

FLORIDA DEPARTMENT OF LAW ENFORCEMENT

CRIMINAL JUSTICE STANDARDS AND TRAINING COMMISSION



Fiscal Year 2026 – 2027
Proposed Rules and Forms for Rule 11B
Prepared for
Commission Workshop – 8/5/2026
Commission Business Meeting – 8/6/2026

Last Updated 7/1/2026

29	11B-20.0014(2)(a)2.	Minimum Requirements for High-Liability and Specialized Instructor Certifications	Adds the requirement that instructors seeking the Vehicle Operations Instructor Certification must complete either the Vehicle Operations Instructor Course which began prior to October 28, 2027 and the Vehicle Instructor Update course or the Vehicle Operations Instructor course which begins on or after October 28, 2027.	Indicates which courses are necessary to obtain a Vehicle Operations Instructor certification.
41	11B-21.005(4)(a)	Criminal Justice Training School Requirements for Certification and Re-certification	Incorporates the revised Driving Range Facility Requirements, form CJSTC-202, to update the number and color of traffic cones required for training school driving ranges.	Incorporates the revised Driving Range Facility Requirements, form CJSTC-202.
51	11B-27.002(1)(d)	Certification, Employment or Appointment, Reactivation, and Terminating Employment or Appointment of Officers	Incorporates the revised Physician's Assessment, form CJSTC-75, to update the rule references, expand Physical Fitness Conditioning and Physical Fitness Testing activities, and remove requirement for training centers to develop and submit a physical fitness conditioning program; and the revised Patient Information, form CJSTC-75A, to update the rule reference and General Instructions to clarify the use of the form is optional.	Incorporates the revised Physician's Assessment, form CJSTC-75; and the revised Patient Information, form CJSTC-75A.
56	11B-27.00211(2)(a)	Fingerprint Processing and Criminal Record Results	Incorporates the revised Fingerprint Notification, form CJSTC-62, to remove the Department of Managements Services (DMS) and add the Florida Department of Corrections (FDC) as a contract agency for private correctional institutions to submit electronic fingerprints because DMS does not oversee contracts any longer.	Incorporates the revised Fingerprint Notification, form CJSTC-62.
65	11B-27.00213(2)(b)	Temporary Employment Authorization	Incorporates the revised Handgun Performance Evaluation, form CJSTC-4, to expand the date boxes to allow more space for instructors to record the test/attempt dates in the Qualification and Proficiency Evaluation categories.	Incorporates the revised Handgun Performance Evaluation, form CJSTC-4.

99	11B-35.001(3)(b)	General Training Programs; Requirements and Specifications	Adds the requirement for currently certified vehicle operations instructors to complete the Vehicle Operations Instructor Update Course and for new instructors to complete the new Vehicle Operations Instructor Course in order to instruct the 2028 version of the Basic Recruit Vehicle Operations course.	Adds the requirement for currently certified vehicle operations instructors to complete the Vehicle Operations Instructor Update Course and for new instructors to complete the new Vehicle Operations Instructor Course.
99	11B-35.001(3)(b)-(g)	General Training Programs; Requirements and Specifications	Reformats paragraph 11B-35.001(3)(b)-(g), F.A.C., because of the addition of requirements for vehicle operations instructors in the new paragraph (b).	Reformats paragraph 11B-35.001(3)(b)-(g), F.A.C., because of the addition of requirements for vehicle operations instructors in the new paragraph (b).
102	11B-35.001(11)(c)14.	General Training Programs; Requirements and Specifications	Incorporates the revised Physician's Assessment, form CJSTC-75, to update the rule references, expand Physical Fitness Conditioning and Physical Fitness Testing activities, and remove requirement for training centers to develop and submit a physical fitness conditioning program.	Incorporates the revised Physician's Assessment, form CJSTC-75.
108	11B-35.002(6)(c)1.-8.	Basic Recruit Training Programs for Law Enforcement, Correctional, and Correctional Probation	Removes the retired courses that are no longer eligible for completion and incorporates the revised list of retired courses that are eligible for completion provided that they are still within four years from the beginning date of the training.	Updates the retired courses that are still eligible for completion.
112	11B-35.0023(4)	Student Transfers within Basic Recruit Training Programs	Adds subsection 11B-35.0023(4), F.A.C., to include requirements to allow a student to transfer training hours completed in a Criminal Justice Officer Physical Fitness Training course in one Basic Recruit Training Program to another training school, for the same training program.	Adds subsection 11B-35.0023(4), F.A.C., to include requirements for transfer training hours.
112-113	11B-35.0023(4)-(7)	Student Transfers within Basic Recruit Training Programs	Reformats the numbering of subsections 11B-35.0023(4)-(7), F.A.C.	Reformats the numbering of subsections 11B-35.0023(4)-(7), F.A.C.

115	11B-35.0024(3)(c)2.	Student Performance in Commission-approved High-Liability Basic Recruit Training Courses, Instructor Training Courses, and Specialized and Advanced Training Program Courses Requiring Proficiency Demonstration	Incorporates the revised Handgun Performance Evaluation, form CJSTC-4, to expand the date boxes to allow more space for instructors to record the test/attempt dates in the Qualification and Proficiency Evaluation categories.	Incorporates the revised Handgun Performance Evaluation, form CJSTC-4.
115	11B-35.0024(3)(d)2.	Student Performance in Commission-approved High-Liability Basic Recruit Training Courses, Instructor Training Courses, and Specialized and Advanced Training Program Courses Requiring Proficiency Demonstration	Incorporates the revised Handgun Instructor Performance Evaluation, form CJSTC-4H, to expand the date boxes to allow more space for instructors to record the test/attempt dates in the Qualification and Proficiency Evaluation categories.	Incorporates the revised Handgun Instructor Performance Evaluation, form CJSTC-4H.
116	11B-35.0024(3)(g)2.	Student Performance in Commission-approved High-Liability Basic Recruit Training Courses, Instructor Training Courses, and Specialized and Advanced Training Program Courses Requiring Proficiency Demonstration	Incorporates the revised Vehicle Operations Performance Evaluation, form CJSTC-7, to update the rule reference and update criteria for passing proficiency skills.	Incorporates the revised Vehicle Operations Performance Evaluation, form CJSTC-7.
116	11B-35.0024(3)(i)2.	Student Performance in Commission-approved High-Liability Basic Recruit Training Courses, Instructor Training Courses, and Specialized and Advanced Training Program Courses Requiring Proficiency Demonstration	Incorporates the revised Patrol Rifle Instructor Performance Evaluation, form CJSTC-4R, to expand the date boxes to allow more space for instructors to record the test/attempt dates in the Qualification and Proficiency Evaluation categories.	Incorporates the revised Patrol Rifle Instructor Performance Evaluation, form CJSTC-4R.

117	11B-35.0024(3)(j)2.	Student Performance in Commission-approved High-Liability Basic Recruit Training Courses, Instructor Training Courses, and Specialized and Advanced Training Program Courses Requiring Proficiency Demonstration	Incorporates the revised Shotgun Instructor Performance Evaluation, form CJSTC-4S, to expand the date boxes to allow more space for instructors to record the test/attempt dates in the Qualification and Proficiency Evaluation categories.	Incorporates the revised Shotgun Instructor Performance Evaluation, form CJSTC-4S.
118	11B-35.0024(4)(h)	Student Performance in Commission-approved High-Liability Basic Recruit Training Courses, Instructor Training Courses, and Specialized and Advanced Training Program Courses Requiring Proficiency Demonstration	Incorporates the revised Breath Testing Course Performance, form CJSTC-14, to update the rule reference, add a submission email, and designate where the original and/or copy of the form should be maintained.	Incorporates the revised Breath Testing Course Performance, form CJSTC-14.



CRIMINAL JUSTICE STANDARDS AND TRAINING COMMISSION



RULES AND FORMS EFFECTIVE: 4/2027 ~~MAY/JUNE/JULY 2026~~

2026-2027 ~~2025-2026~~ PROPOSED RULE REVISIONS

The 2026-2027 Proposed Rules will be indicated with ~~strike-throughs~~ and underlining in GREEN with Comment boxes in BLUE text, effective 4/2027.

The Link to: **RULES INDEX**

Rule Chapter

SALARY INCENTIVE PROGRAM

11B-14

State Website: <https://www.flrules.org/gateway/RuleNo.asp?ID=11B-14>

CRIMINAL JUSTICE STANDARDS AND TRAINING TRUST FUND

11B-18

State Website: <https://www.flrules.org/gateway/ChapterHome.asp?Chapter=11B-18>

CERTIFICATION OF CRIMINAL JUSTICE TRAINING INSTRUCTORS

11B-20

State Website: <https://www.flrules.org/gateway/ChapterHome.asp?Chapter=11B-20>

CERTIFICATION OF CRIMINAL JUSTICE TRAINING SCHOOLS

11B-21

State Website: <https://www.flrules.org/gateway/ChapterHome.asp?Chapter=11B-21>

CERTIFICATION AND EMPLOYMENT OR APPOINTMENT

11B-27

State Website: <https://www.flrules.org/gateway/ChapterHome.asp?Chapter=11B-27>

STATE OFFICER CERTIFICATION EXAMINATION

11B-30

State Website: <https://www.flrules.org/gateway/ChapterHome.asp?Chapter=11B-30>

TRAINING PROGRAMS

11B-35

State Website: <https://www.flrules.org/gateway/ChapterHome.asp?Chapter=11B-35>

CJSTC FORMS ON FDLE WEBSITE

<http://www.fdle.state.fl.us/CJSTC/Publications/Forms.aspx>

Bureau of Administrative Code Website

<https://www.flrules.org/gateway/Division.asp?DivID=20>

Note: In March 2020, JAPC approved the removal of “cms” throughout specific areas of the rule text and CJSTC forms.

996 **11B-20.0014 Minimum Requirements for High-Liability and Specialized Instructor Certifications.**

997 (1) High-Liability Topics Instructor Certification. Instructor applicants shall comply with the following

998 requirements for certification:

999 (a) Possess a General Instructor Certification or be eligible for General Instructor Certification and apply for

1000 General Instructor Certification at the same time the applicant is requesting certification in the high-liability topic.

1001 Multiple topics may be applied for at the same time.

1002 (b) Complete three years' experience as a certified criminal justice officer or three years' experience in the

1003 topic of instruction for which certification is sought.

1004 (c) Complete the instructor training requirements set forth in subsection (2) of this rule section, for High-

1005 Liability Instructor Topics for which the instructor applicant is requesting certification. The High-Liability Training

1006 Courses and proficiency requirements are outlined in Rule 11B-35.0024, F.A.C.

1007 (d) Be evaluated by his or her students. Student evaluation shall be reviewed with the instructor applicant by a

1008 training center director, agency administrator, or an instructor designated by the training center director or agency

1009 administrator and documented on the Instructor Competency Checklist form CJSTC-81, revised August 15, 2024,

1010 effective 3/2025, hereby incorporated by reference <https://flrules.org/Gateway/reference.asp?No=Ref-17837>.

1011 (e) Complete the Instructor Certification Application form CJSTC-71 and attach all documents prior to

1012 submitting the application for approval.

1013 (f) Instructor applicants who apply for a High-Liability Instructor Certification shall have completed the

1014 applicable High-Liability Instructor Course within four years of the date the instructor applicant applies for

1015 certification. Instructor applicants shall meet the requirements for High-Liability Instructor Certification for each

1016 topic requested.

1017 (2) High-Liability Instructor Topics.

1018 (a) Vehicle Operations Instructor Certification. Instructor applicants who request to obtain certification to

1019 instruct vehicle operations topics shall:

1020 1. Comply with the requirements for General Instructor Certification pursuant to subsection 11B-20.001(3),

1021 F.A.C.; and

1022 2. Have successfully completed through a training school the Vehicle Operations Instructor Course which

1023 began on or after October 28, 2027 or completed through a training school, the Vehicle Operations Instructor Course

1024 which began prior to October 28, 2027 and the Vehicle Operations Instructor Update course; and

1025 3. Following successful completion of the Vehicle Operations Instructor Course, have successfully completed

1026 a high-liability internship documented on the Instructor Competency Checklist form CJSTC-81 that is supervised by a

1027 certified vehicle operations instructor.

1028 (b) Handgun Instructor Certification. Instructor applicants who request to obtain certification to instruct

1029 handgun topics shall:

1030 1. Comply with the requirements for General Instructor Certification pursuant to subsection 11B-20.001(3),

1031 F.A.C.; and

1032 2. Have successfully completed through a training school the Handgun Instructor Course (formerly Firearms

1033 Instructor Course); and

1034 3. Following completion of the Handgun Instructor Course, have successfully completed a high-liability

1035 internship documented on the Instructor Competency Checklist form CJSTC-81 that is supervised by a certified

1036 handgun instructor.

1037

Commented [G31]:
 11B-20.0014(2)(a)2.:
Description of the Revision: Indicates which courses are necessary to obtain a Vehicle Operations Instructor certification.
Why the rule is being revised: Adds the requirement that instructors seeking the Vehicle Operations Instructor Certification must complete either the Vehicle Operations Instructor Course which began prior to October 28, 2027 and the Vehicle Instructor Update course or the Vehicle Operations Instructor course which begins on or after October 28, 2027.
 Revised by: Madeline Aultman

1415 **11B-21.005 Criminal Justice Training School Requirements for Certification and Re-certification.**
 1416 Training Schools certified by the Commission shall comply with the following requirements:
 1417 (1) Provide criminal justice training to criminal justice agencies and officers in its service area.
 1418 (2) Comply with the requirements set forth in Rule Chapter 11B-35, F.A.C., when delivering Commission-
 1419 approved training.
 1420 (3) Classroom Facility and Equipment Requirements. Comply with the classroom facility and equipment
 1421 requirements set forth in the Training School Classroom Facility Requirements, form CJSTC-205, revised August
 1422 15, 2024, effective 3/2025, hereby incorporated by reference [https://flrules.org/Gateway/reference.asp?No=Ref-](https://flrules.org/Gateway/reference.asp?No=Ref-17841)
 1423 [17841](https://flrules.org/Gateway/reference.asp?No=Ref-17841). Form CJSTC-205 can be obtained at the following FDLE Internet address:
 1424 <http://www.fdle.state.fl.us/CJSTC/Publications/Forms.aspx>, or by contacting Commission staff at (850) 410-8615.
 1425 (4) Driving Range Facility, Equipment, and Instructor to Student Ratio Requirements.
 1426 (a) When conducting Commission-approved vehicle operations training, comply with the driving range
 1427 facility, equipment, and instructor to student ratio requirements set forth in subsection 11B-35.0021(8), F.A.C., and
 1428 in the Driving Range Facility and Equipment Requirements, form CJSTC-202, revised ~~August 15, 2024, effective 3/2025~~, effective
 1429 August 15, 2024, effective 3/2025, hereby incorporated by reference ~~[https://flrules.org/Gateway/reference.asp?No=Ref-](https://flrules.org/Gateway/reference.asp?No=Ref-17841)~~
 1430 ~~[17841](https://flrules.org/Gateway/reference.asp?No=Ref-17841)~~ <https://flrules.org/Gateway/reference.asp?No=Ref-17842>.
 1431 Form CJSTC-202 can be obtained at the following FDLE Internet address:
 1432 <http://www.fdle.state.fl.us/CJSTC/Publications/Forms.aspx>, or by contacting Commission staff at (850) 410-8615.
 1433 (b) Deviation from the Standard Driving Range. Should any driving range proposed for construction after July
 1434 1, 1988, deviate from the standards set forth in form CJSTC-202, plans for such construction shall be submitted to
 1435 Commission staff for initial review, and then to the Commission for final approval or disapproval. Justification for
 1436 such construction shall include a statement of explanation and supporting documentation justifying the need to
 1437 deviate from the established standard. A recommendation for deviation from the Commission's driving facility
 1438 requirement shall ensure that vehicle operation training exercises can be safely and effectively performed.
 1439 (5) Defensive Tactics Facility, Equipment, and Instructor to Student Ratio Requirements. When conducting
 1440 Commission-approved defensive tactics training, comply with the defensive tactics equipment, facility, and
 1441 instructor to student ratio requirements set forth in subsection 11B-35.0021(8), F.A.C., and in the Defensive Tactics
 1442 Facility and Equipment Requirements, form CJSTC-203, revised August 15, 2024, effective 3/2025, hereby
 1443 incorporated by reference <https://flrules.org/Gateway/reference.asp?No=Ref-17843>. Form CJSTC-203 can be
 1444 obtained at the following FDLE Internet address: <http://www.fdle.state.fl.us/CJSTC/Publications/Forms.aspx>, or by
 1445 contacting Commission staff at (850) 410-8615.
 1446

Commented [GJ2]:
 11B-21.005(4)(a):
Description of the Revision: Incorporates the revised Driving Range Facility Requirements, form CJSTC-202.
Why the rule is being revised: Incorporates the revised Driving Range Facility Requirements, form CJSTC-202, to update the number and color of traffic cones required for training school driving ranges.
 Revised by: Madeline Aultman

1811 **11B-27.002 Certification, Employment or Appointment, Reactivation, and Terminating Employment or**
1812 **Appointment of Officers.**

1813 (1) Certification or Reactivation of Certification. Prior to submitting an application for certification or
1814 reactivation of certification for a law enforcement, correctional, or correctional probation officer, the employing
1815 agency shall collect and verify documents establishing that an applicant has complied with the requirements of
1816 Section 943.13, F.S. Verified documents shall be maintained in the officer's training file at the employing agency.
1817 The following documents are required for verification of an applicant's compliance with this rule section:

1818 (a) Evidence of the applicant's age and citizenship verified by any of the following documents:

- 1819 1. Copy of birth certificate; or
- 1820 2. Copy of court documentation that attests to birth; or
- 1821 3. Current and valid U.S. passport that indicates U.S. citizenship and birth date; or
- 1822 4. Report of Birth Abroad of a Citizen of the United States, issued by a U.S. Consular Office; or
- 1823 5. Certificate of Naturalization from the United States Department of Immigration and Naturalization.

1824 (b) Evidence that the applicant is a high school graduate or its equivalent pursuant to Rule 11B-27.0021,
1825 F.A.C.

1826 (c) Evidence that an applicant's fingerprints have been processed by the Federal Bureau of Investigation or the
1827 Florida Department of Law Enforcement, if identified as a single state offender or multi-state offender, pursuant to
1828 Rule 11B-27.00211, F.A.C.

1829 (d) A Physician's Assessment, form CJSTC-75, revised effective August 13,
1830 2020, effective 5/2024 hereby incorporated by reference,
1831 <https://www.flrules.org/Gateway/reference.asp?No=Ref>
1832 <https://www.flrules.org/Gateway/reference.asp?No=Ref-14221>, or an equivalent form signed by a physician,
1833 certified advanced registered nurse practitioner, or physician assistant licensed in the United States or its territories,
1834 verifying the applicant's fitness to perform the duties of an officer pursuant to Section 943.13(6), F.S. Form
1835 CJSTC-75 can be obtained at the following FDLE Internet address:
1836 <http://www.fdle.state.fl.us/CJSTC/Publications/Forms.aspx>, or by contacting Commission staff at (850) 410-8615.
1837 A copy of the officer's position description shall be reviewed by the physician to ensure that the applicant can meet
1838 the physical standards required of the position. A Patient Information, form CJSTC-75A, revised effective
1839 November 8, 2007, hereby incorporated by reference,
1840 <https://www.flrules.org/Gateway/reference.asp?No=Ref>, may also be provided to the examining physician,
1841 certified advanced registered nurse practitioner, or physician assistant for reference. Form CJSTC-75A can be
1842 obtained at the following FDLE Internet address: <http://www.fdle.state.fl.us/CJSTC/Publications/Forms.aspx>, or by
1843 contacting Commission staff at (850) 410-8615. The CJSTC-75 form or equivalent, shall be completed with each
1844 new employment or appointment of an officer, and shall not be completed more than one year prior to an officer's
1845 employment or appointment. A CJSTC-75 form prepared for a specific employing agency shall not be used by any
1846 other employing agency.

1847 (e) Evidence, by verification of military records, that the individual has not received a dishonorable discharge
1848 from any of the Armed Forces of the United States, pursuant to paragraph 11B-27.0022(2)(c), F.A.C.

1849 (f) An Affidavit of Applicant, form CJSTC-68, revised August 15, 2024, effective 3/2025, hereby incorporated
1850 by reference <https://flrules.org/Gateway/reference.asp?No=Ref-17852>, executed by the applicant attesting that the
1851 applicant complies with the employment or appointment qualifications pursuant to Sections 943.13(1)-(10), F.S.
1852 Form CJSTC-68 can be obtained at the following FDLE Internet address:
1853 <http://www.fdle.state.fl.us/CJSTC/Publications/Forms.aspx>, or by contacting Commission staff at (850) 410-8615.

1854 (g) Evidence that a thorough background investigation was conducted not more than one year prior to the date
1855 of employment or appointment as an officer or civilian officer trainee, pursuant to Rule 11B-27.0022, F.A.C. A
1856 thorough background investigation shall be conducted in conjunction with an officer's employment or appointment,
1857 regardless of existing evidence that a thorough background investigation of the officer was conducted for a previous
1858 employment or appointment.

1859 **Rule 11B-27.002 51 2026-2027 PENDING Effective 7-2-26**
Certification and Employment or Appointment:
Certification, Employment or Appointment, Reactivation,
and Terminating Employment or Appointment of Officers

Commented [GJ3]:

11B-27.002(1)(d):

Description of the Revision: Incorporates the revised Physician's Assessment, form CJSTC-75; and the revised Patient Information, form CJSTC-75A.

Why the rule is being revised: Incorporates the revised Physician's Assessment, form CJSTC-75, to update the rule references, expand Physical Fitness Conditioning and Physical Fitness Testing activities, and remove requirement for training centers to develop and submit a physical fitness conditioning program; and the revised Patient Information, form CJSTC-75A, to update the rule reference and General Instructions to clarify the use of the form is optional.

Revised by: Terry Baker

2015 **11B-27.00211 Fingerprint Processing and Criminal Record Results.** An employing agency shall maintain
2016 on file, at minimum, a Federal Bureau of Investigation Civil Applicant Response provided from a Live Scan device
2017 by the Florida Department of Law Enforcement (FDLE) Certified Mail Application, with the National Crime
2018 Information Center (NCIC) criminal history record attached, and an FDLE Customer Summary Report and
2019 Transaction Listing with the Florida Criminal Information Center (FCIC) criminal history record attached. If a Civil
2020 Applicant Response is not received by the agency, the FCIC Criminal History indicating no single state or multi-
2021 state offender criminal history record exists shall be proof the applicant's fingerprints have been processed.

2022 (1) The employing agency shall submit for processing an applicant's fingerprints to the FDLE. The
2023 submission shall include one of the following references: "Law Enforcement Officer Applicant, Section 943.13,
2024 F.S.," or "Correctional Officer Applicant, Section 943.13, F.S.," or "Correctional Probation Officer Applicant,
2025 Section 943.13, F.S.," as the reason fingerprinted. An applicant's fingerprints shall be processed in conjunction with
2026 an officer's employment or appointment regardless if the officer has proof of the existence of processed fingerprints
2027 from a previous employment or appointment. The employing agency is required to use an electronic fingerprinting
2028 submission device authorized by FDLE for the submission of applicant fingerprints.

