gate or door
11. Reporting presence of person(s) entering or exiting secure area
12. Confirming authorization of person(s) or vehicle(s) entering or exiting a secure area

Competency 5: The student will learn how to inspect facilities and equipment by:

1. Listing criteria for performing facility inspections
2. Identifying criteria for performing inspections
3. Describing standard inspection equipment
4. Listing items needed to record inspections
5. Describing facility inspection techniques
6. Inspecting facility for property damage
7. Inspecting facility for structural deficiencies

Competency 6: The student will learn standards and issues related to security by:

1. Summarizing institutional security standards
2. Identifying the officer's responsibility for providing security
3. Identifying security concerns while inspecting a correctional facility
4. Performing security check
5. Initiating the correction of security deficiencies

Competency 7: The student will learn the responsibilities and responses associated with patrolling and securing the perimeter by:

1. Describing methods of patrolling the perimeter
2. Describing common security perimeter discrepancies
3. Performing a communications check
4. Notifying staff of the disposition of a security check
5. Documenting patrol of the perimeter
6. Securing impacted areas while resolving a perimeter deficiency

Competency 8: The student will learn how to maintain safety and procedures for resolving safety deficiencies in a correctional facility by:

1. Summarizing the officer's responsibility for providing safety.
2. Specifying general areas of safety concern in a correctional facility
3. Identifying guidelines related to institutional safety standards
4. Listing potential hazards in a correctional facility
5. Identifying factors influencing safety in a correctional setting
6. Initiating the correction of safety deficiencies

Competency 9: The student will learn sanitation standards and environmental health program standards in a correctional facility by:

1. Identifying institutional sanitation standards
2. Identifying the elements of a sanitation plan
3. Listing components of a complete environmental health program
4. Analyzing the role of the correctional officer about an environmental health program
5. Initiating the correction of sanitation deficiencies
6. Identifying health hazards within a facility

Learning Outcomes:

- Use quantitative analytical skills to evaluate and process numerical data
- Formulate strategies to locate, evaluate, and apply information