



Criminal Justice Standards and Training Commission

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CRIMINAL JUSTICE STANDARDS AND TRAINING COMMISSION **TECHNICAL MEMORANDUM 2021-05**

DATE: May 19, 2021
TO: Criminal Justice Agency Administrators
Criminal Justice Training Center Directors
Criminal Justice Selection Center Directors
FROM: Director Dean Register *DR*
Criminal Justice Professionalism Division
SUBJECT: New Florida Administrative Code Rules Effective May 20, 2021

Effective May 20, 2021, numerous changes were made to the Florida Administrative Code (F.A.C.) Rule Chapters promulgated by the Commission. Some of 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 web site located at <http://www.fdle.state.fl.us/CJSTC/Publications/CJSTC-FAC-Rules.aspx>.

The newly revised CJSTC forms, effective May 2021, may be accessed via the FDLE web site 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 2020-2021 rule changes are as follows:

Rule 11B-14, F.A.C.

11B-14.002 General Program Provisions.

11B-14.002(6)(b) This revision incorporates the revised Higher Education for Salary Incentive Report, form CJSTC-63. The form was revised to only require the last four digits of the applicant's social security number.

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

11B-18.005 Establishment of Regional Training Councils.

11B-18.005(3) and (3)(a)-(i) This revision removes the names of the individual state agencies for Region XV to incorporate all state agencies with the exception of the State Attorney's Offices, Florida Department of Corrections, Board of Regents, and university police agencies.

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

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

11B-20.001(3)(a)5.a. This revision incorporates the revised Affidavit of Separation, form CJSTC-61. The form was revised to amend the Oath Statement, pursuant to s. 117.05(13)(a), F.S., effective 1/1/2020.

11B-20.001(3)(a)5.b. This revision incorporates the revised Internal Investigation Report, form CJSTC-78. The form was revised to update the list of exceptions to the limitation period for disciplinary action to include "Ongoing compliance hearing proceeding".

11B-20.0014(3)(b)4. This revision incorporates the revised Speed Measurement Device Instructor Field Evaluation, form CJSTC-10. The form was revised to only require the last four digits of the applicant's social security number.

11B-20.0014(3)(c)5. This revision incorporates the revised Canine Team Instructor Performance Evaluation, form CJSTC-20. The form was revised to only require the last four digits of the applicant's social security number.

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

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

11B-21.005(10)(a) This revision removes unnecessary language and clarifies that the Commission only approves one vendor for the basic abilities test.

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(1)(f) This revision incorporates the revised Affidavit of Applicant, form CJSTC-68. This form was revised to amend the Oath Statement, pursuant to s. 117.05(13)(a), F.S., effective 1/1/2020.

11B-27.002(2) This revision incorporates the revised Registration for Employment Affidavit of Compliance, form CJSTC-60. This form was revised to amend the Oath Statement, pursuant to s. 117.05(13)(a), F.S., effective 1/1/2020.

11B-27.002(2)(a) This revision incorporates the revised Officer Certification Application, form CJSTC-59 and the revised Officer Certification Deficiency Notification, form CJSTC-259. The form CJSTC-59 was revised to amend the Oath Statement, pursuant to s. 117.05(13)(a), F.S., effective 1/1/2020. The form CJSTC-259 was revised to only require the last four digits of the officer's social security number.

11B-27.002(3)(a)2. This revision incorporates the revised Employment Background Investigative Report, form CJSTC-77. This form was revised to only require the last four digits of the officer's social security number.

11B-27.002(3)(a)15. This revision incorporates the revised Affidavit of Separation, form CJSTC-61. This form was revised to amend the Oath Statement, pursuant to s. 117.05(13)(a), F.S., effective 1/1/2020.

11B-27.00212 Maintenance of Officer Certification.

11B-27.00212(4) This revision incorporates the revised Mandatory Retraining Report, form CJSTC-74. This form was revised to only require the last four digits of the officer's social security number.

11B-27.00212(14)(e) This revision incorporates the revised Injury or Illness Exemption for the Firearms Law Enforcement Officer Qualification Standard, form CJSTC-86B. This form was revised to amend the Oath Statement, pursuant to s. 117.05(13)(a), F.S., effective 1/1/2020.