2029 (2) Private Correctional Institutions and Jails.

2030 (a) Private correctional institutions under contract with the Florida Department of Corrections (FDC)
2031 Department of Management Services (DMS) or the Florida Department of Children and Families (DCF) shall
2032 submit for processing an applicant's fingerprints to the FDLE. The private correctional institution is required to use
2033 an electronic fingerprinting submission device and is responsible for any cost associated with the fingerprint
2034 submission. The response to the fingerprint submission shall be electronically transmitted to the respective contract
2035 agency (FDC DMS or DCF) for review for compliance with Section 943.13(4), F.S. The contract agency will
2036 complete the Fingerprint Notification, form CJSTC-62, revised August 12, 2021, effective August 12, 2021,
2037 effective 6/2022, hereby incorporated by reference [https://flrules.org/Gateway/reference.asp?No=Ref-](https://flrules.org/Gateway/reference.asp?No=Ref-https://www.flrules.org/Gateway/reference.asp?No=Ref-14217)
2038 <https://www.flrules.org/Gateway/reference.asp?No=Ref-14217>, or other written notice to document compliance with
2039 Section 943.13(4), F.S., and provide it to the private correctional institution. Form CJSTC-62 can be obtained at the
2040 following FDLE Internet address: <http://www.fdle.state.fl.us/CJSTC/Publications/Forms.aspx>, or by contacting
2041 Commission staff at (850) 410-8615.

2042 (b) All other private correctional institutions and jails shall submit for processing an applicant's fingerprints to
2043 the FDLE. The private correctional institution is required to use an electronic fingerprinting submission device and
2044 is responsible for any cost associated with the fingerprint submission. The response to the fingerprint submission
2045 shall be electronically transmitted to the FDLE, Officer Records Section, for review for compliance with Section
2046 943.13(4), F.S. The Officer Records Section will complete form CJSTC-62 and provide it to the private correctional
2047 institution or jail.

2048 (3) The employing agency shall submit or electronically transmit to Commission staff through the
2049 Commission's ATMS, the date indicated on the electronic response documenting the processed fingerprints. The
2050 response from an applicant's processed fingerprints shall be maintained on file at the agency within one year of the
2051 officer's initial employment or appointment. An employing agency is not required to re-fingerprint an individual
2052 who has been continuously employed or appointed with the same agency and is seeking certification as a sworn
2053 officer with that agency.

2054 (4) Training schools that offer a Commission-approved Basic Recruit Training Program for law enforcement,
2055 correctional, or correctional probation officers, or a selection center that provides applicant screening for a training
2056 school, shall conduct a criminal history background check of an applicant prior to entrance into such Basic Recruit
2057 Training Program. The employing agency shall provide the training school with documentation that an applicant's
2058 fingerprints have been processed, that the response is on file with the employing or appointing agency, and has been
2059 verified by the employing or appointing agency to contain no statutory disqualifiers. If the FBI has not returned the
2060 Civil Applicant Response to the employing or appointing agency, the agency shall notify the training school that the
2061 criminal history background check is incomplete. The employing or appointing agency shall notify the training
2062 school upon receipt of the results of the applicant's fingerprints, which shall be maintained in the student's file at the
2063 training school.

2064 (5) An applicant's fingerprints that have been processed prior to employment or appointment, in conjunction
2065 with the agency's background investigation, and pursuant to Rule 11B-27.0022, F.A.C., shall be considered current
2066 when the officer's fingerprints are processed in conjunction with the new employment or appointment.

Commented [GHJ4]: 11B-27.00211(2)(a):
Description of the Revision: Incorporates the revised Fingerprint Notification, form CJSTC-62.
Why the rule is being revised: Incorporates the revised Fingerprint Notification, form CJSTC-62, to remove the Department of Managements Services (DMS) and add the Florida Department of Corrections (FDC) as a contract agency for private correctional institutions to submit electronic fingerprints because DMS does not oversee contracts any longer.
Revised by: Terry Baker

Rule 11B-27.00211 56 2026-2027 PENDING Effective 6-26-22
Certification and Employment or Appointment:
Fingerprint Processing and Criminal Record Results

11B-27.00213 Temporary Employment Authorization. A Certificate of Compliance shall not be issued to officers employed on a Temporary Employment Authorization (TEA) prior to meeting the requirements of Sections 943.13(1)-(10), F.S.

(1) A TEA shall only be issued pursuant to Section 943.131, F.S. Individuals hired on a TEA shall comply with the firearms training program established by Section 943.17(1)(a), F.S.

(a) Pre-Training TEA. Individuals employed or appointed on a pre-training TEA shall:

1. Begin a Commission-approved Basic Recruit Training Program within 180 days of being placed on a TEA.
2. Successfully complete eight hours of firearms training, which shall include demonstration of proficiency in the presence of a Commission-certified handgun instructor.
3. Successfully complete a Commission-approved Basic Recruit Training Program within 18 months of beginning the training program.
4. Achieve a passing score on the State Officer Certification Examination (SOCE) within 180 days from the date that basic recruit training was completed.
5. To employ or appoint an individual on a TEA, who has not completed a Commission-approved Basic Recruit Training Program, the employing agency shall document circumstances for the critical need to employ or appoint such individual on a Temporary Employment Authorization Statement form CJSTC-65, which shall be maintained in the officer's file at the employing agency.

(b) Post-training TEA. Individuals employed or appointed on a post-training TEA shall:

1. Have completed a Commission-approved Basic Recruit Training Program and is waiting to take the next scheduled SOCE.
2. Have 180 days from the completion date of the Basic Recruit Training Program or commencement of employment, whichever is later, to achieve a passing score on the SOCE.

(c) A TEA shall terminate if a basic recruit student fails to pass the Basic Recruit Training Program.

1. If a basic recruit student fails a course in the Basic Recruit Training Program, the student shall be permitted to remain on the TEA while retaking the failed course; and

2. Shall be required to enroll in the next available course to complete the Basic Recruit Training Program.

(2) An officer employed on a TEA, shall be excused from the firearms training requirement upon placement of a statement in the officer's file at the employing agency. The statement shall be signed by the agency administrator confirming that the TEA-appointed officer shall not be permitted to carry a firearm until the following classroom training requirements have been fulfilled:

(a) Classroom Training:

1.	Range Safety Rules	1 Hour
2.	Legal Aspects of Firearms	2 Hours
3.	Introduction to Primary Service Weapon	2 Hours
4.	Chemical Agents	1 Hour
5.	Introduction to Alternate Service Weapon	2 Hours
	Total Hours	8 Hours

2363 (b) Firearms Range Training. The trainee's proficiency demonstration shall be documented on a Handgun
 2364 Performance Evaluation, form CJSTC-4, revised , effective August 15, 2024, effective
 2365 3/2025, hereby incorporated by reference [https://www.flrules.org/Gateway/reference.asp?No=Ref-](https://www.flrules.org/Gateway/reference.asp?No=Ref-17866)
 2366 <https://www.flrules.org/Gateway/reference.asp?No=Ref-17866>, and maintained in the trainee's file at the employing
 2367 agency. Form CJSTC-4 can be obtained at the following FDLE Internet address:
 2368 <http://www.fdle.state.fl.us/CJSTC/Publications/Forms.aspx>, or by contacting Commission staff at (850) 410-8615.
 2369 The instructor shall qualify the trainee with a semi-automatic pistol using the Commission's Basic Recruit Training
 2370 Firearms Proficiency Skills, pursuant to form CJSTC-4, and the form shall be maintained in the trainee's file at the
 2371 employing agency.

2372 (3) The Commission shall separate an officer from employment, through the Commission's ATMS, if the
 2373 officer's TEA exceeds 180 days without enrollment in a Commission-approved Basic Recruit Training Program,
 2374 fails to complete a Commission-approved Basic Recruit Training Program within 18 months, or the officer has
 2375 failed to achieve a passing score on the SOCE within 180 consecutive days after successful completion of a Basic
 2376 Recruit Training Program.

2377 (4) Agencies applying to temporarily employ or appoint an individual who has had a previous TEA registered
 2378 with the Commission in the same discipline, may do so only if:

2379 (a) The individual was previously certified as a full-time or part-time officer; or

2380 (b) The individual has not been employed on TEA in the same discipline more than two times within any four-
 2381 year period.

2382 (5) Individuals employed on a TEA, pursuant to Section 943.131, F.S., are subject to disciplinary action by the
 2383 Commission.

2384 *Rulemaking Authority 943.03(4), 943.12(1) FS. Law Implemented 943.12(3), 943.13, 943.131, 943.133, 943.139,*
 2385 *943.1395, 943.17(1)(a) FS. History—New, 11-5-02. Amended 11-30-04, 3-27-06, 6-9-08, 9-28-09, 6-3-10, 5-21-12,*
 2386 *3-13-13, 9-4-16, 6-26-22, 8-30-23, 4-9-25.*

Commented [GH35]: 11B-27.00213(2)(b):
Description of the Revision: Incorporates the revised Handgun
 Performance Evaluation, form CJSTC-4.
Why the rule is being revised: Incorporates the revised Handgun
 Performance Evaluation, form CJSTC-4, to expand the date boxes to
 allow more space for instructors to record the test/attempt dates in
 the Qualification and Proficiency Evaluation categories.
Revised by: Priscilla Martin

3240	Training Programs	Chapter 11B-35
3241	RULE TITLES:	RULE NOS.:
3242	1. General Training Programs; Requirements and Specifications.	<u>11B-35.001</u>
3243	2. eLearning Instruction	<u>11B-35.0010</u>
3244	3. Basic Abilities Test Requirements for Applicant Admission into a Law Enforcement and	<u>11B-35.0011</u>
3245	Correctional Basic Recruit Training Program.	
3246	4. Basic Recruit Training Programs for Law Enforcement, Correctional,	<u>11B-35.002</u>
3247	and Correctional Probation.	
3248	5. Courses and Requirements for Basic Recruit Training, Advanced, and	<u>11B-35.0021</u>
3249	Instructor Training Requiring Proficiency Demonstration.	
3250	6. Student Transfers within Basic Recruit Training Programs.	<u>11B-35.0023</u>
3251	7. Student Performance in Commission-approved High-Liability Basic Recruit	<u>11B-35.0024</u>
3252	Training Courses, Instructor Training Courses, and Specialized and Advanced Training	
3253	Program Courses Requiring Proficiency Demonstration.	
3254	8. Basic Recruit Training Programs for Law Enforcement, Correctional,	<u>11B-35.003</u>
3255	and Correctional Probation Auxiliary Training.	
3256	9. Career Development Training Program.	<u>11B-35.005</u>
3257	10. Advanced Training Program.	<u>11B-35.006</u>
3258	11. Specialized Training Program.	<u>11B-35.007</u>
3259	12. Criminal Justice Training School Requirements for Local Administration	<u>11B-35.0085</u>
3260	and Security of Examinations for Training Courses.	
3261	13. Exemption from Basic Recruit Training.	<u>11B-35.009</u>
3262	11B-35.001 General Training Programs; Requirements and Specifications.	
3263	(1) Throughout this rule chapter "training programs," "courses," "instructors," and "training schools" refer to	
3264	Commission-approved training programs, courses, instructors, and training schools. Commission-approved Basic	
3265	Recruit, Advanced, and Specialized Training Programs are intended to provide job-related training to law	
3266	enforcement, correctional, and correctional probation officers. The training programs are:	
3267	(a) Basic Recruit Training Programs that provide for the acquisition of employment skills necessary for officer	
3268	certification and employment; and	
3269	(b) Special Operations Forces Training Programs that provide training for special operations forces members	
3270	seeking officer certification.	
3271	(c) Advanced Training Programs that maintain officer certification, enhance officer knowledge, skills, and	
3272	abilities, and assist in an officer's promotion to a higher rank.	
3273	(d) Specialized Training Programs that provide for officer post-basic or in-service training that enhance an	
3274	officer's knowledge, skills, and abilities in a specific area.	
3275	(2) Notification of scheduled courses. The training center director or designee shall notify the assigned local	
3276	Commission field specialist of scheduled, rescheduled, or cancelled Commission-related training courses. This	
3277	notification shall be at least 30 days in advance, or immediately upon scheduling, rescheduling, or cancellation of	
3278	the course when under 30 days. Notification shall include at a minimum:	
3279		

3280 (a) Date(s) of course(s).
 3281 (b) Location of course(s).
 3282 (c) Title of course(s).
 3283 (d) Time of course(s).
 3284 (3) Instructors who teach Commission-approved Basic Recruit, Advanced, Specialized, and Special Operations
 3285 Forces Training Program Courses at a training school shall:

3286 (a) Be a Commission-certified General Instructor pursuant to subsection 11B-20.001(3), F.A.C., or be exempt
 3287 from certification pursuant to subsection 11B-20.001(4), F.A.C.

3288 (b) Be required to hold additional certifications for specified areas of instruction in Commission-approved
 3289 courses pursuant to Rule 11B-20.0014, F.A.C. Commission-certified vehicle operations instructors who instruct
 3290 Basic Recruit Vehicle Operations courses on or after July 1, 2028, must have completed the Vehicle Operations
 3291 Instructor Course, effective October 28, 2027, as a part of their initial vehicle operations instructor certification or
 3292 have completed the Vehicle Operations Instructor Update Course, effective May 13, 2027. All Commission-
 3293 certified vehicle operations instructors must have completed the Vehicle Operations Instructor Course, effective
 3294 October 28, 2027, as a part of their initial vehicle operations instructor certification or have completed the Vehicle
 3295 Operations Instructor Update Course, effective May 13, 2027, before June 30, 2028, or their vehicle operations
 3296 instructor certification will be deactivated.

3297 (c) ~~(b)~~ Be required to hold additional certifications for specified areas of instruction in Commission
 3298 courses
 3299 pursuant to Rule 11B-20.0014, F.A.C. Commission-certified defensive tactics instructors who instruct defensive
 3300 tactics courses on or after July 1, 2020, must have completed the Defensive Tactics Instructor Course, effective May
 3301 2, 2019, as a part of their initial defensive tactics instructor certification or have completed the Defensive Tactics
 3302 Instructor Update Course effective April 1, 2018.

3303 (d) ~~(e)~~ Be required to hold additional certifications for specified areas of instruction in Commission-
 3304 approved courses pursuant to Rule 11B-20.0014, F.A.C. Commission-certified handgun instructors who instruct
 3305 Basic Recruit Firearms courses on or after July 1, 2023, must have completed the Handgun Instructor Course
 3306 (formerly Firearms Instructor Course), effective July 1, 2023, as a part of their initial handgun instructor certification
 3307 or have completed the Handgun Instructor Update Course, effective August 18, 2022. All Commission-certified
 3308 handgun instructors must have completed the Handgun Instructor Course, effective July 1, 2023, as a part of their
 3309 initial handgun instructor certification or have completed the Handgun Instructor Update Course, effective August
 3310 18, 2022, before June 30, 2024, or their handgun instructor certification will be deactivated.

3311 (e) ~~(f)~~ Be required to hold additional certifications for specified areas of instruction in Commission-
 3312 approved courses pursuant to Rule 11B-20.0014, F.A.C. Commission-certified first aid instructors who instruct
 3313 Basic Recruit First Aid courses on or after July 1, 2023, must have completed the First Aid Instructor Course,
 3314 effective February 16, 2023, as a part of their initial first aid instructor certification or have completed the First Aid
 3315 Instructor Update Course, effective August 18, 2022. All Commission-certified first aid instructors must have
 3316 completed the First Aid Instructor Course, effective February 16, 2023, as a part of their initial first aid instructor
 3317 certification or have completed the First Aid Instructor Update Course, effective August 18, 2022, before June 30,
 3318 2024, or their first aid instructor certification will be deactivated.

3319 (f) ~~(g)~~ Be required to hold additional certifications for specified areas of instruction in Commission-
 3320 approved courses pursuant to Rule 11B-20.0014, F.A.C. Commission-certified patrol rifle instructors who instruct
 3321 Patrol Rifle Operator courses or Patrol Rifle Instructor courses must be a Commission-certified handgun instructor
 3322 and a Commission-certified patrol rifle instructor pursuant to Rule 11B-20.0014, F.A.C.

3323 (g) ~~(h)~~ Be required to hold additional certifications for specified areas of instruction in Commission-
 3324 approved courses pursuant to Rule 11B-20.0014, F.A.C. Commission-certified shotgun instructors who instruct
 3325 Shotgun Operator courses or Shotgun Instructor courses must be a Commission-certified handgun instructor and a
 3326 Commission-certified shotgun instructor pursuant to Rule 11B-20.0014, F.A.C.

3327

Commented [GJ6]:

11B-35.001(3)(b):

Description of the Revision: Adds the requirement for currently certified vehicle operations instructors to complete the Vehicle Operations Instructor Update Course and for new instructors to complete the new Vehicle Operations Instructor Course.

Why the rule is being revised: Adds the requirement for currently certified vehicle operations instructors to complete the Vehicle Operations Instructor Update Course and for new instructors to complete the new Vehicle Operations Instructor Course in order to instruct the 2028 version of the Basic Recruit Vehicle Operations course.

Revised by: Madeline Aultman

Commented [GJ7]:

11B-35.001(3)(b)-(g):

Description of the Revision: Reformats paragraph 11B-35.001(3)(b)-(g), F.A.C., because of the addition of requirements for vehicle operations instructors in the new paragraph (b).

Why the rule is being revised: Reformats paragraph 11B-35.001(3)(b)-(g), F.A.C., because of the addition of requirements for vehicle operations instructors in the new paragraph (b).

Revised by: Madeline Aultman

a comprehensive end-of-course examination. Training schools shall maintain examinations for Commission-approved Basic Recruit, Special Operations Forces, Advanced, Specialized Instructor Training, and Specialized Training Program Courses, pursuant to paragraph (10)(d) of this rule section and in compliance with the administration, confidentiality, and security requirements of subsections 11B-35.0085(2)-(5), F.A.C.

(d) The Commission shall designate on the Active CJSTC Curricula web page the Specialized Instructor Courses and Specialized Training Program Courses that require an end-of-course examination.

(e) End-of-course examinations shall be developed and administered for each course in a basic recruit training program and the Special Operations Forces Training Programs based on the learning objectives in each course, with the exception of the physical fitness officer wellness courses, and proficiency demonstration courses, pursuant to Rule 11B-35.009(8), F.A.C.

(11) Reporting requirements for Commission-approved Basic Recruit, Advanced, Specialized, and Special Operations Forces Training Program Courses are as follows:

(a) The training center director or designee shall determine the beginning and ending dates of each Basic Recruit Training Program and Special Operations Forces Training Program, and within thirty days following the class starting date shall forward a Training Report, form CJSTC-67, revised August 14, 2025, effective 5/2026, hereby incorporated by reference <http://flrules.org/Gateway/reference.asp?No=Ref-19475>, to Commission staff through the Commission's Automated Training Management System (ATMS). Form CJSTC-67 can be obtained at the following FDLE Internet address: <http://www.fdle.state.fl.us/CJSTC/Publications/Forms.aspx>, or by contacting Commission staff at (850) 410-8615.

(b) Following the completion of a Commission-approved Basic Recruit Training Program, Advanced Training Program Course, Special Operations Forces Training Program, or Specialized Training Program Course outlined in subsection 11B-35.007(1), F.A.C., the training center director or designee shall, within thirty days of the program or course completion date, electronically transmit a completed Training Report form CJSTC-67, or transmit an updated CJSTC-67 form through the Commission's ATMS. Submission of the Academy Physical Fitness Standards Report, form CJSTC-67A, revised August 15, 2024, effective 3/2025, hereby incorporated by reference <https://flrules.org/Gateway/reference.asp?No=Ref-17875>, is required for Law Enforcement, Correctional Probation, and Correctional Basic Recruit Training Programs within thirty days of the course completion. Submission of form CJSTC-67A is not required for the Law Enforcement Auxiliary and Cross-Over Basic Recruit Training Programs. Form CJSTC-67A can be obtained at the following FDLE Internet address: <http://www.fdle.state.fl.us/CJSTC/Publications/Forms.aspx>, or by contacting Commission staff at (850) 410-8615.

(c) The training center director or designee shall ensure that the records for Commission-approved Basic Recruit, Advanced, Specialized, and Special Operations Forces Training Program Courses are maintained in the course file within the training school. Each course shall be subject to audit by Commission staff. Such records shall, at a minimum, include:

1. Course outline(s) and daily schedule(s).
2. Course(s) name and contact person.
3. Date(s) of course(s).
4. Full legal name of all attending students.
5. Test scores and test materials shall be made available for review by Commission staff upon request, pursuant to Section 11B-35.0085, F.A.C.
6. The number of course electives for all courses delivered using Commission-approved Specialized Goals and Objectives.
7. Applicable proficiency checklists and performance reports.
8. List of course instructor(s) to include full name and a copy of the instructor's current ATMS Global Profile Sheet filed alphabetically in a master file, or maintained in the course file, or completion of Instructor Exemption, form CJSTC-82, revised August 13, 2020, effective 5/2021, hereby incorporated by reference <http://www.flrules.org/Gateway/reference.asp?No=Ref-13140>, if applicable. Form CJSTC-82 can be obtained at the

3422 following FDLE Internet address: <http://www.fdle.state.fl.us/CJSTC/Publications/Forms.aspx>, or by contacting
3423 Commission staff at (850) 410-8615.

3424 9. Student daily attendance records, to include documentation of excused absences, pursuant to subsection
3425 (10) of this rule section.

3426 10. Documentation of student makeup work, pursuant to subsection (11) of this rule section.

3427 11. Documentation on transfer students, pursuant to Section 11B-35.0023, F.A.C.

3428 12. Completed Training Report form CJSTC-67.

3429 13. Form CJSTC-67A for Basic recruit Training Programs pursuant to subsection 11B-35.001(13), F.A.C.

3430 14. For Basic Recruit Training Programs, proof of compliance with Sections 943.13(2), 943.14(7) and
3431 943.17(1)(g), F.S., and paragraph 11B-35.001(15)(b), F.A.C., which includes a completed Physician's Assessment,
3432 form CJSTC-75, revised effective August 13, 2020, effective 5/2021, hereby incorporated
3433 by reference <http://www.flrules.org/Gateway/reference.asp?No=Ref-13139>. Form CJSTC-75 can be obtained at the following
3434 <http://www.flrules.org/Gateway/reference.asp?No=Ref-13139>. Form CJSTC-75 can be obtained at the following
3435 FDLE Internet address: <http://www.fdle.state.fl.us/CJSTC/Publications/Forms.aspx>, or by contacting Commission
3436 staff at (850) 410-8615.

3437 15. A training school re-examination policy and documented justification for each student re-examination
3438 administered.

3439 16. A list of expenditures from the Criminal Justice Standards and Training Trust Fund Officer Training
3440 Monies for Commission-approved Advanced and Specialized Training Program Courses when Officer Training
3441 Monies are used to fund the course.

