

TRAINING BULLETIN

Number 156

COMMONWEALTH OF PENNSYLVANIA

August 2019

2020 SHERIFF AND DEPUTY SHERIFF BASIC TRAINING AND CHANGES TO FIRST AID/CPR

The Basic Training and Waiver Training schedule for 2020 is provided below. These dates are contingent on approval of training contracts. To be in compliance with Act 1984-2 as amended by Act 2014-114, any deputy hired by the sheriff has one year in which to complete his or her training and be certified by the Sheriff and Deputy Sheriff Education and Training Board (SDSETB). In addition, newly elected or appointed sheriffs are required to complete certification training in accordance with the Training Act.

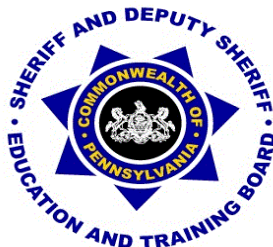
Sheriffs are required to utilize the on-line enrollment process available through the Sheriff and Deputy Sheriff Information System (SDSIS). Accessing the SDSIS will assist your office in better management of your training needs and requirements. You will have instant access to your deputies training records and the ability to monitor their training status. The SDSIS web address is <https://www.pccddsis.pa.gov>.

The SDSETB approved a new requirement for registering a deputy for Basic Training. Deputies must have current certification in First Aid and CPR prior to enrollment. Documentation must be uploaded in the SDSIS.

In addition, sheriffs and deputies that attend the Basic Training Academy are required to complete four additional on-line training courses for certification. These are the required courses:

1. Flying While Armed, SDSETB sponsored and offered by Temple University.
2. Introduction to Incident Command for Law Enforcement (IS-100LE), offered by the Federal Emergency Management Agency (FEMA), registration available at <http://training.fema.gov/EMIWeb/IS/is100leb.asp>.
3. National Incident Command (IS-700), offered by FEMA, registration available at <http://training.fema.gov/EMIWeb/IS/is700a.asp>.
4. All Hazards (Module 1 – Hazmat/WMD Awareness and Module 2 – Security Threat Groups), SDSETB sponsored and offered by Temple University.

Sheriffs and deputies eligible to attend the Waiver Training Academy must submit a partial training waiver application, electronically, using the SDSIS. Registration for waiver training will not be available until the waiver application is approved by program staff. All waiver training attendees are required to complete two additional on-line training courses for certification. These are the required courses:



1. Flying While Armed, SDSETB sponsored and offered by Temple University.
2. Comprehensive Legal Updates, SDSETB sponsored and offered by Temple University.

Included with this Training Bulletin is a copy of the 2019 and On-Line Training Registration Form, which is used to enroll in the courses offered by Temple University.

2020 Basic Training Courses

B-20-01	January 13, 2020 – May 22, 2020	Penn State, University Park
B-20-02	July 13, 2020 – November 20, 2020	Penn State, University Park

2020 Waiver Training Courses

W-20-01	February 3, 2020 – February 14, 2020	Penn State, University Park
W-20-02	March 23, 2020 – April 3, 2020	Penn State, University Park
W-20-03	August 24, 2020 – September 4, 2020	Penn State, University Park
W-20-04	September 21, 2020 – October 2, 2020	Penn State, University Park

CHANGES TO FIRST AID/CPR AT BASIC TRAINING

Due to an increase in the American Red Cross training hours, the Board has voted to change the First Aid/CPR certification at the Basic Training Academy to a “Tactical First Aid” training. This change will begin with the first class in 2020, B-20-01.

