



Criminal Justice Standards and Training Commission

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CRIMINAL JUSTICE STANDARDS AND TRAINING COMMISSION **TECHNICAL MEMORANDUM 2022-03**

Date: April 11, 2022

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: Misuse of Electronic Databases

In 2021, the Florida Legislature passed Senate Bill 890, creating s. 943.17191, F.S., which directs the Commission to require by rule that each law enforcement officer receive instruction on the proper use and use limitations of electronic databases in the officer's official capacity and the penalties associated with the misuse of such electronic databases. Each law enforcement officer must complete this training every four years as part of the 40 hours of instruction for continued employment or appointment as an officer. This requirement is effective for mandatory retraining cycles ending June 30, 2022, and all subsequent cycles. The "Mandatory Retraining – Matrix of Requirements" is attached for reference.

The Automated Training Management System (ATMS) has been programmed to allow agency users to document completion of the training when an officer's mandatory retraining is updated. The training is documented under the "Certification" tab for each officer within ATMS. Once an officer has completed all mandatory retraining – including the new "Misuse of Electronic Databases" course – agency users should check the appropriate box in ATMS to attest that the required training has been completed.

At the November 2021 meeting, the Commission approved a 1-hour Misuse of Electronic Databases (course #1414), effective November 4, 2021. Officers are not required to complete the Commission course; however, agencies must ensure that the topic areas outlined in the statute are covered. Officers may access the course through this link:

[http://www.fdle.state.fl.us/Media/BPDtraining/MisuseDatabase/index.html#/.](http://www.fdle.state.fl.us/Media/BPDtraining/MisuseDatabase/index.html#/)

For questions regarding this technical memorandum, contact Training and Research Manager, Terry Baker at TerryBaker@fdle.state.fl.us or (850) 410-8688.

cc: Criminal Justice Standards and Training Commission

Attachment: Mandatory Retraining – Matrix of Requirements



CRIMINAL JUSTICE STANDARDS & TRAINING COMMISSION
Florida Officer Mandatory Retraining Requirements
Florida Officers Must Complete 40 Hours Every 4 Years to Maintain Certification



	Specified Training Requirement	Authority	Officer Training Requirements To be completed every 4-years	Law Enforcement Officer Firearms Qualification Standard Complete and report every 2 years starting July 1, 2006	Dart-Firing Stun Gun To be completed annually (Officer Compliance NOT reported to the CJSTC)
1	Human Diversity Interpersonal Skills (LE, CO, CPO)	s. 943.1716, F.S. 11B-27.00212(5)(b), F.A.C.	There is no specified curriculum or course hour requirement. LE officers, who complete the Discriminatory Profiling continuing training pursuant to s. 943.1758, F.S., may satisfy this requirement upon approval of the agency head. CJSTC Rules establish that certified officers who instruct human diversity training may substitute completion or instruction of this training to satisfy the officer's continuing training requirement.		
2	Officer Use-of-Force Training (LE, CO, CPO)	s. 943.125(4)(d), F.S. 11B-27.00212(13), F.A.C.	1) Scenario-based Firearms Training 2) Physiological Response Dynamics Training 3) Less-lethal force options available within the agency 4) Agency policies on Use-of Force training 5) Legal aspects regarding Use-of-Force training (LE & CO must comply with 1-5 above) (CPO must comply with 2-5 above)		
3	Dart-Firing Stun Gun (LE, CO, CPO)	s. 943.1717, F.S.			Any officer authorized by his/her employing agency to carry a dart-firing stun gun shall complete the CJSTC 4-hour training or equivalent AND 1-hour of training annually.
4	Firearms Qualification Standard (LE only)	s. 943.12(16), F.S. 11B-27.00212(14), F.A.C.		Demonstrate proficiency skills on the required firearms qualification standard form CJSTC-86A. Proficiency must be demonstrated before a CJSTC certified firearms instructor.	
5	Domestic Violence (LE only)	s. 943.1701, F.S. 11B-27.00212(5)(a), F.A.C.	Training shall meet the 14 points stated in Florida Statutes. There is no specified hour requirement. CJSTC Rules establish that certified law enforcement officers who instruct domestic violence training may substitute completion or instruction of this training to satisfy the officer's continuing training requirement.		



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6	Juvenile Sexual Offender Investigation (LE only)	s. 943.17295, F.S. 11B-27.00212(5)(c), F.A.C.	There is no specified curriculum or course hour requirement. CJSTC Rules establish that certified law enforcement officers who instruct Juvenile Sexual Offender Investigation training may substitute completion or instruction of this training to satisfy the officer's continuing training requirement.		
7	Discriminatory Profiling and Professional Traffic Stops (LE only)	s. 943.1758, F.S. 11B-35.007(4)(h), F.A.C. 11B-27.00212(5)(d), F.A.C.	There is no specified curriculum or course hour requirement. An LE officer's continuing education in the area of Human Diversity shall include training on high-risk and critical tasks that include stops, use of force and domination, and other areas of interaction between officers and members of diverse populations. CJSTC Rules establish that certified law enforcement officers who instruct Discriminatory Profiling and Professional Traffic Stops training may substitute completion or instruction of this training to satisfy the officer's continuing training requirement.		
8	Misuse of Electronic Databases (LE only)	s. 943.17191, F.S. 11B-27.00212(5)(e), F.A.C. (Rule pending promulgation)	There is no specified curriculum or course hour requirement. An LE officer's continuing education in the use of electronic databases shall include training on the authorized access to and use of personal identification information contained in electronic databases including the proper use and limitations on use of electronic databases and the penalties associated with the misuse of electronic databases.		