3442 (12) Student attendance requirements for Commission-approved Basic Recruit Training Programs outlined in
3443 subsection 11B-35.002, F.A.C., Specialized Training Programs outlined in subsection 11B-35.007(1), F.A.C., and
3444 Advanced Training Program Courses outlined in paragraph 11B-35.006(1), F.A.C., and the Special Operations
3445 Forces Training Program outlined in subsection 11B-35.009, F.A.C.

3446 (a) The training center director or designee shall maintain daily student attendance records or login records or
3447 electronic records of participation for each training course. A training school shall have a written copy of its
3448 attendance policy available for review by students and Commission staff.

3449 (b) Each student shall attend or login and complete all sessions of a training course except for absences
3450 approved by the training center director or designee. Documentation specifying the reason for the excused absence
3451 or non-completion of login activity or non-completion of student assignments shall be maintained in the course file
3452 at the training school. Students shall be responsible for class work missed during absences. The training center
3453 director or designee shall determine the content and quantity of makeup work. Documentation of the student's
3454 make-up work shall be signed by the training center director or designee and maintained in the student or course file
3455 at the training school.

3456 (c) Competency-Based Instruction. The Commission approves competency-based instruction in the delivery
3457 of basic recruit training programs, specialized training program courses, specialized instructor training courses, the
3458 Special Operations Forces Training Program, and courses created from specialized goals and objectives, defined in
3459 subparagraph (12)(c)1., of this rule section.

3460 1. Competency-based instruction is defined as "curriculum that uses specific objectives and performance-
3461 based learning to achieve performance standards, in lieu of established contact hours" in a delivery format that
3462 ensures that the training school delivers all curriculum materials.

3463 2. Training schools are permitted to use competency-based instruction for courses within the basic recruit
3464 training programs except for the physical fitness and officer wellness courses and within the Special Operations
3465 Forces Training Program. The delivery of basic recruit training programs and the Special Operations Forces
3466 Training Program shall adhere to total program hours.

3467 3. Training schools are permitted to use eLearning instruction for Commission-approved Specialized Training
3468 Program Courses, Specialized Instructor Courses, and Specialized Goals and Objectives, pursuant to Rule 11B-
3469 35.0010, F.A.C.

Commented [G38]:

11B-35.001(11)(c)14.:

Description of the Revision: Incorporates the revised Physician's Assessment, form CJSTC-75.

Why the rule is being revised: Incorporates the revised Physician's Assessment, form CJSTC-75, to update the rule references, expand Physical Fitness Conditioning and Physical Fitness Testing activities, and remove requirement for training centers to develop and submit a physical fitness conditioning program.

Revised by: Terry Baker

Rule 11B-35.001 102 2026-2027 PENDING Effective 6-4-26
Training Programs: General Training Programs;
Requirements and Specifications

3621 **11B-35.002 Basic Recruit Training Programs for Law Enforcement, Correctional, and Correctional**
3622 **Probation.**

3623 (1) There are established by the Criminal Justice Standards and Training Commission, Basic Recruit Training
3624 Programs (B RTP) that provide the minimum required knowledge and proficiency skills necessary for officer
3625 employment and certification pursuant to Sections 943.10(1)-(3), (6)-(9), (18), (19), F.S. Individuals who apply for
3626 employment as a Florida law enforcement, correctional, or correctional probation officer, shall successfully
3627 complete one of the Commission-approved Basic Recruit Training Programs active at the time of enrollment, or be
3628 exempt pursuant to Section 943.13(2), F.S.

3629 (2) Individuals who are requesting employment as an officer, and have not had previous basic recruit training
3630 or have not been certified as an officer in the discipline for which certification is sought, and have met the
3631 requirements of Sections 943.13(1)-(8) and (11), 943.14(7), and 943.17(1)(g), F.S., shall successfully complete an
3632 active Commission-approved Basic Recruit Training Program pursuant to this rule section.

3633 (3) The Commission has established basic recruit cross-over training programs to provide lateral movement of
3634 officers between criminal justice disciplines. Officers requesting crossover training in another discipline must
3635 comply with Sections 943.14(7) and 943.17(1)(g), F.S.

3636 (a) To be eligible to attend a crossover training program the applicant shall:

3637 1. Be an active certified officer in the discipline the officer is moving from; or

3638 2. Have not been separated from employment in the discipline the officer is moving from for more than four
3639 years; or

3640 3. Within four years of the beginning date of the Commission-approved Basic Recruit Training Program or
3641 training required pursuant to Rules 11B-35.009(7) or (8), F.A.C., for the discipline the officer is moving from, have
3642 successfully completed the Commission-approved Basic Recruit Training Program or training required pursuant to
3643 Rules 11B-35.009(7) or (8), passed the State Officer Certification Examination (SOCE), and started the basic recruit
3644 crossover training program.

3645 (4) Each training school that offers a Commission-approved Basic Recruit Training Program, pursuant to this
3646 rule section, shall deliver all course materials included in the program. Delivery of the course materials shall
3647 comply with the requirements set forth in the Commission's approved Basic Recruit Training Curriculum.

3648 (5) A basic recruit student shall successfully complete all courses in a Commission-approved Basic Recruit
3649 Training Program for the discipline in which certification is being requested to be eligible to take the applicable
3650 State Officer Certification Examination pursuant to Rule 11B-30.0062, F.A.C.

3651 (6)(a) Within four years of the beginning date of a Commission-approved Basic Recruit Training Program, an
3652 individual shall successfully complete the program, achieve a passing score on the applicable State Officer
3653 Certification Examination (SOCE) pursuant to Rule 11B-30.0062, F.A.C., and gain employment and certification as
3654 an officer.

3655 (b) An individual who fails to comply with the requirements in paragraph (6)(a) of this rule section for the
3656 discipline in which the training was completed, within four years of the date of beginning such training, shall as a
3657 condition for obtaining employment comply with the following:

3658 1. Successfully complete the applicable Commission-approved Basic Recruit Training Program pursuant to
3659 Rule 11B-35.002, F.A.C.; and

3660 2. Achieve a passing score on the applicable State Officer Certification Examination pursuant to Rule
3661 11B-30.0062, F.A.C.

3663 (c) Students who entered into a basic recruit training program and have not completed it at the time that it is
3664 retired, remain eligible to complete the program, provided they complete the training within four years of the
3665 beginning date, pursuant to this rule section. Retired programs eligible for completion are:

3666 1. Florida Correctional Basic Recruit Training Program number 1190 (Retired June 30, 2025). Eligible until
3667 June 30, 2029. Florida Law Enforcement Academy Basic Recruit Training Program number 2000 (Retired June 30,
3668 2021). Eligible until June 30, 2025.

3669 2. Law Enforcement Officer Cross-Over Training to Florida Correctional Basic Recruit Training Program
3670 number 3001 (Retired June 30, 2025). Eligible until June 30, 2029. Law Enforcement Auxiliary Officer Basic
3671 Recruit Training Program number 3006 (Retired June 30, 2021). Eligible until June 30, 2025.

3672 3. Correctional Probation Officer Cross-Over Training to Florida Correctional Basic Recruit Training
3673 Program number 3004 (Retired June 30, 2025). Eligible until June 30, 2029. Florida Correctional Probation Officer
3674 Basic Recruit Training Program number 3000 (Retired June 30, 2021). Eligible until June 30, 2025.

3675 4. Correctional Officer Cross-Over Training to Florida Correctional Probation number 3011 (Retired June 30,
3676 2025). Eligible until June 30, 2029. Correctional Officer Cross-Over Training to Florida Law Enforcement Academy
3677 number 3002 (Retired June 30, 2021). Eligible until June 30, 2025.

3678 5. Corrections Basic Recruit Training for Special Operations Forces Recruits number 3008 (Retired June 30,
3679 2025). Eligible until June 30, 2029. Correctional Officer Cross-over Training to Correctional Probation Officer
3680 Training number 3003 (Retired June 30, 2021). Eligible until June 30, 2025.

3681 6. Correctional Probation Officer Cross-Over Training to Florida Law Enforcement Basic Recruit Training
3682 Program number 3012 (Retired June 30, 2025). Eligible until June 30, 2029. Correctional Probation Officer Cross-
3683 Over Training to Florida Law Enforcement Academy number 3005 (Retired June 30, 2021). Eligible until June 30,
3684 2025.

3685 7. Law Enforcement Basic Recruit Training for Special Operations Forces Recruits Program number 3007
3686 (Retired June 30, 2021). Eligible until June 30, 2025.

3687 8. Correctional Probation Basic Recruit Training for Special Operations Forces Recruits Program number
3688 3009 (Retired June 30, 2021). Eligible until June 30, 2025.

3689 *Rulemaking Authority 943.03(4), 943.12(1), (2), 943.17 FS. Law Implemented 943.12, 943.17 FS. History--New 12-*
3690 *13-92, Amended 1-10-94, 8-7-94, 1-2-97, 7-7-99, 8-22-00, 7-29-01, 11-5-02, 11-30-04, 3-27-06, 3-21-07, 6-9-08, 9-*
3691 *28-09, 5-21-12, 3-13-13, 5-29-14, 7-29-15, 9-4-16, 7-19-17, 8-15-18, 5-5-20, 5-20-21, 6-23-22, _____.*

3692

Commented [G39]:

11B-35.002(6)(c)1.-8.:

Description of the Revision: Updates the retired courses that are still eligible for completion.

Why the rule is being revised: Removes the retired courses that are no longer eligible for completion and incorporates the revised list of retired courses that are eligible for completion provided that they are still within four years from the beginning date of the training.

Revised by: Bureau Chief Ashley Pennington

Rule 11B-35.002

108

2026-2027 PENDING Effective 6-23-22

Training Programs: Basic Recruit Training
Programs for Law Enforcement, Correctional,
and Correctional Probation

3807 **11B-35.0023 Student Transfers within Basic Recruit Training Programs.**

3808 (1) Pursuant to subsection 11B-35.002(1), F.A.C., Commission-approved Basic Recruit Training Programs

3809 shall be offered only at training schools certified by the Criminal Justice Standards and Training Commission for the

3810 respective discipline.

3811 (2) A student may transfer courses from a Commission-approved Basic Recruit Training Program to another

3812 training school, for the same training program, provided:

3813 (a) The courses have been successfully completed four years from the beginning date of the Commission-

3814 approved Basic Recruit Training Program; and

3815 (b) The student has not been dismissed from the previous training school; and

3816 (c) Verification has been made by reviewing the student's grade on the ATMS Global Profile Sheet or other

3817 documentation provided by the school where the courses were completed.

3818 (d) Basic recruit training courses requiring proficiency demonstrations that were successfully completed shall

3819 be transferable. Demonstration of proficiency skills required by the rule at the time of the requested transfer shall be

3820 met by the student. The training center director or designee shall evaluate the student's completed performance

3821 evaluation form(s) and ensure the student meets the current proficiency standards. Demonstration of the new skills

3822 shall be documented on the applicable performance evaluation form pursuant to Section 11B-35.0024, F.A.C.

3823 (3) A student may transfer Commission-approved Basic Recruit Training High Liability Courses, pursuant to

3824 Rule 11B-35.0021(1), F.A.C., completed in one Basic Recruit Training Program to another Basic Recruit Training

3825 Program provided:

3826 (a) The courses have been successfully completed within four years from the beginning date of the

3827 Commission-approved Basic Recruit Training Program; and

3828 (b) The student has not been dismissed for disciplinary reasons from the previous Commission-approved Basic

3829 Recruit Training Program; and

3830 (c) Verification has been made by reviewing the student's grade on the ATMS Global Profile Sheet or other

3831 documentation provided by the school where the courses were completed.

3832 (d) Demonstration of proficiency skills required by the rule at the time of the requested transfer shall be met by

3833 the student. The training center director or designee shall evaluate the student's completed performance evaluation

3834 form(s) and ensure the student meets the current proficiency standards. Demonstration of the new skills shall be

3835 documented on the applicable performance evaluation form pursuant to Section 11B-35.0024, F.A.C.

3836 (4) A student may transfer training hours completed in a Criminal Justice Officer Physical Fitness Training

3837 course in one Basic Recruit Training Program to another training school, for the same training program, provided:

3838 (a) The hours have been completed within four years from the beginning date of the Commission-approved

3839 Basic Recruit Training Program; and

3840 (b) The student has not been dismissed from the previous training school; and

3841 (c) The training center director or designee for the training school to which the student is transferring approves

3842 the transfer of hours and has obtained written verification of the hours from the previous training school.

3843 (5) Both the transferring student and the receiving training school shall request the transferring training school

3844 to complete and submit the appropriate student records. Upon receipt of such request, the transferring training

3845 school is responsible for submitting the transferring student's records to the receiving training school.

3846 (6) (5) When a student has successfully completed courses included in a Commission-approved Basic Recruit

3847 Training Program at two or more training schools, and has met all requirements for completion of the program set

3848 forth in the requirements of this rule section, the training school where the student has successfully completed the

3849 greatest number of courses in that program, shall upon receipt of the student records from the other training

3850 school(s), submit a Training Report form CJSTC-67 to Commission staff. The training school submitting form

3851 CJSTC-67, may require the student to demonstrate the required proficiency skills not completed at that school,

3852 pursuant to subsection 11B-35.0024(1), F.A.C. The training school submitting form CJSTC-67 shall provide the

3853 student with written evidence of the student's successful completion of the Basic Recruit Training Program.

Commented [GHJ10]: 11B-35.0023(4):

Description of the Revision: Adds subsection 11B-35.0023(4), F.A.C., to include requirements for transfer training hours.

Why the rule is being revised: Adds subsection 11B-35.0023(4), F.A.C., to include requirements to allow a student to transfer training hours completed in a Criminal Justice Officer Physical Fitness Training course in one Basic Recruit Training Program to another training school, for the same training program.

Revised by: Terry Baker

Commented [GHJ11]: 11B-35.0023(4)-(7):

Description of the Revision: Reformats the numbering of subsections 11B-35.0023(4)-(7), F.A.C.

Why the rule is being revised: Reformats the numbering of subsections 11B-35.0023(4)-(7), F.A.C.

Revised by: Terry Baker

3854 (7) (6) Nothing in this rule section shall be construed to prevent a training school from admitting a student for
3855 the limited purpose of completing a course(s) required for completion of a Commission-approved Basic Recruit
3856 Training Program at another training school where the student is enrolled.
3857 *Rulemaking Authority 943.03(4), 943.12(1), (2) FS. Law Implemented 943.17 FS. History—New 12-13-92,*
3858 *Amended 1-2-97, 7-7-99, 8-22-00, 7-29-01, 11-5-02, 11-30-04, 6-9-08, 9-28-09, 3-13-13, 7-19-17, _____.*
3859

Rule 11B-35.0023	113	2026-2027 PENDING Effective _____ 7-19-17
Training Programs: Student Transfers within		
Basic Recruit Training Programs		

3860 **11B-35.0024 Student Performance in Commission-approved High-Liability Basic Recruit Training**
3861 **Courses, Instructor Training Courses, and Specialized and Advanced Training Program Courses Requiring**
3862 **Proficiency Demonstration.**

3863 (1) Students enrolled in a Commission-approved Basic Recruit Training Program, Instructor Training Course,
3864 or Specialized or Advanced Training Course shall qualify through demonstration of proficiency skill(s) in the
3865 applicable course(s) and pass a written end-of-course examination.

3866 (2)(a) A basic recruit student shall be given the opportunity for one additional attempt at the required
3867 demonstration of proficiency skill(s), or one re-examination of required written end-of-course examination in DUI
3868 Traffic Stops and each of the four high-liability topics of firearms, vehicle operations, defensive tactics, and first aid.
3869 A basic recruit student, who has failed to pass the written end-of-course examination or the required demonstration
3870 of the proficiency skill(s) after a second attempt, shall be deemed to have failed the training course.

3871 (b) An instructor student shall pass a written end-of-course examination and demonstrate proficiency skill(s)
3872 during the first attempt. An instructor student, who has failed to pass the written end-of-course examination or
3873 successfully demonstrated the proficiency skill(s) during the first attempt, shall be deemed to have failed the
3874 instructor training course. An instructor student who has failed a written end-of-course examination or the
3875 proficiency skill(s) during the first attempt, shall be granted a reexamination by the training center director if:

3876 1. There is technical difficulty in the administration of the test, such as a power failure or evacuation of the
3877 building; or

3878 2. A condition of the student adversely impacts the student's ability to achieve a passing score on an end-of-
3879 course examination. A condition of the student that adversely impacts the student's ability could include illness or
3880 death of a family member; or

3881 3. The end-of-course testing instrument is determined to be invalid by the training school.

3882 (3) Successful completion and demonstration of proficiency skills is required for each of the following high-
3883 liability courses: Criminal Justice Defensive Tactics Course, Defensive Tactics Instructor Course, Criminal Justice
3884 Firearms Course, Handgun Instructor Course, Patrol Rifle Instructor Course, Shotgun Instructor Course, Law
3885 Enforcement Vehicle Operations Course, Vehicle Operations Instructor Course, First Aid for Criminal Justice
3886 Officers Course, and First Aid Instructor Course.

3887 (a) Criminal Justice Defensive Tactics Course.

3888 1. The Criminal Justice Defensive Tactics Course shall be delivered to students enrolled in a Commission-
3889 approved Basic Recruit Training Program.

3890 2. A basic recruit student shall achieve a score of no less than 80% on the required written end-of-course
3891 examination and demonstrate at 100% proficiency, defensive tactics skills taught by a training school, with the
3892 results recorded on the required Defensive Tactics Performance Evaluation, form CJSTC-6, revised August 18,
3893 2022, effective 8/2023, hereby incorporated by reference [https://www.flrules.org/Gateway/reference.asp?No=Ref-](https://www.flrules.org/Gateway/reference.asp?No=Ref-15513)
3894 [15513](https://www.flrules.org/Gateway/reference.asp?No=Ref-15513). Form CJSTC-6 can be obtained at the following FDLE Internet address:
3895 <http://www.fdle.state.fl.us/CJSTC/Publications/Forms.aspx>, or by contacting Commission staff at (850) 410-8615.
3896 Form CJSTC-6 shall be maintained in the student or course file.

3897 3. A basic recruit student shall be subject to chemical agent contamination as described in the Criminal Justice
3898 Defensive Tactics Course. Prior to beginning a Law Enforcement, Correctional, or Correctional Probation Basic
3899 Recruit Training Program, a student shall complete the Physician's Assessment, form CJSTC-75. This form verifies
3900 that there are no known medical conditions that would prevent a student from participating in chemical agent
3901 contamination.

3902

3903 (b) Defensive Tactics Instructor Course.

3904 1. An instructor student shall complete the Defensive Tactics Instructor requirements pursuant to Rule
3905 11B-20.0014, F.A.C., to instruct the following courses: The Criminal Justice Defensive Tactics Course in a
3906 Commission-approved Basic Recruit Training Program, Advanced Defensive Tactics Course, or Defensive Tactics
3907 Instructor Course.

3908 2. A defensive tactics instructor student shall achieve a score of no less than 85% on the required written end-
3909 of-course examination and demonstrate all Defensive Tactics High-Liability Proficiency Skills, at 100% for all
3910 proficiency skills, with the results recorded on the required CJSTC-6 form. A copy of the completed form CJSTC-6
3911 shall be provided to the student and the original form CJSTC-6 shall be maintained in the student or course file.

3912 (c) Criminal Justice Firearms Course.

3913 1. The Criminal Justice Firearms Course shall be delivered to students enrolled in a Commission-approved
3914 Basic Recruit Training Program.

3915 2. A basic recruit student shall achieve a score of 80% on the required written end-of-course examination and
3916 demonstrate the required Handgun Proficiency Skills with a semi-automatic pistol. The results shall be recorded on
3917 the required Handgun Performance Evaluation form CJSTC-4, revised August 15, 2024, effective 3/2025, hereby
3918 https://www.flrules.org/Gateway/reference.asp?No=Ref-17876, incorporated by reference
3919 https://www.flrules.org/Gateway/reference.asp?No=Ref-17876. Form CJSTC-4 can be obtained at the following FDLE Internet address:
3920 <http://www.fdle.state.fl.us/CJSTC/Publications/Forms.aspx>, or by contacting Commission staff at (850)410-8615.
3921 Form CJSTC-4 shall be maintained in the student or course file.
3922

Commented [GHJ12]: 11B-35.0024(3)(c)2.

Description of the Revision: Incorporates the revised Handgun Performance Evaluation, form CJSTC-4.

Why the rule is being revised: Incorporates the revised Handgun Performance Evaluation, form CJSTC-4, to expand the date boxes to allow more space for instructors to record the test/attempt dates in the Qualification and Proficiency Evaluation categories.

Revised by: Priscilla Martin

3923 (d) Handgun Instructor Course.

3924 1. An instructor student shall complete the Handgun Instructor requirements pursuant to Rule 11B-
3925 20.0014, F.A.C., to instruct the following courses: The Criminal Justice Firearms Course in a Commission-
3926 approved Basic Recruit Training Program, Single Officer Response to Active Threat and Shooter Incidents Course,
3927 Single Officer Response to Active Threat and Shooter Incidents Instructor Course, Patrol Rifle Operator Course,
3928 Patrol Rifle Instructor Course, Shotgun Operator Course, Shotgun Instructor Course, or Handgun Instructor Course.

3929 2. A handgun instructor student shall achieve a score of no less than 85% on the required written end-of-
3930 course examination and demonstrate the required Handgun Proficiency Skills with a semi-automatic pistol. The
3931 results shall be recorded on the required Handgun Instructor Performance Evaluation form CJSTC-4H, revised
3932 August 15, 2024, effective 3/2025, hereby incorporated by reference
3933 https://www.flrules.org/Gateway/reference.asp?No=Ref-17877, https://www.flrules.org/Gateway/reference.asp?No=Ref-17877. Form CJSTC-4H can be obtained at the following FDLE Internet address:
3934 <http://www.fdle.state.fl.us/CJSTC/Publications/Forms.aspx>, or by contacting Commission staff at (850) 410-8615.
3935 A copy of the completed form CJSTC-4H shall be provided to the student and the original form CJSTC-4H shall be
3936 maintained in the student or course file.
3937

Commented [GHJ13]: 11B-35.0024(3)(d)2.

Description of the Revision: Incorporates the revised Handgun Instructor Performance Evaluation, form CJSTC-4H.

Why the rule is being revised: Incorporates the revised Handgun Instructor Performance Evaluation, form CJSTC-4H, to expand the date boxes to allow more space for instructors to record the test/attempt dates in the Qualification and Proficiency Evaluation categories.

Revised by: Priscilla Martin

3938 (e) First Aid for Criminal Justice Officers Course.

3939 1. The First Aid for Criminal Justice Officers Course shall be delivered to students enrolled in a Commission-
3940 approved Basic Recruit Training Program.

