



Criminal Justice Standards and Training Commission

P.O. Box 1489 | Tallahassee, FL 32302-1489 | (850) 410-8600

CRIMINAL JUSTICE STANDARDS AND TRAINING COMMISSION TECHNICAL MEMORANDUM 2023-13-AMENDED

DATE: September 19, 2023

TO: Criminal Justice Agency Administrators
Criminal Justice Training Center Directors
Criminal Justice Selection Center Directors

FROM: Director Chad Brown 
Criminal Justice Professionalism Division

SUBJECT: New Florida Administrative Code Rules Effective August 30, 2023 AMENDED

Effective August 30, 2023, numerous changes were made to Florida Administrative Code (F.A.C.) Rule Chapters 11B-18, 11B-20, 11B-21, 11B-27, and 11B-35 promulgated by the Commission. The substantive changes are included in this technical memorandum; however, technical changes have not been included in this document.

The full rule language can be accessed at the FDLE website located at <http://www.fdle.state.fl.us/CJSTC/Publications/CJSTC-FAC-Rules.aspx>.

The newly revised CJSTC forms, effective August 2023, may be accessed via the FDLE website located at <http://www.fdle.state.fl.us/CJSTC/Publications/Forms.aspx>.

The website link to the Active CJSTC Curricula is <http://www.fdle.state.fl.us/CJSTC/Curriculum/Active-Courses.aspx>.

The significant **2022-2023** rule changes are as follows:

Rule 11B-18, F.A.C.

11B-18.0053 Officer Training Monies Budget and Expenditure Categories

11B-18.0053(3)(a)4 This revision changes the "Department of Banking and Finance, Office of Financial Investigations" to "Department of Financial Services, Division of Investigative and Forensic Services."

Rule 11B-20, F.A.C.

11B-20.001 Definitions and Minimum Requirements for General Certification of Instructors.

11B-20.001(3)(a)5a. This revision incorporates the revised Affidavit of Separation, form CJSTC-61. The form was revised to add "Line of Duty Death" as a separation reason to allow agencies to distinguish between an officer killed in the line of duty and an officer's death due to non-duty related causes.

11B-20.0014 Minimum Requirements for High-Liability and Specialized Instructor Certifications.

11B-20.0014(2)(a)3. This revision clarifies that the high liability internship must be completed after successfully completing the Vehicle Operations Instructor Course.

11B-20.0014(2)(b)3. This revision clarifies that the high liability internship must be completed after successfully completing the Firearms Instructor Course.

11B-20.0014(2)(c)2. This revision removes the retired course date for the Defensive Tactics Instructor Course and adds that an instructor applicant for Defensive Tactics Instructor Certification must have completed a Defensive Tactics Instructor Course which began on or after October 31, 2019 or must have completed a Defensive Tactics Instructor Course which began prior to October 31, 2019 and the Defensive Tactics Instructor Update Course.

11B-20.0014(2)(c)3. This revision clarifies that the high liability internship must be completed after successfully completing the Defensive Tactics Instructor Course.

11B-20.0014(2)(d)4. This revision clarifies that the high liability internship must be completed after successfully completing the First Aid Instructor Course.

11B-20.0014(3)(b)5. This revision clarifies that the internship must be completed after successfully completing the Speed Measurement Instructor Course.

11B-20.0014(3)(c)6. This revision clarifies that the internship must be completed after successfully completing the Canine Team Training Instructor Course.

11B-20.0014(3)(d)5. This revision clarifies that the internship must be completed after successfully completing the Breath Test Instructor Course.

Rule 11B-21, F.A.C.

11B-21.005 Criminal Justice Training School Requirements for Certification and Re-Certification.

11B-21.005(4)(a) This revision incorporates the revised Driving Range Facility and Equipment Requirements, form CJSTC-202. The form was revised to remove the requirements for lights and sirens and incorporate changes to the first aid kit.

11B-21.005(5) This revision incorporates the revised Defensive Tactics Facility and Equipment Requirements, form CJSTC-203. The form was revised to incorporate changes to the first aid kit.

11B-21.005(6) This revision incorporates the revised Firing Range Facility and Equipment Requirements, form CJSTC-201. The form was revised to only require one target per firing position, require adequate lighting out to 25 yards, and incorporate changes to the first aid kit.

11B-21.005(7) This revision incorporates the revised First Aid Instructional Requirements, form CJSTC-208. The form was revised to update the required first aid training equipment and incorporate changes to the first aid kit.

11B-21.005(10)(a) This revision incorporates the BAT exemption mandated in House Bill 3 for veterans, as defined in s. 10.01(14), F.S., or individuals who hold an associate degree or higher from an accredited college or university.

11B-21.005(10)(c) This revision adds a necessary rule reference concerning the BAT exemptions outlined in Rule 11B-21.005(10)(a), F.A.C.

Rule 11B-27, F.A.C.

11B-27.002 Certification and Employment or Appointment: Certification, Employment or Appointment, Reactivation, and Terminating Employment or Appointment of Officers.

11B-27.002(3)(a)15. This revision incorporates the revised Affidavit of Separation, form CJSTC-61. The form was revised to add "Line of Duty Death" as a separation reason to allow agencies to distinguish between an officer killed in the line of duty and an officer's death due to non-duty related causes.

11B-27.00212 Maintenance of Officer Certification.

11B-27.00212(4) This revision incorporates the revised Mandatory Retraining Report, form CJSTC-74. The form was revised to add officer health and wellness as a required training topic for law enforcement officers. This requirement is effective for mandatory retraining cycles starting on or after July 1, 2023.

