

TRAINING BULLETIN

Number 151

COMMONWEALTH OF PENNSYLVANIA

May 2018

TIME EXTENSION REVIEW

In accordance with Act 1984-2, deputy sheriffs are required to be certified within one year of date of hire. Recertification for sheriffs and deputies is required every two years from date of their last training.

Under Board Policy, time extensions are allowed under certain circumstances. The Board defines a time extension as *“an extension granted by the Board or Board staff, upon the request of an employing sheriff, for additional time, beyond that allowed by the Act, for his/her self or deputy to complete training required for certification or recertification.”*

The Board divides time extensions into two categories:

Precertification:

- Military Deployment
- Medical Leave
- Family Medical Leave
- Personal Emergency

Recertification:

- Medical Leave
- Family Medical Leave
- Personal Emergency
- Temporary Manpower Shortage
- Training Site More Convenient to the County

Most of these extensions require attendance at the next available class after the end of the extension, but under no circumstance longer than six months.

The Board does not authorize reimbursement for overnight lodging and meals for Line Officer Continuing Education. It is highly suggested that when Continuing Education is in your area, you send all your personnel regardless of when their “Next Training Date” is.

While it is understood that not all information for the reasons you are requesting a time extension can be shared, as much information that can be provided helps the Board to make the best decision possible.

Board staff will present the information you provide in support of your time extension requests and will inform the Board as to whether the extension is allowed under Board policy. However, staff is not an advocate. Sheriffs are always welcome to attend Board meetings to support their requests.



PENNSYLVANIA COMMISSION ON CRIME AND DELINQUENCY
SHERIFF AND DEPUTY SHERIFF EDUCATION AND TRAINING
BOARD

P.O. Box 1167, Harrisburg, PA 17108-1167
Telephone (717) 705-3693 or (800) 692-7292 — FAX (717) 783-7140
www.pccd.pa.gov