3941 2. A basic recruit student shall achieve a score of no less than 80% on the required written end-of-course
3942 examination and demonstrate the required First Aid High-Liability Proficiency Skills at 100%, with the results
3943 recorded on the required First Aid Performance Evaluation, form CJSTC-5, revised August 14, 2025, effective
3944 5/2026, hereby incorporated by reference <http://flrules.org/Gateway/reference.asp?No=Ref-19476>. Form CJSTC-5
3945 can be obtained at the following FDLE Internet address: <http://www.fdle.state.fl.us/CJSTC/Publications/Forms.aspx>,
3946 or by contacting Commission staff at (850) 410-8615. Form CJSTC-5 shall be maintained in the student or course
3947 file.
3948

Rule 11B-35.0024

115

2026-2027 PENDING Effective

6-4-26

Training Programs: Student Performance in
Commission-approved High-Liability Basic
Recruit Training Courses, Instructor Training
Courses, and Specialized and Advanced Training
Program Courses Requiring Proficiency Demonstration

3949 (f) First Aid Instructor Course.

3950 1. An instructor student shall complete the First Aid Instructor Course pursuant to Rule 11B-20.0014, F.A.C.,
3951 to instruct the following courses: The First Aid for Criminal Justice Officers Course in a Commission-approved
3952 Basic Recruit Training Program or the First Aid Instructor Course.

3953 2. An instructor student shall achieve a score of no less than 85% on the required written end-of-course
3954 examination and demonstrate the required First Aid High-Liability Proficiency Skills, at 100% for all proficiency
3955 skills, with the results recorded on the required CJSTC-5 form. A copy of the completed form CJSTC-5 shall be
3956 provided to the student and the original form CJSTC-5 shall be maintained in the student or course file.

3957 (g) Law Enforcement Vehicle Operations Course.

3958 1. The Law Enforcement Vehicle Operations Course shall be delivered to students enrolled in a Commission-
3959 approved Basic Recruit Training Program.

3960 2. A basic recruit student shall achieve a score of no less than 80% on the required written end-of-course
3961 examination and demonstrate the required Vehicle Operations High-Liability Proficiency Skills, with four out of
3962 five runs (80%) for each exercise, with the results recorded on the required Vehicle Operations Performance
3963 Evaluation, form CJSTC-7, revised effective August 18, 2022, effective 8/2023, hereby
3964 incorporated by reference [https://www.flrules.org/Gateway/reference.asp?No=Ref-](https://www.flrules.org/Gateway/reference.asp?No=Ref-15514)
3965 <https://www.flrules.org/Gateway/reference.asp?No=Ref-15514>. Form CJSTC-7 can be obtained at the following
3966 FDLE Internet address: <http://www.fdle.state.fl.us/CJSTC/Publications/Forms.aspx>, or by contacting Commission
3967 staff at (850) 410-8615. Form CJSTC-7 shall be maintained in the student or course file.

3968 (h) Vehicle Operations Instructor Course.

3969 1. An instructor student shall complete the Vehicle Operations Instructor requirements pursuant to Rule 11B-
3970 20.0014, F.A.C., to instruct the following courses: The Law Enforcement Vehicle Operations Course in a
3971 Commission-approved Basic Recruit Training Program or the Vehicle Operations Instructor Course.

3972 2. An instructor student shall achieve a score of no less than 85% on the required written end-of-course
3973 examination and demonstrate the required Vehicle Operations High-Liability Proficiency Skills, with four out of
3974 five runs (80%) for each exercise, with the results recorded on the required CJSTC-7 form. A copy of the completed
3975 form CJSTC-7 shall be provided to the student and the original form CJSTC-7 shall be maintained in the student or
3976 course file.

3977 (i) Patrol Rifle Instructor Course.

3978 1. An instructor student shall complete the Patrol Rifle Instructor requirements pursuant to Rule 11B-20.0014,
3979 F.A.C., to instruct the following courses: Patrol Rifle Operator Course or Patrol Rifle Instructor Course.

3980 2. A patrol rifle instructor student shall achieve a score of no less than 85% on the required written end-of-
3981 course examination and demonstrate the required Rifle Proficiency Skills with a patrol rifle. The results shall be
3982 recorded on the required Patrol Rifle Instructor Performance Evaluation, form CJSTC-4R, revised created
3983 effective August 15, 2024, effective 3/2025, hereby incorporated by reference
3984 [https://www.flrules.org/Gateway/reference.asp?No=Ref-](https://www.flrules.org/Gateway/reference.asp?No=Ref-17878)
3985 <https://www.flrules.org/Gateway/reference.asp?No=Ref-17878>. Form CJSTC-4R can be obtained at the following FDLE Internet address:
3986 <http://www.fdle.state.fl.us/CJSTC/Publications/Forms.aspx>, or by contacting Commission staff at (850) 410-8615. A
3987 copy of the completed form CJSTC-4R shall be provided to the student and the original form CJSTC-4R shall be
3988 maintained in the student or course file.

3989 (j) Shotgun Instructor Course.

3990 1. An instructor student shall complete the Shotgun Instructor requirements pursuant to Rule 11B-20.0014,
3991 F.A.C., to instruct the following courses: Shotgun Operator Course or Shotgun Instructor Course.

3992

Commented [GJ14]:

11B-35.0024(3)(g)2.:

Description of the Revision: Incorporates the revised Vehicle Operations Performance Evaluation, form CJSTC-7.

Why the rule is being revised: Incorporates the revised Vehicle Operations Performance Evaluation, form CJSTC-7, to update the rule reference and update criteria for passing proficiency skills.

Revised by: Madeline Aultman

Commented [GHJ15]: 11B-35.0024(3)(i)2.:

Description of the Revision: Incorporates the revised Patrol Rifle Instructor Performance Evaluation, form CJSTC-4R.

Why the rule is being revised: Incorporates the revised Patrol Rifle Instructor Performance Evaluation, form CJSTC-4R, to expand the date boxes to allow more space for instructors to record the test/attempt dates in the Qualification and Proficiency Evaluation categories.

Revised by: Priscilla Martin

Rule 11B-35.0024	116	2026-2027 PENDING Effective 6-4-26
Training Programs: Student Performance in Commission-approved High-Liability Basic Recruit Training Courses, Instructor Training Courses, and Specialized and Advanced Training Program Courses Requiring Proficiency Demonstration		

3993 2. A shotgun instructor student shall achieve a score of no less than 85% on the required written end-of-course
3994 examination and demonstrate the required Shotgun Proficiency Skills with a shotgun. The results shall be recorded
3995 on the required Shotgun Instructor Performance Evaluation, form CJSTC-4S, revised created
3996 effective August 15, 2024, effective 3/2025, hereby incorporated by reference
3997 <https://www.flrules.org/Gateway/reference.asp?No=Ref-17879>. Form CJSTC-4S can be obtained at the following FDLE Internet address:
3998 <http://www.fdle.state.fl.us/CJSTC/Publications/Forms.aspx>, or by contacting Commission staff at (850) 410-8615. A
3999 copy of the completed form CJSTC-4S shall be provided to the student and the original form CJSTC-4S shall be
4000 maintained in the student or course file.
4001

4002 (4) Successful completion and demonstration of proficiency skills is required for each of the following basic
4003 recruit, advanced, specialized instructor, or specialized training program courses: DUI Traffic Stops, Speed
4004 Measurement Course, Speed Measurement Instructor Course, Breath Test Instructor Course, Breath Test Instructor
4005 Renewal Course, Breath Test Instructor Course-Intoxilyzer 9000, Breath Test Instructor Renewal Course-Intoxilyzer
4006 9000, Breath Test Operator Course, Breath Test Operator Renewal Course, Breath Test Operator Course-Intoxilyzer
4007 9000, Breath Test Operator Renewal Course-Intoxilyzer 9000, Agency Inspector Course, Agency Inspector Renewal
4008 Course, Agency Inspector Course-Intoxilyzer 9000, Agency Inspector Renewal Course-Intoxilyzer 9000,
4009 Underwater Police Science and Technology course, Canine Team Training Course, and Canine Team Training
4010 Instructor Course.

4011 (a) DUI Traffic Stops Course.

4012 1. The DUI Traffic Stops Course shall be delivered to students enrolled in a Commission-approved Law
4013 Enforcement Basic Recruit Training Program.

4014 2. A basic recruit student shall achieve a score of no less than 80% on the required written end-of-course
4015 examination and demonstrate the required DUI Traffic Stops proficiency skills at 100% proficiency, with the results
4016 recorded on the required DUI Traffic Stops Performance Evaluation, form CJSTC-13, created October 30, 2008,
4017 revised November 7, 2013, effective 5/2014, hereby incorporated by reference
4018 <http://www.flrules.org/Gateway/reference.asp?No=Ref-03929>. Form CJSTC-13 can be obtained at the following
4019 FDLE Internet address: <http://www.fdle.state.fl.us/CJSTC/Publications/Forms.aspx>, or by contacting Commission
4020 staff at (850) 410-8615. Form CJSTC-13 shall be maintained in the student or course file.

4021 (b) Speed Measurement Course, number 1158. A student shall achieve a score of no less than 80% on the
4022 required written end-of-course examination and demonstrate the required proficiency skills at 100%, with the results
4023 recorded on the required Speed Measurement Operator Performance Report form CJSTC-11, revised November 7,
4024 2013, effective 5/2014, hereby incorporated by reference <https://www.flrules.org/Gateway/reference.asp?No=Ref-02323>. Form CJSTC-11 can be obtained at the following FDLE Internet address:
4025 <http://www.fdle.state.fl.us/CJSTC/Publications/Forms.aspx>, or by contacting Commission staff at (850) 410-8615.
4026 Form CJSTC-11 shall be maintained in the student or course file.
4027

4028 (c) Speed Measurement Instructor Course, number 1159.

4029 1. An instructor student shall complete the Speed Measurement Instructor requirements, pursuant to Rule
4030 11B-20.0014, F.A.C., to instruct speed measurement courses and the speed measurement instructor course.

4031 2. An instructor student shall achieve a score of no less than 85% on the required written end-of-course
4032 examination and demonstrate the required proficiency skills at 100%, with the results recorded on the required
4033 Speed Measurement Device Instructor Field Evaluation form CJSTC-10, revised August 13, 2020, effective 5/2021,
4034 hereby incorporated by reference <http://www.flrules.org/Gateway/reference.asp?No=Ref-13142>. Form CJSTC-10
4035 can be obtained at the following FDLE Internet address:
4036 <http://www.fdle.state.fl.us/CJSTC/Publications/Forms.aspx>, or by contacting Commission staff at (850) 410-8615.
4037 A copy of the completed form CJSTC-10 shall be provided to the student and the original form CJSTC-10 shall be
4038 maintained in the student or course file.
4039

Commented [GHJ16]: 11B-35.0024(3)(j)2.:

Description of the Revision: Incorporates the revised Shotgun Instructor Performance Evaluation, form CJSTC-4S.

Why the rule is being revised: Incorporates the revised Shotgun Instructor Performance Evaluation, form CJSTC-4S, to expand the date boxes to allow more space for instructors to record the test/attempt dates in the Qualification and Proficiency Evaluation categories.

Revised by: Priscilla Martin

Rule 11B-35.0024 117 2026-2027 PENDING Effective 6-4-26
Training Programs: Student Performance in
Commission-approved High-Liability Basic
Recruit Training Courses, Instructor Training
Courses, and Specialized and Advanced Training
Program Courses Requiring Proficiency Demonstration

4040 (d) Breath Test Instructor Course, number 1110.

4041 1. An instructor student shall complete the Breath Test Instructor Course requirements pursuant to Rule
4042 11B-20.0014, F.A.C., to instruct the Breath Test Operator Course, Breath Test Operator Renewal Course, Agency
4043 Inspector Course, and Agency Inspector Renewal Course.

4044 2. An instructor applicant shall achieve a score of no less than 85% on the required written end-of-course
4045 examination and demonstrate the required proficiency skills at 100%, with the results recorded on the required
4046 Breath Test Instructor Performance form CJSTC-17, revised August 10, 2023, effective 6/2024, hereby incorporated
4047 by reference <https://www.flrules.org/Gateway/reference.asp?No=Ref-16662>. Form CJSTC-17 can be obtained at
4048 the following FDLE Internet address: <http://www.fdle.state.fl.us/CJSTC/Publications/Forms.aspx>, or by contacting
4049 Commission staff at (850) 410-8615. A copy of the completed form shall be provided to the student and the original
4050 shall be maintained in the course file.

4051 (e) Breath Test Instructor Course-Intoxilyzer 9000, number 1117.

4052 1. An instructor student shall complete the Breath Test Instructor Course-Intoxilyzer 9000 requirements
4053 pursuant to Rule 11B-20.0014, F.A.C., to instruct the Breath Test Operator Course-Intoxilyzer 9000, Breath Test
4054 Operator Renewal Course-Intoxilyzer 9000, Agency Inspector Course-Intoxilyzer 9000, and Agency Inspector
4055 Renewal Course-Intoxilyzer 9000.

4056 2. An instructor applicant shall achieve a score of no less than 85% on the required written end-of-course
4057 examination and demonstrate the required proficiency skills at 100%, with the results recorded on the required form
4058 CJSTC-17. A copy of the completed form shall be provided to the student and the original shall be maintained in the
4059 course file.

4060 (f) Breath Test Instructor Renewal Course, number 1111.

4061 1. An instructor student shall complete the Breath Test Instructor Renewal Course requirements pursuant to
4062 Rule 11B-20.0017, F.A.C., to satisfy the continuing education requirements for a Breath Test Instructor
4063 Certification.

4064 2. An instructor student shall achieve a score of no less than 85% on the required written end-of-course
4065 examination and demonstrate the required proficiency skills at 100%, with the results recorded on the required form
4066 CJSTC-17. A copy of the completed form shall be provided to the student and the original shall be maintained in
4067 the course file.

4068 (g) Breath Test Instructor Renewal Course-Intoxilyzer 9000, number 1118.

4069 1. An instructor student shall complete the Breath Test Instructor Renewal Course-Intoxilyzer 9000
4070 requirements pursuant to rule 11B-20.0017, F.A.C., to satisfy the continuing education requirements for a Breath
4071 Test Instructor Certification.

4072 2. An instructor student shall achieve a score of no less than 85% on the required written end-of-course
4073 examination and demonstrate the required proficiency skills at 100%, with the results recorded on the required form
4074 CJSTC-17. A copy of the completed form shall be provided to the student and the original shall be maintained in the
4075 course file.

4076 (h) Breath Test Operator Course, number 851. A student shall achieve a score of no less than 80% on the
4077 required written end-of-course examination and demonstrate the required proficiency skills at 100%, with the results
4078 recorded on the required Breath Testing Course Performance form CJSTC-14, revised effective
4079 August 10, 2023, effective 6/2024, hereby incorporated by reference
4080 <https://www.flrules.org/Gateway/reference.asp?No=Ref-16663>. Form CJSTC-14 can be obtained at the following
4081 FDLE Internet address: <http://www.fdle.state.fl.us/CJSTC/Publications/Forms.aspx>, or by contacting Commission
4082 staff at (850) 410-8615. A copy of the completed form shall be provided to the student and the original shall be
4083 maintained in the course file.
4084
4085

Commented [GJ17]:

11B-35.0024(4)(h):

Description of the Revision: Incorporates the revised Breath
Testing Course Performance, form CJSTC-14.

Why the rule is being revised: Incorporates the revised Breath
Testing Course Performance, form CJSTC-14, to update the rule
reference, add a submission email, and designate where the original
and/or copy of the form should be maintained.

Revised by: Shayla Platt

Rule 11B-35.0024 118 2026-2027 PENDING Effective 6-4-26
Training Programs: Student Performance in
Commission-approved High-Liability Basic
Recruit Training Courses, Instructor Training
Courses, and Specialized and Advanced Training
Program Courses Requiring Proficiency Demonstration

Proposed Forms



Florida Department
of Law Enforcement

HANDGUN PERFORMANCE EVALUATION

Incorporated by Reference in
Rules 11B-27.00213 and 11B-35.0024, F.A.C.



CJSTC
4

1. AGENCY OR TRAINING SCHOOL NAME: _____ 2. CLASS NUMBER: _____
3. STUDENT'S PRINTED NAME: _____ 4. STUDENT'S IDENTIFICATION NUMBER: _____
5. THE STUDENT IS A: BASIC RECRUIT STUDENT ☐ OR EQUIVALENCY OF TRAINING (EOT) STUDENT ☐
6. STUDENT PERFORMANCE REQUIREMENTS AND RETEST:
 - **DEMONSTRATION OF PROFICIENCY:** Once evaluation of a proficiency skill has begun, no additional training, assistance, or practice is allowed on that proficiency skill. A basic recruit or EOT student shall demonstrate all of the required Handgun Proficiency Skills using a semi-automatic pistol.
 - **WRITTEN END-OF-COURSE EXAMINATION:** A basic recruit student shall achieve a score of no less than 80% on the required written end-of-course examination.
 - **RETEST:** A basic recruit student shall be given the opportunity for one additional attempt at the required demonstration of each handgun proficiency skill or one re-examination of the required written end-of-course examination for the Criminal Justice Firearms Course, but not both.
A basic recruit student, who has failed to pass the required written end-of-course examination or the required demonstration of proficiency skills after a second attempt, shall be deemed to have failed the Criminal Justice Firearms Course.
 - **REMEDIAL PLAN(S) ATTACHED:** YES ☐
If a basic recruit student was not successful in the first attempt to demonstrate any of the required proficiency skills, attach a remedial plan. Student retesting shall be documented on this form. A basic recruit student is allowed only one remedial plan for each proficiency skill.
 - **ACTIVE THREAT/SHOOTER DRILLS:** A basic recruit student shall complete active threat/shooter drills.
7. **INSTRUCTOR TO STUDENT RATIO:** One rangemaster shall supervise all range activity while training is actively engaged. The rangemaster shall be a Commission-certified handgun instructor and shall not be included as an instructor to comply with the instructor to student ratio requirements. For instruction of the Criminal Justice Firearms Course, there shall be no more than six students actively engaged on a firearms range for each Commission-certified handgun instructor. Actively engaged is defined as "a student on the firing range handling a weapon."
8. **HANDGUN PROFICIENCY EVALUATIONS:** PASS ☐ OR FAIL ☐
9. **HANDGUN QUALIFICATIONS:** PASS ☐ OR FAIL ☐
10. **COMPLETED ACTIVE THREAT/SHOOTER DRILLS:** YES ☐ OR NO ☐ (If "No", provide comments at end of form.)
11. **DEMONSTRATED SAFETY PROCEDURES:** YES ☐ OR NO ☐ (If "No", provide comments at end of form.)
12. **WRITTEN END-OF-COURSE EXAMINATION (BASIC RECRUIT ONLY):**
 - **FIRST ATTEMPT:** PASS ☐ OR FAIL ☐ OR N/A ☐
 - **RETEST:** PASS ☐ OR FAIL ☐
13. **FAILURE OF COURSE:**
 - ☐ **Basic Recruit Student.** The basic recruit student has failed the Criminal Justice Firearms Course.
 - ☐ **Equivalency of Training Student.** The equivalency of training student has failed to demonstrate proficiency in Criminal Justice Firearms.
14. STUDENT'S SIGNATURE: _____ 15. DATE: _____
16. RANGEMASTER'S PRINTED NAME: _____
17. AGENCY ADMINISTRATOR, TRAINING CENTER DIRECTOR, OR DESIGNEE'S PRINTED NAME: _____
18. AGENCY ADMINISTRATOR, TRAINING CENTER DIRECTOR, OR DESIGNEE'S SIGNATURE: _____
19. DATE THE EVALUATION WAS COMPLETED: _____

STUDENT NAME: _____

STUDENT IDENTIFICATION NUMBER: _____

TARGETS: All proficiency skills, except Recoil Management, must be completed using a commercially produced B-21E or equivalent target. Recoil Management must be completed using an eight-inch diameter circle target.

EVALUATIONS: For each proficiency skill listed, instructors shall print and initial their name by the proficiency skill(s) they evaluate. If the same instructor evaluates proficiencies listed back-to-back on this form, the instructor is permitted to print and initial their name for the first proficiency, and then draw an arrow down through the subsequent proficiencies. Comments may be used at any time, but are required for a failure. Additional space for comments is provided at the end of this form.

WEAPON MAKE:			WEAPON MODEL:		
HANDGUN PROFICIENCY EVALUATIONS					
PHASE I MALFUNCTION CLEARANCE	DATE OF FIRST ATTEMPT:		DATE OF SECOND ATTEMPT:		EVALUATION
	PASS	FAIL	PASS	FAIL	
DEMONSTRATE ALL OF THE FOLLOWING					FIRST ATTEMPT INSTRUCTOR'S PRINTED NAME AND INITIALS SECOND ATTEMPT INSTRUCTOR'S PRINTED NAME AND INITIALS
Draw					
Attempt to Fire					
Bring Weapon to Workspace					
Clear Phase I Malfunction					
Accuracy					
Safety					
COMMENTS: _____					
PHASE II MALFUNCTION CLEARANCE	DATE OF FIRST ATTEMPT:		DATE OF SECOND ATTEMPT:		EVALUATION
	PASS	FAIL	PASS	FAIL	
DEMONSTRATE ALL OF THE FOLLOWING					FIRST ATTEMPT INSTRUCTOR'S PRINTED NAME AND INITIALS SECOND ATTEMPT INSTRUCTOR'S PRINTED NAME AND INITIALS
Attempt to Fire					
Bring Weapon to Workspace					
Clear Phase II Malfunction					
Accuracy					
Safety					
COMMENTS: _____					
RECOIL MANAGEMENT	DATE OF FIRST ATTEMPT:		DATE OF SECOND ATTEMPT:		EVALUATION
	PASS	FAIL	PASS	FAIL	
DEMONSTRATE ALL OF THE FOLLOWING					FIRST ATTEMPT INSTRUCTOR'S PRINTED NAME AND INITIALS SECOND ATTEMPT INSTRUCTOR'S PRINTED NAME AND INITIALS
Load and Charge					
Accuracy					
Speed					
Safety					
COMMENTS: _____					
ONE-HAND SHOOTING	DATE OF FIRST ATTEMPT:		DATE OF SECOND ATTEMPT:		EVALUATION
	PASS	FAIL	PASS	FAIL	
DEMONSTRATE ALL OF THE FOLLOWING					FIRST ATTEMPT INSTRUCTOR'S PRINTED NAME AND INITIALS SECOND ATTEMPT INSTRUCTOR'S PRINTED NAME AND INITIALS
Load and Charge					
Draw					
Grip					
Shooting Stance and Platform					
Speed					
Accuracy					
Safety					
COMMENTS: _____					

STUDENT NAME:

STUDENT IDENTIFICATION NUMBER:

HIP SHOOTING	DATE OF FIRST ATTEMPT: _____		DATE OF SECOND ATTEMPT: _____		EVALUATION
	PASS	FAIL	PASS	FAIL	
DEMONSTRATE ALL OF THE FOLLOWING					_____ FIRST ATTEMPT INSTRUCTOR'S PRINTED NAME AND INITIALS _____ SECOND ATTEMPT INSTRUCTOR'S PRINTED NAME AND INITIALS
Load and Charge					
Draw					
Grip					
Shooting Stance and Platform					
Create Distance					
Speed					
Accuracy					
Safety					
COMMENTS: _____					
COVER AND CONCEALMENT	DATE OF FIRST ATTEMPT: _____		DATE OF SECOND ATTEMPT: _____		EVALUATION
	PASS	FAIL	PASS	FAIL	
DEMONSTRATE ALL OF THE FOLLOWING					_____ FIRST ATTEMPT INSTRUCTOR'S PRINTED NAME AND INITIALS _____ SECOND ATTEMPT INSTRUCTOR'S PRINTED NAME AND INITIALS
Load and Charge					
Draw					
Engage Threat while Moving to Cover					
Reload Behind Cover					
Use of Cover					
Extended Weapon Remains Behind Cover					
Engage Threat from Different Part of Cover					
Accuracy					
Speed					
Safety					
COMMENTS: _____					
DISCRETIONARY SHOOTING	DATE OF FIRST ATTEMPT: _____		DATE OF SECOND ATTEMPT: _____		EVALUATION
	PASS	FAIL	PASS	FAIL	
DEMONSTRATE ALL OF THE FOLLOWING					_____ FIRST ATTEMPT INSTRUCTOR'S PRINTED NAME AND INITIALS _____ SECOND ATTEMPT INSTRUCTOR'S PRINTED NAME AND INITIALS
Verbal Commands					
Use of Cover					
Reload Behind Cover					
Threat Recognition					
Neutralize Threat(s)					
Reaction Time					
Scan					
Safety					
COMMENTS: _____					

STUDENT IDENTIFICATION NUMBER:

[illegible]

HANDGUN PROFICIENCY EVALUATIONS – EXPLANATION OF MEASURABLES

Each handgun proficiency evaluation has its own set of measurables that students must demonstrate in order to pass. Refer to the list below for an explanation of each measurable.