11B-27.00212(5)(f) This revision adds the mandatory training requirement in the Officer Health and Wellness Principles to the 40-hour mandatory retraining requirements for law enforcement officers.

11B-27.00213 Temporary Employment Authorization.

11B-27.00213(2)(b) This revision incorporates the revised Firearms Performance Evaluation, form CJSTC-4. The form was revised to rename the form to Handgun Performance Evaluation and to incorporate handgun proficiency evaluations, a revised qualification course of fire, active threat/shooter drills, fields to allow the school to record when an Equivalency of Training (EOT) student fails to demonstrate proficiency, removes the long gun qualification, and removes the option for a revolver. Additionally, the form was revised to clarify only basic recruit and cross-over students are required to pass an end-of-course examination.

Rule 11B-35, F.A.C.

11B-35.001 General Training Programs; Requirements and Specifications.

11B-35.001(3)(c) This revision adds the requirement that Commission-certified firearms instructors who instruct Basic Recruit Firearms courses on or after July 1, 2023 must have completed the Firearms Instructor Update Course if previously certified or the Firearms Instructor Course effective July 1, 2023. This revision requires all Commission-certified firearms instructors complete the Firearms Instructor Update course prior to June 30, 2024.

11B-35.001(3)(d) This revision adds the requirement that Commission-certified first aid instructors who instruct Basic Recruit First Aid courses on or after July 1, 2023 must have completed the First Aid Instructor Update Course if previously certified or the First Aid Instructor Course effective February 16, 2023. This revision requires all Commission-certified first aid instructors complete the First Aid Instructor Update course prior to June 30, 2024.

11B-35.0011 Basic Abilities Test Requirements for Applicant Admission into a Law Enforcement and Correctional Basic Recruit Training Program.

11B-35.0011(1) This revision incorporates the BAT exemption mandated in House Bill 3 for veterans, as defined in s. 10.01(14), F.S., or individuals who hold an associate degree or higher from an accredited college or university.

11B-35.0011(3) This revision clarifies that no refund will be issued to a student who is exempt pursuant to Rule 11B-35.0011(1), F.A.C. but takes a BAT.

11B-35.0024 Student Performance in Commission-approved High-Liability Basic Recruit Training Courses, Instructor Training Courses, and Specialized and Advanced Training Program Courses Requiring Proficiency Demonstration.

11B-35.0024(3)(a)2. This revision incorporates the revised Defensive Tactics Performance Evaluation, form CJSTC-6. The form was revised to create more uniformity with the other high liability performance evaluation forms.

11B-35.0024(3)(c)2. This revision incorporates the revised Firearms Performance Evaluation, form CJSTC-4. The form was revised to create more uniformity with the other high liability performance evaluation forms, rename the form to Handgun Performance Evaluation and to incorporate handgun proficiency evaluations, a revised qualification course of fire, active threat/shooter drills, fields to allow the school to record when an Equivalency of Training (EOT) student fails to demonstrate proficiency, removes the long gun qualification, and removes the option for a revolver. Additionally, the form was revised to clarify only basic recruit and cross-over students are required to pass an end-of-course examination.

11B-35.0024(3)(d)2. This revision incorporates the newly created Firearms Instructor Performance Evaluation, form CJSTC-4I, and adds the requirement that instructor students must use a semi-automatic pistol for the firearms qualification.

11B-35.0024(3)(f)2. This revision incorporates the revised First Aid Performance Evaluation, form CJSTC-5. The form was revised to ensure more uniformity with the other high liability performance evaluation forms, clarify EOT students must demonstrate proficiency in Cardiopulmonary Resuscitation, and incorporate changes to the first aid curriculum and performance requirements.

11B-35.0024(3)(h)2. This revision incorporates the revised Vehicle Operations Performance Evaluation, form CJSTC-7. The form was revised to create more uniformity with the other high liability performance evaluation forms, clarify instructor students must use lights and sirens with demonstrating proficiency on the nighttime exercises, and adds "Lane Change" to the required evaluation criteria on the Tactical Backing Exercise.

The 2022/2023 Forms Index of revised forms for Rule 11B, effective 8/2023 unless previously noted as having a different effective date, is listed below:

Form Number	Form Name	Form Action
CJSTC-4	Firearms Performance Evaluation	Revised
CJSTC-4I	Firearms Instructor Performance Evaluation	Incorporated
CJSTC-5	First Aid Performance Evaluation	Revised
CJSTC-6	Defensive Tactics Performance Evaluation	Revised
CJSTC-7	Vehicle Operations Performance Evaluation	Revised
CJSTC-61	Affidavit of Separation	Revised
CJSTC-74	Mandatory Retraining Report	Revised
CJSTC-201	Firearms Range Facility and Equipment Requirements	Revised
CJSTC-202	Driving Range Facility and Equipment Requirements	Revised
CJSTC-203	Defensive Tactics Facility and Equipment Requirements	Revised
CJSTC-208	First Aid Instructional Requirements	Revised

The newly revised CJSTC forms are available on the CJSTC Forms site at <http://www.fdle.state.fl.us/CJSTC/Publications/Forms.aspx>.

If you have any questions regarding these rule changes, please contact Training and Research Manager Terry Baker, Bureau of Standards, at TerryBaker@fdle.state.fl.us or (850) 410-8688.

cc: Criminal Justice Standards and Training Commission