11B-27.0022 Background Investigations.

11B-27.0022(2)(a) This revision incorporates the revised Authority for Release of Information (Background Investigation Waiver), form CJSTC-58. This form was revised to amend the Oath Statement, pursuant to s. 117.05(13)(a), F.S., effective 1/1/2020.

11B-27.003 Duty to Report Investigations, Procedures.

11B-27.003(2)(a) This revision incorporates the revised Internal Investigation Report, form CJSTC-78. This form was revised to update the list of exceptions to the limitation period for disciplinary action to include "Ongoing compliance hearing proceeding".

11B-27.005 Revocation or Disciplinary Actions; Disciplinary Guidelines; Range of Penalties; Aggravating and Mitigating Circumstances.

11B-27.005(12) This revision allows the Commission to discipline a person who committed a moral character violation while employed on a TEA, but was separated from employment prior to the conclusion of the Commission's preliminary investigation or disciplinary process.

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

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

11B-35.001(11)(b) This revision adds all Specialized Training Program Courses to the list of courses requiring the course completion be entered into ATMS within 30 days of the course completion date.

11B-35.001(11)(c)-(d) This revision deletes Rule 11B-35.001(11)(c) and reassigns the remaining paragraph letter because this section was incorporated in the revision to Rule 11B-35.001(11)(b).

11B-35.001(11)(c)8. This revision incorporates the revised Instructor Exemption, form CJSTC-82. This form was revised to update the rule reference.

11B-35.001(11)(c)14. This revision incorporates the revised Physician's Assessment, form CJSTC-75. This form was revised to update the rule reference.

11B-35.002 Basic Recruit Training Programs for Law Enforcement, Correctional, and Correctional Probation.

11B-35.002(3) This revision clarifies that this rule section applies to persons entering cross-over training programs and that a background investigation pursuant to s. 943.14(7), F.S. must be completed for applicants for a cross-over training program.

11B-35.002(3)(a)1.-4. This revision removes unnecessary language.

11B-35.002(3)(a)3. This revision clarifies that a person has four years from the date he or she started the basic recruit training program for the discipline he or she is moving from to complete the program, pass the State Officer Certification Examination, and begin the cross-over training program.

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)(f)2. This revision incorporates the revised First Aid Evaluation, form CJSTC-5. The form was revised to remove CPR instructor certification as a prerequisite to taking the First Aid Instructor Course.

11B-35.0024(4)(c)2. This revision incorporates the revised Speed Measurement Device Instructor Field Evaluation, form CJSTC-10. This form was revised to only require the last four digits of the applicant's social security number.

11B-35.0024(4)(l)2. This revision incorporates the revised Canine Team Instructor Performance Evaluation, form CJSTC-20. This form was revised to only require the last four digits of the applicant's social security number.

11B-35.006 Advanced Training Program.

11B-35.006(7) This revision requires entry of all Advanced Training Program Courses into ATMS regardless of if the course is taken for mandatory retraining or salary incentive and requires training schools to indicate the reason the officer is taking the course.

The 2020/2021 Forms Index of revised forms for Rule 11B is listed below, effective 5/2021:

Form Number	Form Name	Form Action
CJSTC-5	First Aid Performance Evaluation	Revised
CJSTC-10	Speed Measurement Device Instructor Field Evaluation	Revised
CJSTC-20	Canine Team Instructor Performance Evaluation	Revised
CJSTC-58	Authority for Release of Information (Background Investigation Waiver)	Revised
CJSTC-59	Officer Certification Application	Revised
CJSTC-60	Registration for Employment Affidavit of Compliance	Revised
CJSTC-61	Affidavit of Separation	Revised
CJSTC-63	Higher Education for Salary Incentive Report	Revised
CJSTC-68	Affidavit of Applicant	Revised
CJSTC-74	Mandatory Retraining Report	Revised
CJSTC-75	Physician's Assessment	Revised
CJSTC-77	Employment Background Investigative Report	Revised
CJSTC-78	Internal Investigation Report	Revised
CJSTC-82	Instructor Exemption	Revised
CJSTC-86B	Injury or Illness Exemption for the Firearms Law Enforcement Officer Qualification Standard	Revised
CJSTC-259	Officer Certification Deficiency Notification	Revised

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