- **Accuracy**—Hit the scorable area of the target the prescribed number of times.
- **Attempt to Fire**—Press the trigger.
- **Bring Weapon to Workspace**—Weapon remains in the workspace while loading, reloading, unloading, or clearing a malfunction.
- **Clear Phase I Malfunction**—Properly clear a phase I malfunction using the tap, rack, ready method.
- **Clear Phase II Malfunction**—Properly clear a phase II malfunction either by locking the slide first and removing the magazine second, or ripping out the magazine first (training center discretion). Working the slide is required regardless of the method.
- **Create Distance**—Create distance after firing from the hip and before reengaging the threat from the two-hand high point. This can either be a step back or a lateral step (training center discretion).
- **Draw**—Properly draw the weapon.
- **Engage Threat from Different Part of Cover**—Roll out to engage the threat from any part of cover that is different from the original point of entry. For example, if entering cover from the standing position, then engage the threat from a different position on the same side or any position from the other side.
- **Engage Threat while Moving to Cover**—Fire three rounds while moving to cover.
- **Extended Weapon Remains Behind Cover**—Do not allow the extended weapon to break the plane of cover.
- **Grip**—Demonstrate the appropriate grip for the course of fire.
- **Load and Charge**—Load and charge the weapon in the workspace, then acquire a good sight picture before holstering or assuming the compressed ready.
- **Neutralize Threat(s)**—Engage all deadly threats.
- **Reaction Time**—Conduct threat assessment and neutralize threat(s) without hesitation.
- **Reload Behind Cover**—Reload while properly protected behind cover.
- **Safety**—Follow all instructions and firearms safety rules while in the classroom and on the range.
- **Scan**—Assess for threats.
- **Speed**—Achieve the qualifying number of rounds on target in the allotted amount of time.
- **Shooting Stance and Platform**—Demonstrate the appropriate shooting stance and platform for the course of fire.
- **Threat Recognition**—Distinguish a deadly threat from a nondeadly threat and take appropriate action (do not fire upon a nondeadly threat).
- **Use of Cover**—Move to cover, and then present the weapon using the two-hand high point position before rolling out from cover to engage the threat, keeping body properly protected behind cover.
- **Verbal Commands**—Use verbal commands to identify yourself and direct the subject with loud, clear, and concise commands.



Florida Department
of Law Enforcement

HANDGUN INSTRUCTOR PERFORMANCE EVALUATION

Incorporated by Reference in Rule 11B-35.0024, F.A.C.



**CJSTC
4H**

1. AGENCY OR TRAINING SCHOOL NAME: _____
2. CLASS NUMBER: _____
3. INSTRUCTOR STUDENT'S PRINTED NAME: _____
4. INSTRUCTOR STUDENT'S IDENTIFICATION NUMBER: _____
5. INSTRUCTOR STUDENT PERFORMANCE REQUIREMENTS:
 - **DEMONSTRATION OF PROFICIENCY:** Once evaluation on a proficiency skill has begun, no additional training, assistance, or practice is allowed on that proficiency skill. An instructor student shall complete the Handgun Instructor Course pursuant to Rule 11B-20.0014, F.A.C., to instruct the Criminal Justice Firearms Course, Cross-Over Handgun Transition Course, Handgun Instructor Course, Single Officer Response to Active Threat and Shooter Incidents Course, Single Officer Response to Active Threat and Shooter Incidents Instructor Course, Patrol Rifle Operator Course, Patrol Rifle Instructor Course, Shotgun Operator Course, or Shotgun Instructor Course.
An instructor student shall demonstrate the required handgun proficiency skills using a semi-automatic pistol, with the results recorded on the required CJSTC-4H form. No retest is allowed.
 - **WRITTEN END-OF-COURSE EXAMINATION:** An instructor student shall achieve a minimum score of no less than 85% on the firearms written end-of-course examination. No retest is allowed. An instructor student who fails either the required demonstration of proficiency skills or the written end-of-course examination shall be deemed to have failed the Handgun Instructor Course.
 - **ACTIVE THREAT/SHOOTER DRILLS:** An instructor student shall complete active threat/shooter drills.
6. **INSTRUCTOR TO STUDENT RATIO:** One rangemaster shall supervise all range activity while training is actively engaged. The rangemaster shall be a Commission-certified handgun instructor and shall not be included as an instructor to comply with the instructor to student ratio requirements. For instruction of the Handgun Instructor Course there shall be no more than six students actively engaged on a firearms range for each Commission-certified handgun instructor. Actively engaged is defined as "a student on the firing range handling a weapon."
7. **HANDGUN PROFICIENCY EVALUATIONS:** PASS ☐ OR FAIL ☐
8. **HANDGUN QUALIFICATIONS:** PASS ☐ OR FAIL ☐
9. **COMPLETED ACTIVE THREAT/SHOOTER DRILLS** YES ☐ OR NO ☐ (If "No," provide comments at end of form.)
10. **MET ALL COURSE OBJECTIVES:** YES ☐ OR NO ☐ (If "No," provide comments at end of form.)
11. **DEMONSTRATED SAFETY PROCEDURES:** YES ☐ OR NO ☐ (If "No," provide comments at end of form.)
12. **WRITTEN END-OF-COURSE EXAMINATION:** PASS ☐ OR FAIL ☐
13. **FAILURE OF COURSE:**
☐ The instructor student has failed the Handgun Instructor Course.
14. INSTRUCTOR STUDENT'S SIGNATURE: _____
15. DATE: _____
16. RANGEMASTER'S PRINTED NAME: _____
17. AGENCY ADMINISTRATOR, TRAINING CENTER DIRECTOR, OR DESIGNEE'S PRINTED NAME: _____
18. AGENCY ADMINISTRATOR, TRAINING CENTER DIRECTOR, OR DESIGNEE'S SIGNATURE: _____
19. DATE THE EVALUATION WAS COMPLETED: _____

INSTRUCTOR STUDENT NAME: _____ INSTRUCTOR STUDENT IDENTIFICATION NUMBER: _____

TARGETS: All proficiency skills, except Recoil Management, must be completed using a commercially produced B-21E or equivalent target. Recoil Management must be completed using an eight-inch diameter circle target.

EVALUATIONS: For each proficiency skill listed, instructors shall print and initial their name by the proficiency skill(s) they evaluate. If the same instructor evaluates proficiencies listed back-to-back on this form, the instructor is permitted to print and initial their name for the first proficiency, and then draw an arrow down through the subsequent proficiencies. Comments may be used at any time, but are required for a failure. Additional space for comments is provided at the end of this form.

WEAPON MAKE:			WEAPON MODEL:		
HANDGUN QUALIFICATIONS					
DAYLIGHT QUALIFICATION (38 ROUNDS)	DATE OF TEST: _____		EVALUATION		
	PASS	FAIL			
MUST SCORE 36 OR HIGHER IN TWO (2) OUT OF THREE (3) ATTEMPTS			_____ INSTRUCTOR'S PRINTED NAME AND INITIALS		
Attempt 1					
Attempt 2					
Attempt 3					
COMMENTS:					
LOW LIGHT QUALIFICATION (18 ROUNDS)	DATE OF TEST: _____		EVALUATION		
	PASS	FAIL			
MUST SCORE 16 OR HIGHER IN ONE (1) OUT OF TWO (2) ATTEMPTS			_____ INSTRUCTOR'S PRINTED NAME AND INITIALS		
Attempt 1					
Attempt 2					
COMMENTS:					
HANDGUN PROFICIENCY EVALUATIONS					
PHASE I MALFUNCTION CLEARANCE	DATE OF FIRST ATTEMPT: _____		DATE OF SECOND ATTEMPT: _____		EVALUATION
	PASS	FAIL	PASS	FAIL	
DEMONSTRATE ALL OF THE FOLLOWING					_____ INSTRUCTOR'S PRINTED NAME AND INITIALS
Draw					
Attempt to Fire					
Bring Weapon to Workspace					
Clear Phase I Malfunction					
Accuracy					
Safety					
COMMENTS:					
PHASE II MALFUNCTION CLEARANCE	DATE OF FIRST ATTEMPT: _____		DATE OF SECOND ATTEMPT: _____		EVALUATION
	PASS	FAIL	PASS	FAIL	
DEMONSTRATE ALL OF THE FOLLOWING					_____ INSTRUCTOR'S PRINTED NAME AND INITIALS
Attempt to Fire					
Bring Weapon to Workspace					
Clear Phase II Malfunction					
Accuracy					
Safety					
COMMENTS:					

INSTRUCTOR STUDENT NAME: _____

INSTRUCTOR STUDENT IDENTIFICATION NUMBER: _____

RECOIL MANAGEMENT	DATE OF FIRST ATTEMPT: _____		DATE OF SECOND ATTEMPT: _____		EVALUATION
	PASS	FAIL	PASS	FAIL	
DEMONSTRATE ALL OF THE FOLLOWING					INSTRUCTOR'S PRINTED NAME AND INITIALS
Load and Charge					
Accuracy					
Speed					
Safety					
COMMENTS:					
ONE-HAND SHOOTING	DATE OF FIRST ATTEMPT: _____		DATE OF SECOND ATTEMPT: _____		EVALUATION
	PASS	FAIL	PASS	FAIL	
DEMONSTRATE ALL OF THE FOLLOWING					INSTRUCTOR'S PRINTED NAME AND INITIALS
Load and Charge					
Draw					
Grip					
Shooting Stance and Platform					
Speed					
Accuracy					
Safety					
COMMENTS:					
HIP SHOOTING	DATE OF FIRST ATTEMPT: _____		DATE OF SECOND ATTEMPT: _____		EVALUATION
	PASS	FAIL	PASS	FAIL	
DEMONSTRATE ALL OF THE FOLLOWING					INSTRUCTOR'S PRINTED NAME AND INITIALS
Load and Charge					
Draw					
Grip					
Shooting Stance and Platform					
Create Distance					
Speed					
Accuracy					
Safety					
COMMENTS:					
COVER AND CONCEALMENT	DATE OF FIRST ATTEMPT: _____		DATE OF SECOND ATTEMPT: _____		EVALUATION
	PASS	FAIL	PASS	FAIL	
DEMONSTRATE ALL OF THE FOLLOWING					INSTRUCTOR'S PRINTED NAME AND INITIALS
Load and Charge					
Draw					
Engage Threat while Moving to Cover					
Reload Behind Cover					
Use of Cover					
Extended Weapon Remains Behind Cover					
Engage Threat from Different Part of Cover					
Accuracy					
Speed					
Safety					
COMMENTS:					

INSTRUCTOR STUDENT IDENTIFICATION NUMBER: _____

[illegible]

HANDGUN PROFICIENCY EVALUATIONS – EXPLANATION OF MEASURABLES

Each handgun proficiency evaluation has its own set of measurables that students must demonstrate in order to pass. Refer to the list below for an explanation of each measurable.

- **Accuracy**—Hit the scorable area of the target the prescribed number of times.
- **Attempt to Fire**—Press the trigger.
- **Bring Weapon to Workspace**—Weapon remains in the workspace while loading, reloading, unloading, or clearing a malfunction.
- **Clear Phase I Malfunction**—Properly clear a phase I malfunction using the tap, rack, ready method.
- **Clear Phase II Malfunction**—Properly clear a phase II malfunction either by locking the slide first and removing the magazine second, or ripping out the magazine first (training center discretion). Working the slide is required regardless of the method.
- **Create Distance**—Create distance after firing from the hip and before reengaging the threat from the two-hand high point. This can either be a step back or a lateral step (training center discretion).
- **Draw**—Properly draw the weapon.
- **Engage Threat from Different Part of Cover**—Roll out to engage the threat from any part of cover that is different from the original point of entry. For example, if entering cover from the standing position, then engage the threat from a different position on the same side or any position from the other side.
- **Engage Threat while Moving to Cover**—Fire three rounds while moving to cover.
- **Extended Weapon Remains Behind Cover**—Do not allow the extended weapon to break the plane of cover.
- **Grip**—Demonstrate the appropriate grip for the course of fire.
- **Load and Charge**—Load and charge the weapon in the workspace, then acquire a good sight picture before holstering or assuming the compressed ready.
- **Neutralize Threat(s)**—Engage all deadly threats.
- **Reaction Time**—Conduct threat assessment and neutralize threat(s) without hesitation.
- **Reload Behind Cover**—Reload while properly protected behind cover.
- **Safety**—Follow all instructions and firearms safety rules while in the classroom and on the range.
- **Scan**—Assess for threats.
- **Speed**—Achieve the qualifying number of rounds on target in the allotted amount of time.
- **Shooting Stance and Platform**—Demonstrate the appropriate shooting stance and platform for the course of fire.
- **Threat Recognition**—Distinguish a deadly threat from a nondeadly threat and take appropriate action (do not fire upon a nondeadly threat).
- **Use of Cover**—Move to cover, and then present the weapon using the two-hand high point position before rolling out from cover to engage the threat, keeping body properly protected behind cover.
- **Verbal Commands**—Use verbal commands to identify yourself and direct the subject with loud, clear, and concise commands.



Florida Department
of Law Enforcement

PATROL RIFLE INSTRUCTOR PERFORMANCE EVALUATION

Incorporated by Reference in Rule 11B-35.0024, F.A.C.



**CJSTC
4R**

1. AGENCY OR TRAINING SCHOOL NAME: _____
2. CLASS NUMBER: _____
3. INSTRUCTOR STUDENT'S PRINTED NAME: _____
4. INSTRUCTOR STUDENT'S IDENTIFICATION NUMBER: _____
5. INSTRUCTOR STUDENT PERFORMANCE REQUIREMENTS:
 - **DEMONSTRATION OF PROFICIENCY:** Once evaluation on a proficiency skill has begun, no additional training, assistance, or practice is allowed on that proficiency skill. An instructor student shall complete the Patrol Rifle Instructor Course pursuant to Rule 11B-20.0014, F.A.C., to instruct the Patrol Rifle Operator Course or the Patrol Rifle Instructor Course.

An instructor student shall demonstrate the required rifle proficiency skills using a patrol rifle, with the results recorded on the required CJSTC-4R form. No retest is allowed.
 - **WRITTEN END-OF-COURSE EXAMINATION:** An instructor student shall achieve a minimum score of no less than 85% on the written end-of-course examination. No retest is allowed. An instructor student who fails either the required demonstration of proficiency skills or the written end-of-course examination shall be deemed to have failed the Patrol Rifle Instructor Course.
 - **ACTIVE THREAT/SHOOTER DRILLS:** An instructor student shall complete active threat/shooter drills.
6. **INSTRUCTOR TO STUDENT RATIO:** One rangemaster shall supervise all range activity while training is actively engaged. The rangemaster shall be a Commission-certified patrol rifle instructor and shall not be included as an instructor to comply with the instructor to student ratio requirements. For instruction of the Patrol Rifle Instructor Course there shall be no more than six students actively engaged on a firearms range for each Commission-certified patrol rifle instructor. Actively engaged is defined as "a student on the firing range handling a weapon."
7. **RIFLE PROFICIENCY EVALUATIONS:** PASS ☐ OR FAIL ☐
8. **RIFLE QUALIFICATION:** PASS ☐ OR FAIL ☐
9. **COMPLETED ACTIVE THREAT/SHOOTER DRILLS:** YES ☐ OR NO ☐ (If "No", provide comments at end of form.)
10. **MET ALL COURSE OBJECTIVES:** YES ☐ OR NO ☐ (If "No", provide comments at end of form.)
11. **DEMONSTRATED SAFETY PROCEDURES:** YES ☐ OR NO ☐ (If "No", provide comments at end of form.)
12. **WRITTEN END-OF-COURSE EXAMINATION** PASS ☐ OR FAIL ☐
13. **FAILURE OF COURSE:**
☐ The instructor student has failed the Patrol Rifle Instructor Course.
14. INSTRUCTOR STUDENT'S SIGNATURE: _____
15. DATE: _____
16. RANGEMASTER'S PRINTED NAME: _____
17. AGENCY ADMINISTRATOR, TRAINING CENTER DIRECTOR, OR DESIGNEE'S PRINTED NAME: _____
18. AGENCY ADMINISTRATOR, TRAINING CENTER DIRECTOR, OR DESIGNEE'S SIGNATURE: _____
19. DATE THE EVALUATION WAS COMPLETED: _____

INSTRUCTOR STUDENT NAME: _____ INSTRUCTOR STUDENT IDENTIFICATION NUMBER: _____

TARGETS: All proficiency skills, except Recoil Management, must be completed using a commercially produced B-21E or equivalent target. Recoil Management must be completed using an eight-inch diameter circle target.

EVALUATIONS: For each proficiency skill listed, instructors shall print and initial their name by the proficiency skill(s) they evaluate. If the same instructor evaluates proficiencies listed back-to-back on this form, the instructor is permitted to print and initial their name for the first proficiency, and then draw an arrow down through the subsequent proficiencies. Comments may be used at any time, but are required for a failure. Additional space for comments is provided at the end of this form.

WEAPON MAKE:			WEAPON MODEL:		
RIFLE QUALIFICATION					
QUALIFICATION (31 ROUNDS)	DATE OF TEST:		EVALUATION		
	PASS	FAIL			
MUST SCORE 29 OR HIGHER IN ONE (1) OUT OF TWO (2) ATTEMPTS (MUST HIT HEAD SHOT)			_____ INSTRUCTOR'S PRINTED NAME AND INITIALS		
Attempt 1					
Attempt 2					
COMMENTS:					
RIFLE PROFICIENCY EVALUATIONS					
PHASE I MALFUNCTION CLEARANCE	DATE OF FIRST ATTEMPT:		DATE OF SECOND ATTEMPT:		EVALUATION
	PASS	FAIL	PASS	FAIL	
DEMONSTRATE ALL OF THE FOLLOWING					_____ INSTRUCTOR'S PRINTED NAME AND INITIALS
Attempt to Fire					
Use of Workspace					
Clear Phase I Malfunction					
Accuracy					
Safety					
COMMENTS:					
PHASE II MALFUNCTION CLEARANCE	DATE OF FIRST ATTEMPT:		DATE OF SECOND ATTEMPT:		EVALUATION
	PASS	FAIL	PASS	FAIL	
DEMONSTRATE ALL OF THE FOLLOWING					_____ INSTRUCTOR'S PRINTED NAME AND INITIALS
Attempt to Fire					
Use of Workspace					
Clear Phase II Malfunction					
Accuracy					
Safety					
COMMENTS:					
RECOIL MANAGEMENT	DATE OF FIRST ATTEMPT:		DATE OF SECOND ATTEMPT:		EVALUATION
	PASS	FAIL	PASS	FAIL	
DEMONSTRATE ALL OF THE FOLLOWING					_____ INSTRUCTOR'S PRINTED NAME AND INITIALS
Load and Charge					
Accuracy					
Speed					
Safety					
COMMENTS:					

RELOAD	DATE OF FIRST ATTEMPT: _____		DATE OF SECOND ATTEMPT: _____		EVALUATION
	PASS	FAIL	PASS	FAIL	
DEMONSTRATE ALL OF THE FOLLOWING					INSTRUCTOR'S PRINTED NAME AND INITIALS _____
Use of Workspace					
Speed					
Accuracy					
Safety					
COMMENTS:					
DAYLIGHT POSITIONAL SHOOTING	DATE OF FIRST ATTEMPT: _____		DATE OF SECOND ATTEMPT: _____		EVALUATION
	PASS	FAIL	PASS	FAIL	
DEMONSTRATE ALL OF THE FOLLOWING					INSTRUCTOR'S PRINTED NAME AND INITIALS _____
Load and Charge					
Shooting Stance and Platform					
Speed					
Accuracy					
Safety					
COMMENTS:					
LOWLIGHT POSITIONAL SHOOTING	DATE OF FIRST ATTEMPT: _____		DATE OF SECOND ATTEMPT: _____		EVALUATION
	PASS	FAIL	PASS	FAIL	
DEMONSTRATE ALL OF THE FOLLOWING					INSTRUCTOR'S PRINTED NAME AND INITIALS _____
Load and Charge					
Shooting Stance and Platform					
Speed					
Accuracy					
Safety					
COMMENTS:					
TRANSITION	DATE OF FIRST ATTEMPT: _____		DATE OF SECOND ATTEMPT: _____		EVALUATION
	PASS	FAIL	PASS	FAIL	
DEMONSTRATE ALL OF THE FOLLOWING					INSTRUCTOR'S PRINTED NAME AND INITIALS _____
Load and Charge					
Speed					
Accuracy					
Safety					
COMMENTS:					

INSTRUCTOR STUDENT IDENTIFICATION NUMBER: _____

[illegible]

RIFLE PROFICIENCY EVALUATIONS – EXPLANATION OF MEASURABLES

Each rifle proficiency evaluation has its own set of measurables that students must demonstrate in order to pass. Refer to the list below for an explanation of each measurable.

- **Accuracy**—Hit the scorable area of the target the prescribed number of times.
- **Attempt to Fire**—Press the trigger.
- **Clear Phase I Malfunction**—Properly clear a phase I malfunction using the tap, rack, ready method.
- **Clear Phase II Malfunction**—Properly clear a phase II malfunction either by locking the bolt first and removing the magazine second, or ripping out the magazine first (training center discretion). Working the charging handle is required regardless of the method.
- **Engage Threat from Different Part of Cover**—Roll out to engage the threat from any part of cover that is different from the original point of entry. For example, if entering cover from the standing position, then engage the threat from a different position on the same side or any position from the other side.
- **Engage Threat while Moving**—Fire five rounds while moving.
- **Extended Weapon Remains Behind Cover**—Do not allow the extended weapon to break the plane of cover.
- **Load and Charge**—Load and charge the weapon in the workspace.
- **Reload Behind Cover**—Reload while properly protected behind cover.
- **Safety**—Follow all instructions and firearms safety rules while in the classroom and on the range.
- **Speed**—Achieve the qualifying number of rounds on target in the allotted amount of time.
- **Shooting Stance and Platform**—Demonstrate the appropriate shooting stance and platform for the course of fire.
- **Use of Cover**—Move to cover, and then present the weapon to engage the threat, keeping body properly protected behind cover.
- **Use of Workspace**—Weapon remains in the workspace while loading, reloading, unloading, or clearing a malfunction.