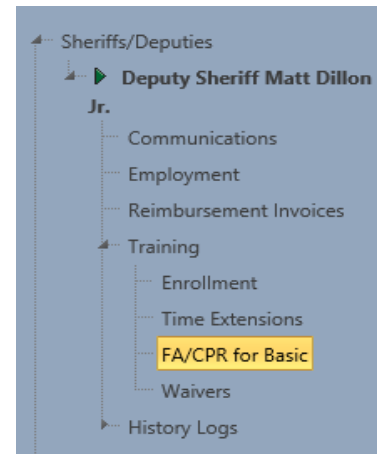
This training is more advanced and will include:

- Care Under Fire
- Dealing with Trauma Injuries
- Rapid Patient Assessment
- Extraction and Movement
- Bleeding Control
 - Utilization of Tourniquets
 - “Stop the Bleed” ©

Due to the advanced nature of the training, students will be required to complete basic first aid and CPR training/certification prior to attending the Basic Training Academy. Any nationally recognized training/certification will be accepted.

County administrators will be required to upload current first aid and CPR certifications into the Sheriff and Deputy Sheriff Information System (SDSIS) for the student to be eligible for enrollment in basic training. If the documents are not uploaded the student will not appear in the enrollment field as eligible.

Certification documents can be uploaded by selecting the “FA/CPR for Basic” Tab on the left panel of the individual students SDSIS page. This is somewhat different from the Waiver Training requirement and does not require staff approval before allowing enrollment.



Once selected, the tab will take you to a screen where you can upload the required certifications.

Sheriff and Deputy Sheriff Education and Training Program (UAT) Home My Profile

today is: Tuesday, July 2, 2019

Name: Deputy Sheriff Matt Dillon Jr. **SSN:** ###-##-6789
County: Cameron **Certification Code:**
Created: **Verified:**

First Aid and CPR for Basic Training

CPR Expiration Date: *
 First Aid Expiration Date: *

Documents to Attach: *

1. [First Aid Training](#)
2. [CPR Training](#)

Uploaded Documents

	Attachment Name	Description	Last Updated
-	Dillon First Aid.pdf	First Aid Training	
-	Dillon CPR.pdf	CPR Training	

Comments

Once those documents are added, the student will be eligible for enrollment in a basic academy class.

B-19-03 - Basic Training 2019 **Class Status: Approved**
 Class Dates: Aug 05 - Dec 13, 2019 Location: Penn State University, University Park, Penn State University

Current Enrollment (3 of 40) Waitlist (0 of 10) Enroll Sheriffs/Deputies in Class

Sheriff/Deputy Enrollment

Sheriff/Deputy Search Criteria Search

First Name: Gender: All County: Cameron
 Last Name: SSN (Last 4 digits): Phone: Eligibility: Eligible
 DOB: Cert #: Email:
 Type: All Active: Yes Certification Status: All

Results Enroll Selected Clear Search

Displaying records 1 through 1 of 1

<input type="checkbox"/> Select All	Name	Cert #	SSN	County	Next Training Due Date	Active	Cert Status	Side Arm Caliber	Smoking	Eligibility
<input checked="" type="checkbox"/>	Dillon, Matt		###-##-6789	Cameron	7/1/2020	Yes	Pending Certification	Please Select... <input type="text"/>	Please Select... <input type="text"/>	Eligible

Note that these examples are a fictitious deputy sheriff in a fictitious class

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

2019 ON-LINE MERIT COURSE
REGISTRATION FORM



Sheriff/Deputy Sheriff Information

Last Name			
First Name			
Middle Initial			
Date of Birth			
Gender			
Rank/Position			
E-Mail Address			
Cell/Telephone			
Prior Temple Affiliation	Temple Alumni? <input type="checkbox"/>	On-Line Merit Courses? <input type="checkbox"/>	Not Sure? <input type="checkbox"/>

Agency/Department Information

Sheriff's Office / County	
Department Address 1	
Department Address 2	
City, State	
ZIP	
Work Telephone	
Sheriff's Name	

Course Selection: Please select the subject(s) under the course you are completing it for. Optional courses are open to all sheriffs/deputies.

Basic Required Subjects: In addition to the below subjects, students are required to complete IS 100 & IS 700 through the FEMA EM Institute.

- Flying While Armed (4 hrs.) All Hazards (Hazmat/WMD Awareness and Security Threat Groups - 8 hours)

Waiver Required Subjects:

- Flying While Armed (4 hrs.) Comprehensive Legal Updates 2015-2019 (20 hrs.)