Florida Department
of Law Enforcement

SHOTGUN INSTRUCTOR PERFORMANCE EVALUATION

Incorporated by Reference in Rule 11B-35.0024, F.A.C.



**CJSTC
4S**

1. AGENCY OR TRAINING SCHOOL NAME: _____
2. CLASS NUMBER: _____
3. INSTRUCTOR STUDENT'S PRINTED NAME: _____
4. INSTRUCTOR STUDENT'S IDENTIFICATION NUMBER: _____
5. INSTRUCTOR STUDENT PERFORMANCE REQUIREMENTS:
 - **DEMONSTRATION OF PROFICIENCY:** Once evaluation on a proficiency skill has begun, no additional training, assistance, or practice is allowed on that proficiency skill. An instructor student shall complete the Shotgun Instructor Course pursuant to Rule 11B-20.0014, F.A.C., to instruct the Shotgun Operator Course or the Shotgun Instructor Course.

An instructor student shall demonstrate the required shotgun proficiency skills using a shotgun, with the results recorded on the required CJSTC-4S form. No retest is allowed.
 - **WRITTEN END-OF-COURSE EXAMINATION:** An instructor student shall achieve a minimum score of no less than 85% on the written end-of-course examination. No retest is allowed. An instructor student who fails either the required demonstration of proficiency skills or the written end-of-course examination shall be deemed to have failed the Shotgun Instructor Course.
6. **INSTRUCTOR TO STUDENT RATIO:** One rangemaster shall supervise all range activity while training is actively engaged. The rangemaster shall be a Commission-certified shotgun instructor and shall not be included as an instructor to comply with the instructor to student ratio requirements. For instruction of the Shotgun Instructor Course there shall be no more than six students actively engaged on a firearms range for each Commission-certified shotgun instructor. Actively engaged is defined as "a student on the firing range handling a weapon."
7. **SHOTGUN PROFICIENCY EVALUATIONS:** PASS ☐ OR FAIL ☐
8. **SHOTGUN QUALIFICATION:** PASS ☐ OR FAIL ☐
9. **MET ALL COURSE OBJECTIVES:** YES ☐ OR NO ☐ (If "No", provide comments at end of form.)
10. **DEMONSTRATED SAFETY PROCEDURES:** YES ☐ OR NO ☐ (If "No", provide comments at end of form.)
11. **WRITTEN END-OF-COURSE EXAMINATION** PASS ☐ OR FAIL ☐
12. **FAILURE OF COURSE:**
☐ The instructor student has failed the Shotgun Instructor Course.
13. INSTRUCTOR STUDENT'S SIGNATURE: _____
14. DATE: _____
15. RANGEMASTER'S PRINTED NAME: _____
16. AGENCY ADMINISTRATOR, TRAINING CENTER DIRECTOR, OR DESIGNEE'S PRINTED NAME: _____
17. AGENCY ADMINISTRATOR, TRAINING CENTER DIRECTOR, OR DESIGNEE'S SIGNATURE: _____
18. DATE THE EVALUATION WAS COMPLETED: _____

TARGETS: All proficiency skills must be completed using a commercially produced B-21E or equivalent target.

EVALUATIONS: For each proficiency skill listed, instructors shall print and initial their name by the proficiency skill(s) they evaluate. If the same instructor evaluates proficiencies listed back-to-back on this form, the instructor is permitted to print and initial their name for the first proficiency, and then draw an arrow down through the subsequent proficiencies. Comments may be used at any time, but are required for a failure. Additional space for comments is provided at the end of this form.

WEAPON MAKE:			WEAPON MODEL:		
SHOTGUN QUALIFICATION					
QUALIFICATION (6 ROUNDS)	DATE OF TEST:		EVALUATION		
	PASS	FAIL			
MUST ACHIEVE A PASSING SCORE OR HIGHER IN ONE (1) OUT OF TWO (2) ATTEMPTS: 5/6 FOR SLUGS; OR 42/48 FOR 8 PELLET SHOT; OR 48/54 FOR 9 PELLET SHOT			INSTRUCTOR'S PRINTED NAME AND INITIALS _____		
Attempt 1					
Attempt 2					
COMMENTS:					
SHOTGUN PROFICIENCY EVALUATIONS					
FAILURE TO FIRE	DATE OF FIRST ATTEMPT:		DATE OF SECOND ATTEMPT:		EVALUATION
	PASS	FAIL	PASS	FAIL	
DEMONSTRATE ALL OF THE FOLLOWING					INSTRUCTOR'S PRINTED NAME AND INITIALS _____
Attempt to Fire					
Use of Workspace					
Clear Malfunction					
Accuracy					
Safety					
COMMENTS:					
RECOIL MANAGEMENT	DATE OF FIRST ATTEMPT:		DATE OF SECOND ATTEMPT:		EVALUATION
	PASS	FAIL	PASS	FAIL	
DEMONSTRATE ALL OF THE FOLLOWING					INSTRUCTOR'S PRINTED NAME AND INITIALS _____
Load and Charge					
Accuracy					
Speed					
Safety					
COMMENTS:					
RELOAD	DATE OF FIRST ATTEMPT:		DATE OF SECOND ATTEMPT:		EVALUATION
	PASS	FAIL	PASS	FAIL	
DEMONSTRATE ALL OF THE FOLLOWING					INSTRUCTOR'S PRINTED NAME AND INITIALS _____
Use of Workspace					
Speed					
Accuracy					
Safety					
COMMENTS:					

INSTRUCTOR STUDENT IDENTIFICATION NUMBER: _____

[illegible]

SHOTGUN PROFICIENCY EVALUATIONS – EXPLANATION OF MEASURABLES

Each shotgun proficiency evaluation has its own set of measurables that students must demonstrate in order to pass. Refer to the list below for an explanation of each measurable.

- **Accuracy**—Hit the scorable area of the target the prescribed number of times.
- **Attempt to Fire**—Press the trigger.
- **Clear Malfunction**—Properly clear the malfunction.
- **Engage Threat from Different Part of Cover**—Roll out to engage the threat from any part of cover that is different from the original point of entry. For example, if entering cover from the standing position, then engage the threat from a different position on the same side or any position from the other side.
- **Engage Threat while Moving**—Fire two rounds while moving.
- **Extended Weapon Remains Behind Cover**—Do not allow the extended weapon to break the plane of cover.
- **Load and Charge**—Load and charge the weapon in the workspace.
- **Reload Behind Cover**—Reload while properly protected behind cover.
- **Safety**—Follow all instructions and firearms safety rules while in the classroom and on the range.
- **Speed**—Achieve the qualifying number of rounds on target in the allotted amount of time.
- **Use of Cover**—Move to cover, and then present the weapon to engage the threat, keeping body properly protected behind cover.
- **Use of Workspace**—Weapon remains in the workspace while loading, reloading, unloading, or clearing a malfunction.



Florida Department
of Law Enforcement

VEHICLE OPERATIONS PERFORMANCE EVALUATION

Incorporated by Reference in Rule 11B-35.0024(3)(h)2, F.A.C.



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1. AGENCY OR TRAINING SCHOOL NAME: _____ 2. CLASS NUMBER: _____

3. STUDENT'S PRINTED NAME: _____ 4. STUDENT'S IDENTIFICATION NUMBER: _____

5. THE STUDENT IS A: BASIC RECRUIT STUDENT (INCL. CROSS-OVER) ☐ OR INSTRUCTOR STUDENT ☐ OR EQUIVALENCY OF TRAINING (EOT) STUDENT ☐

6. BASIC RECRUIT AND EOT STUDENT PERFORMANCE REQUIREMENTS AND BASIC RECRUIT STUDENT RETEST:

- **DEMONSTRATION OF PROFICIENCY:** Once evaluation on a proficiency skill has begun, no additional training, assistance, or practice is allowed on that proficiency skill. A basic recruit or EOT student shall demonstrate the required Vehicle Operations Proficiency Skills with two successful back-to-back runs with a maximum of four runs. A student is required to pass the Figure 8 exercise and Braking exercise, in either order, prior to evaluation of the remaining exercises four out of five runs for each proficiency skill.
- PRACTICE RUNS: For each required proficiency skill, the basic recruit student shall have the opportunity to practice. The number of practice runs allowed will be at the discretion of the training center.
- **WRITTEN END-OF-COURSE EXAMINATION:** A basic recruit student shall achieve a score of no less than 80% on the required written end-of-course examination.
- **RETEST:** A basic recruit student shall be given the opportunity for one additional attempt at the required demonstration of each vehicle operations proficiency skill or one re-examination of the required written end-of-course examination for the Vehicle Operations Course, but not both.
A basic recruit student, who has failed to pass the required written end-of-course examination or the required demonstration of proficiency after a second attempt, shall be deemed to have failed the Vehicle Operations Course.
- **REMEDIAL PLAN(S) ATTACHED:** YES ☐
If a basic recruit student was not successful in the first attempt to complete any of the required proficiency skills, attach a remediation plan. Student retesting shall be documented on this form. A basic recruit student is allowed only one remediation for each exercise.
- DISCRETIONARY DRIVING COURSE: A basic recruit student shall complete a discretionary driving course.

7. INSTRUCTOR STUDENT PERFORMANCE REQUIREMENTS:

- **DEMONSTRATION OF PROFICIENCY:** Once evaluation on a proficiency skill has begun, no additional training, assistance, or practice is allowed on that proficiency skill. An instructor student shall demonstrate the required Vehicle Operations Proficiency Skills with two successful back-to-back runs with a maximum of four attempts four out of five runs for each proficiency skill. Instructor students are required to use lights and sirens when demonstrating nighttime proficiency skills. No retest is allowed.
- **WRITTEN END-OF-COURSE EXAMINATION:** An instructor student shall achieve a minimum score of no less than 85% on the vehicle operations written end-of-course examination. No retest is allowed.
An instructor student who fails either the demonstration of proficiency or the written end-of-course examination shall be deemed to have failed the Vehicle Operations Instructor Course.
- DISCRETIONARY DRIVING COURSE: An instructor student shall complete a discretionary driving course.

8. INSTRUCTOR-TO-VEHICLE RATIO:

- One rangemaster shall supervise all range activity while training is actively engaged. The rangemaster shall be a Commission-certified Vehicle Operations Instructor and shall not be included as an instructor to comply with the instructor to vehicle ratio requirements. For instruction of the Law Enforcement Vehicle Operations Course or Vehicle Operations Instructor Course, there shall be at least one Commission-certified vehicle operations instructor for each vehicle actively engaged on a driving range. Actively engaged is defined as "a vehicle that is at the point between the start and end of an exercise." Returning from or being in route to a driving range or course shall not be considered as actively engaged.

9. VEHICLE OPERATIONS DEMONSTRATION: PASS ☐ OR FAIL ☐

10. COMPLETED DISCRETIONARY DRIVING COURSE: YES ☐ OR NO ☐ OR N/A ☐

11 10. WRITTEN END-OF-COURSE EXAMINATION (BASIC RECRUIT AND INSTRUCTOR STUDENT ONLY):

- FIRST ATTEMPT: PASS ☐ OR FAIL ☐ OR N/A ☐
- RETEST (BASIC RECRUIT ONLY): PASS ☐ OR FAIL ☐

12 11. FAILURE OF COURSE:

☐ **Basic Recruit Student.** The basic recruit student has failed the Law Enforcement Vehicle Operations Course.

☐ **Equivalency of Training Student.** The equivalency of training student has failed to demonstrate proficiency in Law Enforcement Vehicle Operations.

☐ **Instructor Student.** The instructor student has failed the Vehicle Operations Instructor Course.

13 12. STUDENT'S SIGNATURE: _____ 14 13. DATE: _____

15 14. RANGEMASTER'S PRINTED NAME: _____

16 15. AGENCY ADMINISTRATOR, TRAINING CENTER DIRECTOR, OR DESIGNEE'S PRINTED NAME: _____

17 16. AGENCY ADMINISTRATOR, TRAINING CENTER DIRECTOR, OR DESIGNEE'S SIGNATURE: _____

18 17. DATE EVALUATION COMPLETED: _____

STUDENT NAME: _____ STUDENT IDENTIFICATION NUMBER: _____

Evaluation: For each exercise listed, instructors shall print and initial their name by the proficiency skill(s) they evaluate. If the same instructor evaluates proficiency skills listed back-to-back on this form, the instructor is permitted to print and initial their name for the first proficiency skill, and then draw an arrow down through the subsequent proficiency skill. Comments may be used at any time. However, comments are required for a failure and must indicate which measurables were not met, but are not required for a failure. Additional space for comments is provided on page 5 of this form.

FIGURE 8	DATE OF FIRST ATTEMPT:		DATE OF SECOND ATTEMPT:		EVALUATION
	PASS	FAIL	PASS	FAIL	
Run 1	___	___	___	___	FIRST ATTEMPT INSTRUCTOR'S PRINTED NAME AND INITIALS
Run 2	___	___	___	___	
Run 3	___	___	___	___	
Run 4	___	___	___	___	SECOND ATTEMPT INSTRUCTOR'S PRINTED NAME AND INITIALS
MEASURABLES: SPEED, VEHICLE CONTROL, VEHICLE POSITION, CONE AVOIDANCE, SAFETY					
COMMENTS:					
BRAKING	DATE OF FIRST ATTEMPT:		DATE OF SECOND ATTEMPT:		EVALUATION
	PASS	FAIL	PASS	FAIL	
Run 1	___	___	___	___	FIRST ATTEMPT INSTRUCTOR'S PRINTED NAME AND INITIALS
Run 2	___	___	___	___	
Run 3	___	___	___	___	
Run 4	___	___	___	___	SECOND ATTEMPT INSTRUCTOR'S PRINTED NAME AND INITIALS
MEASURABLES: ENTRY SPEED, BRAKING, COMPLETE STOP, CONE AVOIDANCE, SAFETY					
COMMENTS:					
FORWARD SERPENTINE	DATE OF FIRST ATTEMPT:		DATE OF SECOND ATTEMPT:		EVALUATION
	PASS	FAIL	PASS	FAIL	
Run 1	___	___	___	___	FIRST ATTEMPT INSTRUCTOR'S PRINTED NAME AND INITIALS
Run 2	___	___	___	___	
Run 3	___	___	___	___	
Run 4	___	___	___	___	SECOND ATTEMPT INSTRUCTOR'S PRINTED NAME AND INITIALS
MEASURABLES: ENTRY SPEED, NO BRAKING, VEHICLE CONTROL, VEHICLE POSITION, CONE AVOIDANCE, SAFETY					
COMMENTS:					
REVERSE SERPENTINE	DATE OF FIRST ATTEMPT:		DATE OF SECOND ATTEMPT:		EVALUATION
	PASS	FAIL	PASS	FAIL	
Run 1	___	___	___	___	FIRST ATTEMPT INSTRUCTOR'S PRINTED NAME AND INITIALS
Run 2	___	___	___	___	
Run 3	___	___	___	___	
Run 4	___	___	___	___	SECOND ATTEMPT INSTRUCTOR'S PRINTED NAME AND INITIALS
MEASURABLES: NO COMPLETE STOPS, VEHICLE POSITION, CONE AVOIDANCE, SAFETY					
COMMENTS:					

STUDENT NAME: _____

STUDENT IDENTIFICATION NUMBER: _____

EVASIVE MANEUVER	DATE OF FIRST ATTEMPT:		DATE OF SECOND ATTEMPT:		EVALUATION
	PASS	FAIL	PASS	FAIL	
Run 1	___	___	___	___	FIRST ATTEMPT INSTRUCTOR'S PRINTED NAME AND INITIALS
Run 2	___	___	___	___	
Run 3	___	___	___	___	
Run 4	___	___	___	___	SECOND ATTEMPT INSTRUCTOR'S PRINTED NAME AND INITIALS
MEASURABLES: ENTRY SPEED, BRAKING, COMPLETE STOP, VEHICLE CONTROL, VEHICLE POSITION, CONE AVOIDANCE, SAFETY					
COMMENTS:					
CONTROLLED BACKING	DATE OF FIRST ATTEMPT:		DATE OF SECOND ATTEMPT:		EVALUATION
	PASS	FAIL	PASS	FAIL	
Run 1	___	___	___	___	FIRST ATTEMPT INSTRUCTOR'S PRINTED NAME AND INITIALS
Run 2	___	___	___	___	
Run 3	___	___	___	___	
Run 4	___	___	___	___	SECOND ATTEMPT INSTRUCTOR'S PRINTED NAME AND INITIALS
MEASURABLES: TIME, NO COMPLETE STOPS, VEHICLE CONTROL, VEHICLE POSITION, CONE AVOIDANCE, SAFETY					
COMMENTS:					
TURN NEGOTIATION	DATE OF FIRST ATTEMPT:		DATE OF SECOND ATTEMPT:		EVALUATION
	PASS	FAIL	PASS	FAIL	
Run 1	___	___	___	___	FIRST ATTEMPT INSTRUCTOR'S PRINTED NAME AND INITIALS
Run 2	___	___	___	___	
Run 3	___	___	___	___	
Run 4	___	___	___	___	SECOND ATTEMPT INSTRUCTOR'S PRINTED NAME AND INITIALS
MEASURABLES: TIME, VEHICLE CONTROL, VEHICLE POSITION, CONE AVOIDANCE, SAFETY					
COMMENTS:					
PARKING	DATE OF FIRST ATTEMPT:		DATE OF SECOND ATTEMPT:		EVALUATION
	PASS	FAIL	PASS	FAIL	
Run 1	___	___	___	___	FIRST ATTEMPT INSTRUCTOR'S PRINTED NAME AND INITIALS
Run 2	___	___	___	___	
Run 3	___	___	___	___	
Run 4	___	___	___	___	SECOND ATTEMPT INSTRUCTOR'S PRINTED NAME AND INITIALS
MEASURABLES: VEHICLE POSITION, CONE AVOIDANCE, SAFETY					
COMMENTS:					

STUDENT NAME:

STUDENT IDENTIFICATION NUMBER:

NIGHTTIME EVASIVE MANEUVER WITH LIGHTS (REQUIRED) AND SIREN (OPTIONAL)	DATE OF FIRST ATTEMPT: _____		DATE OF SECOND ATTEMPT: _____		EVALUATION
	PASS	FAIL	PASS	FAIL	
Run 1	_____	_____	_____	_____	FIRST ATTEMPT INSTRUCTOR'S PRINTED NAME AND INITIALS
Run 2	_____	_____	_____	_____	
Run 3	_____	_____	_____	_____	
Run 4	_____	_____	_____	_____	SECOND ATTEMPT INSTRUCTOR'S PRINTED NAME AND INITIALS
MEASURABLES: ENTRY SPEED, BRAKING, COMPLETE STOP, VEHICLE POSITION, VEHICLE CONTROL, CONE AVOIDANCE, SAFETY					
COMMENTS:					
NIGHTTIME CONTROLLED BACKING WITH LIGHTS (REQUIRED) AND SIREN (OPTIONAL)	DATE OF FIRST ATTEMPT: _____		DATE OF SECOND ATTEMPT: _____		EVALUATION
	PASS	FAIL	PASS	FAIL	
Run 1	_____	_____	_____	_____	FIRST ATTEMPT INSTRUCTOR'S PRINTED NAME AND INITIALS
Run 2	_____	_____	_____	_____	
Run 3	_____	_____	_____	_____	
Run 4	_____	_____	_____	_____	SECOND ATTEMPT INSTRUCTOR'S PRINTED NAME AND INITIALS
MEASURABLES: TIME, NO COMPLETE STOPS, VEHICLE POSITION, VEHICLE CONTROL, CONE AVOIDANCE, SAFETY					
COMMENTS:					
NIGHTTIME TURN NEGOTIATION WITH LIGHTS (REQUIRED) AND SIREN (OPTIONAL)	DATE OF FIRST ATTEMPT: _____		DATE OF SECOND ATTEMPT: _____		EVALUATION
	PASS	FAIL	PASS	FAIL	
Run 1	_____	_____	_____	_____	FIRST ATTEMPT INSTRUCTOR'S PRINTED NAME AND INITIALS
Run 2	_____	_____	_____	_____	
Run 3	_____	_____	_____	_____	
Run 4	_____	_____	_____	_____	SECOND ATTEMPT INSTRUCTOR'S PRINTED NAME AND INITIALS
MEASURABLES: TIME, VEHICLE CONTROL, VEHICLE POSITION, CONE AVOIDANCE, SAFETY					
COMMENTS:					

COMMENTS:

VEHICLE OPERATIONS PROFICIENCY EVALUATIONS – EXPLANATION OF MEASURABLES

Each vehicle operations proficiency evaluation has its own set of measurables that students must demonstrate in order to pass. Refer to the list below for an explanation of each measurable.

- **Braking**—Slow or stop the vehicle by applying steady increasing pressure on the brake pedal.
- **Complete Stop**—Vehicle ceases to move and is at an absolute standstill.
- **Cone Avoidance**—No contact with any part of a cone.
- **Entry Speed**—The rate of movement performed by the vehicle by the starting gate or designated cue point.
- **No Braking**—Once vehicle enters driving course brakes cannot be applied.
- **No Complete Stops**—Complete driving exercise without the vehicle coming to an absolute standstill.
- **Time**—Complete the driving exercise within the allotted amount of time.
- **Vehicle Control**—Proper application of steering, acceleration, and braking to operate the vehicle safely.
- **Vehicle Position**—Proper alignment within lane of travel while executing driving exercise.
- **Safety**—Follow all instructions and vehicle safety rules.
- **Speed**—Vehicle achieves the designated rate of movement as it relates to the distance traveled.

FIGURE 8	DATE OF FIRST ATTEMPT: _____										DATE OF SECOND ATTEMPT: _____										EVALUATION		
	RUN 1		RUN 2		RUN 3		RUN 4		RUN 5		RUN 1		RUN 2		RUN 3		RUN 4		RUN 5				
	P	F	P	F	P	F	P	F	P	F	P	F	P	F	P	F	P	F	P	F			
Shuffle Steering																							_____ FIRST ATTEMPT INSTRUCTOR'S PRINTED NAME AND INITIALS
Speed																							
Cone Avoidance																							_____ SECOND ATTEMPT INSTRUCTOR'S PRINTED NAME AND INITIALS
COMMENTS: _____																							
BRAKING	DATE OF FIRST ATTEMPT: _____										DATE OF SECOND ATTEMPT: _____										EVALUATION		
	RUN 1		RUN 2		RUN 3		RUN 4		RUN 5		RUN 1		RUN 2		RUN 3		RUN 4		RUN 5				
	P	F	P	F	P	F	P	F	P	F	P	F	P	F	P	F	P	F	P	F			
Hand Position																							_____ FIRST ATTEMPT INSTRUCTOR'S PRINTED NAME AND INITIALS
Speed																							
Braking																							_____ SECOND ATTEMPT INSTRUCTOR'S PRINTED NAME AND INITIALS
Complete Stop																							
Cone Avoidance																							
COMMENTS: _____																							
FORWARD SERPENTINE	DATE OF FIRST ATTEMPT: _____										DATE OF SECOND ATTEMPT: _____										EVALUATION		
	RUN 1		RUN 2		RUN 3		RUN 4		RUN 5		RUN 1		RUN 2		RUN 3		RUN 4		RUN 5				
	P	F	P	F	P	F	P	F	P	F	P	F	P	F	P	F	P	F	P	F			
Speed																						_____ FIRST ATTEMPT INSTRUCTOR'S PRINTED NAME AND INITIALS	
Shuffle Steering																							
Braking																						_____ SECOND ATTEMPT INSTRUCTOR'S PRINTED NAME AND INITIALS	
Cone Avoidance																							
COMMENTS: _____																							
REVERSE SERPENTINE	DATE OF FIRST ATTEMPT: _____										DATE OF SECOND ATTEMPT: _____										EVALUATION		
	RUN 1		RUN 2		RUN 3		RUN 4		RUN 5		RUN 1		RUN 2		RUN 3		RUN 4		RUN 5				
	P	F	P	F	P	F	P	F	P	F	P	F	P	F	P	F	P	F	P	F			
Body Position																						_____ FIRST ATTEMPT INSTRUCTOR'S PRINTED NAME AND INITIALS	
Vehicle Position																							
Cone Avoidance																					_____ SECOND ATTEMPT INSTRUCTOR'S PRINTED NAME AND INITIALS		
COMMENTS: _____																							

STUDENT NAME: _____

STUDENT IDENTIFICATION NUMBER: _____

EVASIVE MANEUVER	DATE OF FIRST ATTEMPT: _____										DATE OF SECOND ATTEMPT: _____										EVALUATION		
	RUN 1		RUN 2		RUN 3		RUN 4		RUN 5		RUN 1		RUN 2		RUN 3		RUN 4		RUN 5				
	P	F	P	F	P	F	P	F	P	F	P	F	P	F	P	F	P	F					
Entry Speed																							_____ FIRST ATTEMPT INSTRUCTOR'S PRINTED NAME AND INITIALS
Braking																							
Lane Change																							
Cone Avoidance																							_____ SECOND ATTEMPT INSTRUCTOR'S PRINTED NAME AND INITIALS
Complete Stop																							

COMMENTS: _____

CORNERING	DATE OF FIRST ATTEMPT: _____										DATE OF SECOND ATTEMPT: _____										EVALUATION		
	RUN 1		RUN 2		RUN 3		RUN 4		RUN 5		RUN 1		RUN 2		RUN 3		RUN 4		RUN 5				
	P	F	P	F	P	F	P	F	P	F	P	F	P	F	P	F	P	F					
Entry Speed																							_____ FIRST ATTEMPT INSTRUCTOR'S PRINTED NAME AND INITIALS
Braking																							
Vehicle Position																							
Shuffle Steering																							_____ SECOND ATTEMPT INSTRUCTOR'S PRINTED NAME AND INITIALS
Acceleration																							
Cone Avoidance																							
Turn signal																							

COMMENTS: _____

NIGHTTIME EMERGENCY FORWARD SERPENTINE WITH LIGHTS (REQUIRED) AND SIREN (OPTIONAL)	DATE OF FIRST ATTEMPT: _____										DATE OF SECOND ATTEMPT: _____										EVALUATION		
	RUN 1		RUN 2		RUN 3		RUN 4		RUN 5		RUN 1		RUN 2		RUN 3		RUN 4		RUN 5				
	P	F	P	F	P	F	P	F	P	F	P	F	P	F	P	F	P	F					
Speed																							_____ FIRST ATTEMPT INSTRUCTOR'S PRINTED NAME AND INITIALS
Shuffle Steering																							
Braking																							
Cone Avoidance																							_____ SECOND ATTEMPT INSTRUCTOR'S PRINTED NAME AND INITIALS

COMMENTS: _____

NIGHTTIME EMERGENCY REVERSE SERPENTINE WITH LIGHTS (REQUIRED) AND SIREN (OPTIONAL)	DATE OF FIRST ATTEMPT: _____										DATE OF SECOND ATTEMPT: _____										EVALUATION		
	RUN 1		RUN 2		RUN 3		RUN 4		RUN 5		RUN 1		RUN 2		RUN 3		RUN 4		RUN 5				
	P	F	P	F	P	F	P	F	P	F	P	F	P	F	P	F	P	F					
Body Position																							_____ FIRST ATTEMPT INSTRUCTOR'S PRINTED NAME AND INITIALS
Vehicle Position																							
Cone Avoidance																							_____ SECOND ATTEMPT INSTRUCTOR'S PRINTED NAME AND INITIALS

COMMENTS: _____

STUDENT NAME: _____

STUDENT IDENTIFICATION NUMBER: _____

NIGHTTIME EMERGENCY EVASIVE WITH LIGHTS (REQUIRED) AND SIREN (OPTIONAL)	DATE OF FIRST ATTEMPT: _____										DATE OF SECOND ATTEMPT: _____										EVALUATION
	RUN 1		RUN 2		RUN 3		RUN 4		RUN 5		RUN 1		RUN 2		RUN 3		RUN 4		RUN 5		
	P	F	P	F	P	F	P	F	P	F	P	F	P	F	P	F	P	F	P	F	
Entry Speed																					_____ _____ FIRST ATTEMPT INSTRUCTOR'S PRINTED NAME AND INITIALS _____ _____ SECOND ATTEMPT INSTRUCTOR'S PRINTED NAME AND INITIALS
Braking																					
Lane Change																					
Cone Avoidance																					
Complete Stop																					
COMMENTS: _____																					
INTERSECTION BACKING	DATE OF FIRST ATTEMPT: _____										DATE OF SECOND ATTEMPT: _____										EVALUATION
	RUN 1		RUN 2		RUN 3		RUN 4		RUN 5		RUN 1		RUN 2		RUN 3		RUN 4		RUN 5		
	P	F	P	F	P	F	P	F	P	F	P	F	P	F	P	F	P	F	P	F	
Body Position																					_____ _____ FIRST ATTEMPT INSTRUCTOR'S PRINTED NAME AND INITIALS _____ _____ SECOND ATTEMPT INSTRUCTOR'S PRINTED NAME AND INITIALS
Vehicle Position																					
Cone Avoidance																					
COMMENTS: _____																					
TACTICAL BACKING	DATE OF FIRST ATTEMPT: _____										DATE OF SECOND ATTEMPT: _____										EVALUATION
	RUN 1		RUN 2		RUN 3		RUN 4		RUN 5		RUN 1		RUN 2		RUN 3		RUN 4		RUN 5		
	P	F	P	F	P	F	P	F	P	F	P	F	P	F	P	F	P	F	P	F	
Body Position																					_____ _____ FIRST ATTEMPT INSTRUCTOR'S PRINTED NAME AND INITIALS _____ _____ SECOND ATTEMPT INSTRUCTOR'S PRINTED NAME AND INITIALS
Vehicle Position																					
Lane Change																					
Cone Avoidance																					
COMMENTS: _____																					

STUDENT NAME: _____ STUDENT IDENTIFICATION NUMBER: _____

Practice Runs: In the "Practice Runs Completed" column, enter the total number of practice runs completed for each exercise. For each required proficiency skill, the basic recruit student shall participate in a minimum of two practice runs and cannot exceed five practice runs. Practice runs are optional for EOT students.

For each proficiency listed, instructors shall print and initial their name by the practice runs they observe. If the same instructor observes practice runs for proficiency skills listed back-to-back on this form, the instructor is permitted to print and initial their name for the first proficiency skill, and then draw an arrow down through the subsequent proficiency skills.

PRACTICE RUNS

EXERCISE	PRACTICE RUNS COMPLETED	INSTRUCTOR'S PRINTED NAME AND INITIALS
FIGURE 8		
COMMENTS:		
BRAKING		
COMMENTS:		
FORWARD SERPENTINE		
COMMENTS:		
REVERSE SERPENTINE		
COMMENTS:		
EVASIVE MANEUVER		
COMMENTS:		
CORNERING		
COMMENTS:		
NIGHTTIME EMERGENCY FORWARD SERPENTINE WITH LIGHTS (REQUIRED) AND SIREN (OPTIONAL)		
COMMENTS:		
NIGHTTIME EMERGENCY REVERSE SERPENTINE WITH LIGHTS (REQUIRED) AND SIREN (OPTIONAL)		
COMMENTS:		
NIGHTTIME EMERGENCY EVASIVE WITH LIGHTS (REQUIRED) AND SIREN (OPTIONAL)		
COMMENTS:		
INTERSECTION BACKING		
COMMENTS:		
TACTICAL BACKING		
COMMENTS:		

COMMENTS: _____



Florida Department of
Law Enforcement

BREATH TESTING COURSE PERFORMANCE REPORT

Incorporated by Reference in Rule 11B-35.0024(4)(h), F.A.C.



CJSTC
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1. TRAINING SCHOOL NAME: _____ 2. CLASS NUMBER: _____

3. STUDENT'S PRINTED NAME: _____ 4. STUDENT'S IDENTIFICATION NUMBER: _____

5. NAME OF COURSE: ☐ BREATH TEST OPERATOR COURSE # 851 ☐ BREATH TEST OPERATOR RENEWAL COURSE # 951
☐ AGENCY INSPECTOR COURSE # 850 ☐ AGENCY INSPECTOR RENEWAL COURSE # 950
☐ BREATH TEST OPERATOR COURSE-INTOXILYZER 9000 # 852 ☐ BREATH TEST OPERATOR RENEWAL COURSE-INTOXILYZER 9000 # 952
☐ AGENCY INSPECTOR COURSE-INTOXILYZER 9000 # 853 ☐ AGENCY INSPECTOR RENEWAL COURSE-INTOXILYZER 9000 # 953

6. STUDENT PERFORMANCE REQUIREMENTS:

- **DEMONSTRATION OF PROFICIENCY:** A student shall demonstrate the required proficiency skills at 100%, with the results recorded in the applicable section of this form. One retest is allowed.
- **WRITTEN END-OF-COURSE EXAMINATION:** A student shall achieve a minimum score of no less than 80% on the written end-of-course examination. One retest is allowed pursuant to Rule 11B-35.001(14), F.A.C.
- A student who fails either the required demonstration of proficiency skills or the written end-of-course examination shall be deemed to have failed the applicable Breath Test Operator Course, Breath Test Operator Renewal Course Agency Inspector Course, or Agency Inspector Renewal Course.

7. **PROFICIENCY SKILLS EVALUATION:** Complete the section for the applicable course only. For each skill the student successfully completes, place a mark in the PASS column. For each skill the student does not successfully complete, place a mark in the FAIL column. The student shall PASS the demonstration of proficiency when all skills for the proficiency skills evaluation are marked PASS. The student shall FAIL the demonstration of proficiency if any section of the proficiency skills evaluation is marked FAIL.

BREATH TEST OPERATOR COURSE (NUMBER 851 OR 852) OR BREATH TEST OPERATOR RENEWAL COURSE (NUMBER 951 OR 952):

SKILL	PASS	FAIL	COMMENTS
1) Demonstrate the ability to explain messages received during a breath test.			
2) Demonstrate the ability to explain the corrective action to be taken when a message is received.			
3) Conduct a breath test in accordance with Chapter 11D-8, F.A.C.			
4) Review and complete the report associated with breath test, in accordance with Chapter 11D-8, F.A.C.			

AGENCY INSPECTOR COURSE (NUMBER 850 OR 853) OR AGENCY INSPECTOR RENEWAL COURSE (NUMBER 950 OR 953):

SKILL	PASS	FAIL	COMMENTS
1) Demonstrate the ability to explain the scientific principle(s) of how the instrument operates.			
2) Demonstrate the ability to explain messages received during a breath test or inspection.			
3) Demonstrate the ability to explain the corrective action to be taken when a message is received.			
4) Conduct an agency inspection in accordance with Chapter 11D-8, F.A.C.			
5) Review and complete the report associated with agency inspection, in accordance with Chapter 11D-8, F.A.C.			
6) Conduct a breath test in accordance with Chapter 11D-8, F.A.C.			
7) Review and complete the report associated with breath test, in accordance with Chapter 11D-8, F.A.C.			

8. DEMONSTRATION OF PROFICIENCY: PASS ☐ OR FAIL ☐

9. WRITTEN END-OF-COURSE EXAMINATION: PASS ☐ OR FAIL ☐

10. COMPLETION OF COURSE REQUIREMENTS – OVERALL DETERMINATION:

- ☐ The student has successfully completed the Course referenced in Number 5.
☐ The student has failed the Course referenced in Number 5.

11. STUDENT'S SIGNATURE: _____ 12. DATE: _____

13. COURSE INSTRUCTOR'S PRINTED NAME: _____ 14. DATE: _____

I HEREBY CERTIFY THAT I HOLD A VALID BREATH TEST INSTRUCTOR CERTIFICATION, AND THAT THE INFORMATION PROVIDED HEREIN ACCURATELY REFLECTS THE PERFORMANCE OF THE ABOVE LISTED STUDENT. I WILL SUBMIT THE COMPLETED FORM TO THE FOLLOWING EMAIL ADDRESS: ALCOHOLTESTINGPROGRAM@FDLE.STATE.FL.US

15. COURSE INSTRUCTOR'S SIGNATURE: _____



Florida Department of
Law Enforcement

FINGERPRINT NOTIFICATION

Incorporated by Reference in Rule 11B-27.00211(2)(a), F.A.C.



**CJSTC
62**

Please type or print in black or blue ink and use capital and small letters for names, titles, and addresses

1. Last Four Digits of Social Security Number: _____

2. Officer's Name: _____
Last First MI

Notice

Section 943.13(5), F.S., requires that notification be submitted to the
Criminal Justice Standards and Training Commission upon receipt of the officer's processed fingerprints.

3. Agency ORI: FL _____

4. Agency Name: _____

5. Employment Date: _____

6. Employment Type for Correctional Officers:

Full-time ☐ Part-time ☐ Auxiliary ☐ Special Elected or Appointed ☐

7. Fingerprint date

a. Date: _____ If no criminal record was found. Enter the search date (date "sent") located near the top of the
FDLE/FBI Civil Applicant Response memo.

b. Date: _____ If a Florida criminal record was found. If "single-state offender," enter the search date (date "sent")
located near the top of the FDLE/FBI Civil Applicant Response memo.

c. Date: _____ If a National criminal record was found. (Unknown as to national record status) wait to receive the
civil applicant response from the FBI and enter the search completion date located at the left-hand
side of the FBI Civil Applicant Response memo.

8. _____ 9. _____
FDC DMS, DCF or FDLE Administrator or Designee's Signature FDC DMS, DCF or FDLE Administrator or Designee's Name and Title

10. _____
Date Signed

Note: The Fingerprint Notification, form CJSTC-62, is ONLY required for private correctional facilities and jails, pursuant to subsection 11B-27.00211(2)(a), F.A.C. Public criminal justice agencies do not use the form CJSTC-62, as they have the electronic fingerprint response available to them.

INSTRUCTIONS FOR COMPLETING FORM CJSTC-62

This form shall be completed for Private Correctional Institutions and Jails pursuant to Rule 11B-27.00211(2), F.A.C.

1. Private correctional institutions under contract with the Florida Department of Corrections (FDC) ~~Department of Management Services (DMS)~~ or the Florida Department of Children and Families (DCF) shall submit for processing an applicant's fingerprints to the Florida Department of Law Enforcement.
 - A private correctional institution is required to use an electronic fingerprinting submission device and is responsible for any cost associated with the fingerprint submission.
 - The response to the fingerprint submission shall be electronically transmitted to the FDC DMS or DCF for review for compliance with Section 943.13(4), F.S.
 - The FDC DMS or DCF will complete and sign the Fingerprint Notification, form CJSTC-62, and submit it to the private correctional institution.
2. All other private correctional institutions and jails shall submit an applicant's fingerprints for processing to the Florida Department of Law Enforcement.
 - The private correctional institution is required to use an electronic fingerprinting submission device and is responsible for any cost associated with the fingerprint submission.
 - The response to the fingerprint submission shall be electronically transmitted to the Florida Department of Law Enforcement, Officer Records Section, to be reviewed for compliance with Section 943.13(4), F.S.
 - The Florida Department of Law Enforcement's Officer Records Section will complete and sign form CJSTC-62 and submit it to the private correctional institution or jail.

HOW TO COMPLETE EACH ITEM

1. **Last Four Digits of Social Security Number.** Enter the officer's social security number as in this example: 000-00-1234.
2. **Name.** Enter the officer's legal last and first name. If the officer has a middle initial enter it above (MI).
3. **Agency ORI.** Enter the last seven digits of the agency's originating agency identifier number. There are nine digits in agency ORI codes. The first two digits have been entered and are FL. Enter as in this example: FL037000.
4. **Agency Name.** Enter the agency's correct name.
5. **Employment Date.** Enter the date the officer began working for the agency. Enter as in this example: 05-06-1990.
6. **Employment Type.** Enter X in the box by the officer's employment status. For example: Flamingo County Jail employs John Mason as a full-time correctional officer, enter X in the box beside "Full-time" under "Correctional" for John's employment type.
7. **Fingerprint Date.**
 - a. Enter the FBI Civil Applicant Response date.
 - b. If "single-state offender," enter the search date (date "sent") located near the top of the FDLE/FBI Civil Applicant Response memo.
 - c. For unknown offenders use the date on the FBI Civil Applicant Response form as in this example: 09-23-1991.
8. **FDC DMS, DCF, or FDLE Administrator or Designee's Signature.** The FDC DMS, DCF, or FDLE Administrator or Designee shall sign his or her name.
9. **FDC DMS, DCF, or FDLE Administrator or Designee's Name and Title.** Type or print the FDC DMS, DCF, or FDLE Administrator or Designee's name and title.
10. **Date Signed.** Enter the date on the line the FDC DMS, DCF, or FDLE Administrator or Designee signed this form as in this example: 05-24-1991.

PHYSICIAN'S ASSESSMENT

Incorporated by Reference in Rules
11B-27.002(1)(e) and 11B-35.001(11)(c)14, F.A.C.



CJSTC
75

1. Applicant's Name: _____
Last First MI
2. Last Four Digits of the Applicant's Social Security Number: _____
3. Hiring Agency: _____
4. Training School: _____
5. The Applicant Is Requesting Employment and/or Admission Into a Basic Recruit Training Program in One of the Following Disciplines:
 Law Enforcement ☐ Correctional ☐ Correctional Probation ☐
- Note: For employment, a position description that describes the job duties the applicant will perform must be provided.
 For training, the physical fitness conditioning program developed by the training center must be provided.
6. Student Participation in Basic Recruit Training Program. A student enrolled in a basic recruit training program (B RTP) is required to participate in the following activities:
 - A. Defensive tactics and firearms high-liability training is a component of the curriculum mandated by the Criminal Justice Standards and Training Commission. Firearms training requires firing a handgun and long gun creating exposure to lead. Defensive tactics training requires sustained physical exertion and chemical agent contamination to the chemicals oleo-resin capsicum (OC) and/or orthochlorobenzalmalononitrile (CS).
 - B. Physical Fitness Conditioning and Physical Fitness Testing: A B RTP student shall participate in physical fitness conditioning which may include, but is not limited to, running, sprinting, sit-ups, push-ups, weight training, aerobic exercise, yoga and physical activities or games, and a fitness test which and includes the following measures:
 - Vertical Jump
 - One Minute Sit Ups
 - 300 Meter Run
 - Maximum Push Ups
 - 1.5 Mile Run/Walk
 - C. The training center director has attached the training school's physical fitness conditioning program: Yes ☐ No ☐
- *****TO BE COMPLETED BY THE STUDENT*****
7. Medical Conditions Regarding OC/CS Contamination. A B RTP student should be aware of the following personal considerations that may restrict participation in the chemical agent contamination of the B RTP and could possibly be aggravated to a severe degree during the contamination: Recent eye surgery, heart problems, panic disorder or stress, respiratory disorder, emphysema (loss of elasticity/thinning of lung tissues), bronchial asthma, x-ray evidence of pneumoconiosis (black lung), evidence of reduced pulmonary (lung) function, chronic obstructive pulmonary disease, coronary (heart) artery disease, cerebral (brain) blood vessel disease, severe or progressive hypertension (high blood pressure), epilepsy, generalized seizures, pernicious anemia (severe reduction in red blood cells), diabetes (any form), pnueumomediastinum gap (air in the sac surrounding lungs), history of skin allergies, or any condition for which the student is presently taking medication.
8. B RTP Student Certification. I certify that I have reviewed the above information and I do ☐ or do not ☐ have any medical restrictions that would prevent me from participating in the basic recruit training program activities outlined in item numbers 6A and 6B above.
9. Student's Printed Name: _____
10. Student's Signature: _____ Date _____
11. To the Examining Physician:
 The examination of this applicant is for employment or training as an officer, and shall include a complete physical examination at a level of specificity sufficient to determine whether there is any medical or physiological reason that would prevent the applicant from performing the essential functions for employment or training as an officer for the discipline indicated in number 5 above. Disabilities, impairment, or limitations identified by the examination, which would prevent the applicant from performing the essential functions for the officer position, should be reported to the employing agency.
12. Physician's Attestation:
 - ☐ I hereby attest that I have examined the above-named above-named applicant and find him/her CAPABLE of participating in basic recruit training and/or performing the essential functions of the law enforcement, correctional, or correctional probation officer job for which the applicant is seeking employment and/or training reflected in number 3 and/or 4 above.
 - ☐ I hereby attest that I have examined the above-named above-named applicant and find him/her NOT CAPABLE of participating in basic recruit training and/or performing the essential functions of the law enforcement, correctional, or correctional probation officer job for which the applicant is seeking employment and/or training reflected in number 3 and/or 4 above.
13. Pre-existing Conditions: Sections 112.18 and 943.13, F.S., require agency knowledge of the following three pre-existing conditions. However, these outcomes do not statutorily disqualify the applicant from employment.
 Please respond to the following "in my professional opinion, this examination":
 - 13a. Did ☐ or did not ☐ reveal evidence of tuberculosis.
 - 13b. Did ☐ or did not ☐ reveal evidence of heart disease.
 - 13c. Did ☐ or did not ☐ reveal evidence of hypertension.
14. _____
 Physician, Certified Advanced Registered Nurse Practitioner, or Physician Assistant's Signature Printed Name Examination Date
15. _____
 Physician, Certified Advanced Registered Nurse Practitioner, or Physician Assistant's License Number Licensing State
16. _____
 Physician, Certified Advanced Registered Nurse Practitioner, or Physician Assistant's Professional Address

INSTRUCTIONS FOR COMPLETING FORM CJSTC-75

Use this form to document and verify the applicant's compliance with the employment requirements of Section 943.13, F.S., and [paragraph Rule 11B-27.002\(1\)\(d\), F.A.C.](#), and/or with the Basic Recruit Training Program entrance requirements of [paragraph Rule 11B-35.001\(14\)\(b\), F.A.C.](#)

GENERAL INSTRUCTIONS

- The physical examination must be performed by a physician licensed under Chapters 458 or 459, F.S., a certified advanced registered nurse practitioner, or a physician assistant.
- This form or an equivalent form, indicating that the officer is capable of performing the essential functions of the law enforcement, correctional, or correctional probation officer duties for which the applicant is seeking employment, **is required** for each new employment or appointment of an officer and may **shall** be used in conjunction with the Patient Information form CJSTC-75A or an equivalent form, to assist the physician, certified advanced registered nurse practitioner, or physician assistant, by providing testing guidelines to examine the applicant. The physical examination shall not be completed more than one year prior to the officer's date of employment or appointment and a CJSTC-75 form completed for one employing agency may not be used by any other employing agency. If the examination is for employment only, sections 6 – 10 are not required.
- This form, indicating that an applicant is capable of participating in a Basic Recruit Training Program (B RTP), **is required if the applicant is entering a B RTP** and must be completed prior to entrance into a B RTP. The completed form must be maintained in the B RTP course file.
- If an applicant is entering a Basic Recruit Training Program and gaining employment with a criminal justice agency at the same time, a single CJSTC-75 form may be completed for the employing agency and for the training center. The original CJSTC-75 form should reside at the employing agency with a copy being provided to the training center.