Certification Reactivation Required Subject:

- Comprehensive Legal Updates 2015-2019 (20 hrs.)

Optional Subjects: All courses selected must be completed by December 31, 2019.

- Flying While Armed (4 hrs.) Comprehensive Legal Updates 2015-2019 (20 hrs.)
 Legal Updates 2019 (4 hrs.) All Hazards (8 hours)

Course Policies / Signature

After your registration form is received, it will take 3-5 business days to process log-in credentials. You will receive an e-mail to confirm when they are ready. If this registration is being submitted by the County, please notify the sheriff/deputy that they will receive an e-mail with log-in information with instruction on how to activate their account. Please keep this e-mail in a safe place. Should you have questions, please contact Mr. Kevin Myers, 267-468-8605 or kevin.myers0001@temple.edu.

When you finish taking a course, please complete the on-line test and course evaluation. Course grades are recorded as a pass/fail and 70% and higher constitute a passing grade. After taking the test on-line, you will receive your grade and have the opportunity to review the correct responses for each question. Your grades will be reported to the Pennsylvania Commission on Crime and Delinquency (PCCD) and to the county Sheriff. A Temple University Certificate of Completion will be mailed to you at the end of the program for each course you successfully complete.

By signing and dating below, I acknowledge that the information provided above is true and correct and that I will abide by the policies set forth by Temple University and PCCD for this program. I agree that I will not share, transmit, or otherwise disseminate any course or testing materials. If the registrant is a Deputy Sheriff, the registrant confirms that he/she has been granted permission/authorization by their Sheriff to participate in the on-line courses.

Signature & Date: _____

FAX or E-MAIL THIS FORM TO TEMPLE:

Fax: (267) 468-8660

E-Mail: mjkane@temple.edu

INSTRUCTIONS

To access Temple University's CANVAS Learning Management System to complete Board online training, a student must obtain a log-in. This is the registration process for that log-in. Information you provide is used to generate a user account which will be e-mailed to you along with instructions on how to activate your account. After you activate your user account, you will receive a separate invitation to join the on-line training course(s) you requested. Once you accept the invitation(s), you may begin the training.

If your county already registered you for the requested courses, then disregard this registration. If you are not sure, then you can indicate under "Temple Affiliation."

It is your responsibility and in your interest to provide the most accurate and complete information possible.

Name: Your name should appear as it was provided by your County to the Sheriff and Deputy Sheriff Education and Training Board. This is normally your legal name, not shortened first names, preferred middle names, or nicknames. If you recently had a name change, check with your county to see if they updated your name to the Board. If there are/were personnel, from the same county, with the same name but with a Sr/Jr/III, etc. you need to be clear on your title.

E-mail Address: This requires a valid unique e-mail address. It cannot be a county email address unless it is unique to you. If the address is fake, used by someone else, shared, or can't be read, you will NOT receive access to the training. If you are concerned with giving out your email address, create a new one just for this registration. However, the email address you provide will receive the login notice.

Phone Number: Used only if information is not clear. If you fail to provide a valid phone number then you will not be contacted if there is a problem with your registration.

Temple Affiliation:

Temple Alumni – Current or past registered Temple Student. Allows reactivation of previous log-in.

Online Merit Courses – Were you registered for previous Board online courses through Temple? If so, you have an account. They will activate it and send you the log-in.

Not Sure – Select if you are not sure if you already have/had a Temple log-in.

Agency Information: Personal mailing addresses are not required. You may use your agency address. However, if there is confusion over two deputies from the same county having the same name (see instructions for "Name" above) then Temple will look for a unique address to differentiate. If the addresses are the same, your registration will be rejected as a duplicate. If you believe there is a possibility of this happening, we suggest you provide a home address. Additionally, a course completion certificate is mailed to the address you provide. If it's a generic agency address, it may not reach you.

Selecting Training: Select the training you require under the applicable training program. If you do not select within the correct program, your grades may not be credited accurately.

Signature is not required on the electronic version of this form if e-mailed from a valid address.