INSTRUCTIONS ON HOW TO COMPLETE THIS FORM

1. **Applicant's Name:** Enter the applicant's full legal name.
2. **Last Four Digits of the Social Security Number:** Enter the last four digits of the applicant's social security number.
3. **Hiring Agency:** Enter the hiring agency's name (if applicable).
4. **Training Center:** Enter the training center's name (if applicable).
5. **Request for Employment and/or Training as an officer:** Place a check mark in the box for the discipline in which the applicant is being employed or completing training.
6. **Student Participation in Basic Recruit Training Program Activities. Defensive Tactics (includes chemical agent contamination), Firearms, and Physical Fitness Conditioning and Physical Fitness Testing:** High-liability training in defensive tactics, firearms, and chemical agent contamination is a component of the curriculum mandated by the Criminal Justice Standards and Training Commission and participation in the activities is a requirement for successfully completing a B RTP. **There is no pass or fail at this time.** The test results for each of the five required tests will be recorded on the Academy Physical Fitness Standards Report, form CJSTC-67A as "I" if the student did not perform the test component or "D" if the student was dismissed from the basic recruit training program.
 - A. **Defensive Tactics and Firearms Training.** Firearms training requires firing a handgun and long gun creating exposure to lead. Defensive tactics training requires sustained physical exertion and chemical agent contamination to the chemicals oleo-resin capsicum (OC) and/or orthochlorobenzalmalononitrile (CS).
 - B. **Physical Fitness Conditioning and Physical Fitness Testing.** The Physical Fitness Test includes the following measures and are defined as follows:
 - **Vertical Jump.** This measures leg power by measuring how high a person jumps.
 - **One Minute Sit Ups.** This measures abdominal, or trunk, muscular endurance. While lying on his or her back, the student will be given one minute to do as many bent-leg sit ups as possible.
 - **300 Meter Run.** This measures anaerobic power, or the ability to make an intense burst of effort for a short time period or distance. This component consists of sprinting 300 meters as fast as possible.
 - **Maximum Push Ups.** This measures the muscular endurance of the upper body. This component consists of doing as many push-ups as possible until muscular failure. Males are required to perform the standard push-up and females have the option to perform the standard or modified push-up.
 - **1.5 Mile Run/Walk.** This measures aerobic power or cardiovascular endurance (stamina over time). To complete this component, the student runs or walks a distance of 1.5 miles as fast as possible.
 - ~~C. A physical fitness conditioning program developed by the training school shall be attached to form CJSTC-75 prior to the student's examination by a physician, certified advanced registered nurse practitioner, or the physician assistant.~~
7. **Medical Conditions Regarding Chemical Agent Contamination.** The student shall review the listed medical conditions and list other conditions that may restrict him or her from participating in Chemical Agent Contamination to the chemicals oleo-resin capsicum (OC) and/or orthochlorobenzalmalononitrile (CS).
8. **Basic Recruit Training Program Activities Certification.** The student shall check the appropriate box to indicate if he or she **does or does not** have a medical condition that would restrict participation in the B RTP activities indicated in item numbers 6A and 6B of this form.

9. **Student's Printed Name.** The student shall print his or her first name, last name, and middle initial.
10. **Student's Signature and Date.** The student shall provide a signature and date to verify the information provided by the student is true and correct.
11. **Examining Physician:** The examining physician shall examine the applicant for any medical or physiological reasons that would prevent the applicant from entry into a B RTP or as an officer for employment purposes, pursuant to the attached job duties ~~and/or physical conditioning program.~~
12. **Physician's Attestation:** The physician, certified advanced registered nurse practitioner, or physician assistant shall mark the appropriate box attesting that the applicant is capable or not capable of participating in basic recruit training and/or performing the essential functions of the law enforcement, correctional, or correctional probation officer discipline for which the officer/applicant is seeking training and/or employment.
13. **Pre-existing Conditions:** The physician, certified advanced registered nurse practitioner, or physician assistant shall mark the appropriate box for each pre-existing condition attesting that the examination of the applicant **Did or Did Not** reveal evidence of the pre-existing conditions listed. These outcomes are not disqualifying for employment.
14. **Signature:** The physician, certified advanced registered nurse, or physician assistant shall sign and print his or her name and enter the examination date.
15. **License Number:** Enter the physician, certified advanced registered nurse practitioner, or physician assistant's license number and licensing state.
16. **Professional Address:** Enter the physician, certified advanced registered nurse, or physician assistant's professional address.



Florida Department of
Law Enforcement

PATIENT INFORMATION

Incorporated by Reference in Rule 11B-27.002(1)(d), F.A.C.



**CJSTC
75A**

1. Applicant's Name: _____
Last First MI
2. Applicant's Address: _____
Street, Apt. or Post Office Box Number City State Zip Code
3. Last Four Digits of Social Security Number: _____ Phone: _____ Date of Birth: _____
(In accordance with the Federal Privacy Act of 1974, disclosure is voluntary)
4. Hiring Agency: _____ 5. Position Applied For: _____

TO BE COMPLETED BY THE EXAMINING PHYSICIAN

Please note the presence of eyeglasses, contact lenses, hearing aids, or devices such as braces, supports, canes, crutches, or prostheses.

1. Gender: _____ 2. Height (in inches): _____ 3. Weight (pounds): _____ 4. Blood Pressure: _____
5. Resting Pulse: _____ (please note any irregularity) 6. Oral Temperature: _____
7. Resting Respiratory Rate: _____ 8. Corrected Visual Acuity: Right Eye: _____ Left Eye: _____
9. Physical Examination. Please check Normal or Abnormal after each entry and make comments at the bottom of the form.

	Normal	Abnormal
Color Perception	☐	☐
Estimated Field of Vision	☐	☐
Estimated Auditory Acuity	☐	☐
Head, Eyes, Ears, Nose, Throat, Neck, and Thyroid Gland	☐	☐
Thorax and Lungs	☐	☐
Heart	☐	☐
Abdomen	☐	☐
Skin	☐	☐
Neurologic	☐	☐
Spine	☐	☐
Extremities	☐	☐
Mental Status	☐	☐
Electrocardiogram	☐	☐
Urinalysis	☐	☐
Complete Blood Count	☐	☐
Blood Chemistry Panel	☐	☐

10. Comments: _____

11. Results of tuberculosis skin test: _____

12. Sections 112.18 and 943.13, F.S. requires agency knowledge of the following three pre-existing conditions. However, these outcomes do not statutorily disqualify the applicant from employment. Accordingly, please respond to the following: In my professional opinion, this examination:

- A. Did ☐ or did not ☐ reveal evidence of tuberculosis.
- B. Did ☐ or did not ☐ reveal evidence of heart disease.
- C. Did ☐ or did not ☐ reveal evidence of hypertension.

INSTRUCTIONS FOR COMPLETING FORM CJSTC-75A

Please type or print in black or blue ink and use capital and small letters to write names and addresses.

GENERAL INSTRUCTIONS

This form ~~may or an equivalent form is to~~ be provided to the examining physician, certified advanced registered nurse practitioner, or physician assistant to use when conducting a physical examination. ~~Its use is optional, and shall be used in conjunction with the Physician's Assessment form CJSTC-75 or an equivalent form.~~

Upon completion of the physical, a completed copy shall be provided to the applicant or employing agency.

Employing Agencies Instructions for Completing Form CJSTC-75A

1. **Applicant's Name:** Enter the applicant's full legal name.
2. **Applicant's Address:** Enter the applicant's home address.
3. **Social Security Number (optional):** Enter the last four digits of the applicant's social security as in this example: 000-00-0000.
4. **Hiring Agency:** Enter the hiring agency's name.
5. **Position Applied For:** Enter one of the following disciplines: Law enforcement, correctional, or correctional probation.

Physician's Instructions for Completing Form CJSTC-75A

Note: Indicate the presence of supportive devices by specifying on the provided lines.

1. **Gender:** Enter the sex of the applicant.
2. **Height:** Enter the height of the applicant in inches.
3. **Weight:** Enter the weight of the applicant in pounds
4. **Blood Pressure:** Enter the applicant's systolic and diastolic blood pressure rate.
5. **Resting Pulse:** Enter the applicant's resting pulse rate. Note any irregularities.
6. **Oral Temperature:** Enter the applicant's oral temperature.
7. **Resting Respiratory Rate:** Enter the applicant's resting respiratory rate.
8. **Corrected Visual Acuity** Enter the applicant's corrected visual acuity of the right and left eye.
9. **Physical Examination.** Enter NORMAL or ABNORMAL in the boxes that details the tests and physical examination of the applicant.
10. **Comments:** Enter any additional comments.
11. **Results of the Tuberculosis Skin Test:** Enter the applicant's results of the Tuberculosis Skin Test.
12. Sections 112.18 and 943.13, Florida Statutes, require agency knowledge of the following three pre-existing conditions for potential future disability claims. These outcomes are not disqualifying for employment.
 - A. Place a check mark in the appropriate box to indicate whether the examination did or did not reveal evidence of tuberculosis.
 - B. Place a check mark in the appropriate box to indicate whether the examination did or did not reveal evidence of heart disease.
 - C. Place a check mark in the appropriate box to indicate whether the examination did or did not reveal evidence of hypertension.

DRIVING RANGE FACILITY AND EQUIPMENT REQUIREMENTS

Incorporated by Reference in Rule 11B-21.005, F.A.C.



**CJSTC
202**

TRAINING SCHOOL	REVIEWER	DATE and TIME

Location: _____

Rule 11B-21.005, F.A.C., requires that a Commission-certified training school, conducting CJSTC vehicle operations training for basic recruit or instructor students, shall comply with the following requirements:

1. _____ The driving range shall have a paved area at least a 300' x 600' in size that is located off public roadways or the training school shall have a Commission-approved exemption on file pursuant to Rule 11B-21.005, F.A.C.
2. _____ The driving range shall be equipped with at least 90 ~~orange or yellow~~ traffic cones no less than 12" in height; and at least 15 ~~eight orange or yellow~~ traffic cones that are no less than 24" in height.
3. _____ The driving range shall be equipped with two fire extinguishers with a rating of 10 BC or equivalent.
4. _____ Driving ranges used for practical exercises shall be equipped with a first aid kit. The first aid kit shall be located at the facility when basic recruit students are actively engaged in practical exercises or CJSTC training is in session, and shall be immediately accessible to instructors and students.

The first aid kit shall include at a minimum the following supplies:

Adhesive bandages, 1" or 2" (1 box)	Eye-dressing kit (1)	Tourniquets, commercial (2)
Adhesive tape (1 roll)	Flashlight (1)	Trauma shears (1)
Bandage compresses, 4" (1)	Gauze bandage roll, any size (1)	Triangular bandages (2)
Biohazard bag (1)	Occlusive dressings (2)	Wound packing, rolled, or hemostatic gauze
Cold packs/plastic bags and ice (3-5)	Pressure bandages/dressings (2)	Writing instrument (e.g., pen, marker)
CPR mask with one-way valve (1)	Protective gloves, varying sizes	
Emergency blanket (1)	Sterile eyewash	

5. _____ The driving range shall have accessible and immediately available telephone or radio communication.
6. _____ The driving range shall have accessible drinking water, restroom, and rain-resistant shelter for personnel engaged in driving training.
7. _____ The driving range shall be secured by barriers from through traffic while training is being conducted on the range. Warning signs shall be posted at all vehicle access points that clearly identify the area as a "vehicle operations training driving range" with access restricted to basic recruit trainees, criminal justice instructors, and personnel authorized by the training center director.
8. _____ For delivery of night driving exercises driving range equipment shall include:
 - a. Reflective vests to be worn by all personnel and students; and
 - b. At least one traffic wand for each instructor and other individuals designated to assist in the facilitation of night driving, for example: road guards and traffic control personnel who setup driving cones.

9. _____ Each Commission-certified training school shall have available at least one automobile for vehicle operations training. Emergency lights and sirens that are external or internal are required for vehicles engaged in emergency training exercises in a Vehicle Operations Instructor Course. Instructor students are required to use lights and sirens when demonstrating proficiency on nighttime exercises.

In Compliance ☐ Not In Compliance ☐ Corrected on site by the Field Specialist ☐

Rule Violation: _____, F.A.C.

Comments: _____

Field Specialist's Signature

Date

Training Center Director or Coordinator or Instructor Signature

Date



CRIMINAL JUSTICE STANDARDS AND
TRAINING COMMISSION

RULES AND FORMS EFFECTIVE: 4/2027 MAY/JUNE/JULY 2026



2026-2027 ~~2025-2026~~ PROPOSED RULE REVISIONS

The 2026-2027 Proposed Rules will be indicated with strike-throughs and underlining in GREEN with
Comment boxes in BLUE text, effective 4/2027.

The Link to: RULES INDEX

Rule Chapter

SALARY INCENTIVE PROGRAM

11B-14

State Website: <https://www.flrules.org/gateway/RuleNo.asp?ID=11B-14>

CRIMINAL JUSTICE STANDARDS AND TRAINING TRUST FUND

11B-18

State Website: <https://www.flrules.org/gateway/ChapterHome.asp?Chapter=11B-18>

CERTIFICATION OF CRIMINAL JUSTICE TRAINING INSTRUCTORS

11B-20

State Website: <https://www.flrules.org/gateway/ChapterHome.asp?Chapter=11B-20>

CERTIFICATION OF CRIMINAL JUSTICE TRAINING SCHOOLS

11B-21

State Website: <https://www.flrules.org/gateway/ChapterHome.asp?Chapter=11B-21>

CERTIFICATION AND EMPLOYMENT OR APPOINTMENT

11B-27

State Website: <https://www.flrules.org/gateway/ChapterHome.asp?Chapter=11B-27>

STATE OFFICER CERTIFICATION EXAMINATION

11B-30

State Website: <https://www.flrules.org/gateway/ChapterHome.asp?Chapter=11B-30>

TRAINING PROGRAMS

11B-35

State Website: <https://www.flrules.org/gateway/ChapterHome.asp?Chapter=11B-35>

CJSTC FORMS ON FDLE WEBSITE

<http://www.fdle.state.fl.us/CJSTC/Publications/Forms.aspx>

Bureau of Administrative Code Website

<https://www.flrules.org/gateway/Division.asp?DivID=20>

Note: In March 2020, JAPC approved the removal of "cms" throughout specific areas of the rule text and CJSTC forms.

2		
3	Salary Incentive Program	Chapter 11B-14

4	RULE TITLES:	RULE NOS.:
5	1. Definitions.	<u>11B-14.001</u>
6	2. General Program Provisions.	<u>11B-14.002</u>
7	3. Authorized Salary Incentive Payments.	<u>11B-14.003</u>
8	4. Annual Salary Incentive Compensation Report.	<u>11B-14.005</u>

9 **11B-14.001 Definitions.** For the purpose of this rule chapter, the definitions of “employing agency,” “law
10 enforcement officer,” “correctional officer,” “correctional probation officer,” and “Commission,” pursuant to
11 Section 943.10, F.S., and the definitions of “community college degree or equivalent,” “bachelor’s degree,” and
12 “accredited college or university or community college,” pursuant to Section 943.22, F.S., shall be deemed
13 controlling. The definition of “law enforcement officer” also includes those elected officers who, pursuant to
14 Section 943.253, F.S., choose to participate in the Salary Incentive Program. In addition, for the purpose of this rule
15 chapter, the term “officer” is limited to include “law enforcement officer,” “correctional officer,” or “correctional
16 probation officer,” pursuant to Section 943.10(14), F.S. Further, in order to provide effectively for the
17 administration of the Salary Incentive Program, certain additional definitions are necessary, therefore, the following
18 words or phrases shall have these meanings:

19 (1) “Career Development Training Course” means a course in the Commission-approved Career Development
20 Training Program that consists of advanced or technical training related to promotion to a higher rank or position
21 pursuant to Section 943.17(1)(c), F.S.

22 (2) “Federal or Private Training” means a Commission-approved training program that enhances an officer’s
23 knowledge, skills, and abilities for the job performed and is approved by the Commission for salary incentive
24 payment. Commission-approved Federal or Private Training Programs are listed in subsection 11B-14.002(4),
25 F.A.C.

26 (3) “Advanced Training Course” means a course in the Commission-approved Advanced Training Program
27 that enhances an officer’s knowledge, skills, and abilities for the job performed, pursuant to Section 943.17(1)(c),
28 F.S.

29 (4) “Annual Salary Incentive Compensation Report” means “a computerized report prepared annually,” that
30 lists for each agency the name of its officers, date of employment, and correct monthly payments by the type of
31 salary incentive an officer is eligible to receive, and contains the required signature lines, pursuant to Section
32 943.22(2)(i), F.S.

33 (5) “Officer” means an individual who meets the statutory requirements pursuant to Section 943.13, F.S.

34 (6) “Educational Training” means an associate’s degree, equivalent, or bachelor’s degree pursuant to Sections
35 943.22(2)(b), (c), F.S.

36 (7) “ATMS” means the Commission’s Automated Training Management System.

37 (8) “Basic Recruit Training Program” means Commission-approved Basic Recruit Training Programs for law
38 enforcement, correctional, and correctional probation officers.

39 (9) For Commission-approved Basic Recruit and Advanced Training Program Courses, the terms “successfully
40 completed,” “successfully complete,” and “pass” are defined in subsection 11B-35.001(10), F.A.C., or for federal or
41 private training programs, a letter from the agency head attached to the Certificate of Completion that confers the
42 successful completion of a federal or private training program.

43 (10) “ATMS Global Profile Sheet” means a continuous record of criminal justice officer employment, salary
44 incentive, mandatory training, certifications, instructor topics, examination records, equivalency of training
45 exemption, and officer training generated from the Automated Training Management System.

46 *Specific Authority 943.03(4), 943.12(1), 943.22(2)(h) FS. Law Implemented 943.22 FS. History-New 8-19-72,*
47 *Repromulgated 1-5-75, Amended 1-13-81, 5-16-83, 9-1-83, 1-7-85, Formerly 11B-14.01, Amended 7-13-87,*
48 *9-3-87, 12-13-92, 1-2-97, 7-7-99, 11-5-02, 11-30-04, 3-13-13, 7-19-17, 8-15-18.*

Rule 11B-14.001	1	Effective 8-15-18
Salary Incentive Program: Definitions		

11B-14.002 General Program Provisions.

(1) Section 943.22, F.S., establishes the Salary Incentive Program requirements for continued professional development of a full-time officer who is eligible to receive maximum aggregate monthly salary incentive payments in the amount of \$130 for completion of Commission-approved Advanced and Career Development Training Program Courses, Federal or Private Training Programs, Educational Training, and Commission-approved Law Enforcement Basic Recruit Training Programs pursuant to Section 943.22 (2)(a), F.S.

(2) Career Development Training Program Course, as defined in subsection 11B-14.001(1), F.A.C., and Advanced Training Program Course, as defined in subsection 11B-14.001(3), F.A.C., that have been successfully completed, as defined in subsection 11B-14.001(9), F.A.C., by eligible officers, shall be verified by the training center director or designee, as defined in paragraph 11B-21.005(8)(a), F.A.C. To verify successful completion of a Commission-approved Advanced or Career Development Training Program Course and to authorize salary incentive payments, a Training Report, form CJSTC-67, revised August 14, 2025, effective 5/2026, hereby incorporated by reference, <https://ftrules.org/Gateway/reference.asp?No=Ref-19444>, shall be electronically transmitted to Commission staff through the Commission's ATMS. Form CJSTC-67 can be obtained at the following FDLE Internet address: <http://www.fdle.state.fl.us/CJSTC/Publications/Forms.aspx> or by contacting Commission staff at (850) 410-8615.

(3) Pursuant to Section 943.17, F.S., Commission staff shall award 40 hours of advanced training credit for each 40 hours of criminal justice executive or management training successfully completed and approved by the Commission. Eligible officers who request to receive salary incentive payments for programs listed in paragraphs (4)(a)-(v) below, shall submit to Commission staff a written request from the officer's agency administrator and submit a copy of the officer's Certificate of Completion that indicates the hours completed.

(4) The following Commission-approved federal or private training is recognized as training that enhances an officer's knowledge, skills, and abilities for the job performed. Individuals successfully completing federal or private training shall submit documentation to Commission staff for determination of course completion eligibility entitling the individual to receive salary incentive payments. However, the cost is not approved for expenditure from the Criminal Justice Standards and Training Trust Fund Officer Training Monies pursuant to subsection 11B-18.0053(3), F.A.C.:

	Federal or Private Training	Code	Hours
(a)	Federal Bureau of Investigation's National Academy	700	320
(b)	S.P.I. Administrative Officers' Course	701	320
(c)	National Institute of Corrections	702	320
(d)	Police Executive Institute	703	320
(e)	National Sheriff's Institute	704	320
(f)	Northwestern Traffic Institute	705	320
(g)	Federal Bureau of Prisons	706	320
(h)	IPTM Principles of Police Management	707	80
(i)	IPTM Police Traffic Management	708	80
(j)	IPTM Supervising a Selective Traffic Law Enforcement Program	709	40
(k)	IPTM Police Executive Development	710	40
(l)	IPTM Electronic Spreadsheet for the Police Manager	711	40
(m)	Federal Bureau of Investigation's National Executive Institute	712	80
(n)	Senior Management Institute for Police	713	80
(o)	S.P.I. Police Executive Development	714	80
(p)	N.I.C. Planning of New Institutions	715	40
(q)	N.I.C. ACM: Managing the Organization	716	80
(r)	N.I.C. Correctional Management	717	80
(s)	N.I.C. Training for Staff Trainers	718	40
(t)	N.I.C. Legal Issues for Institutional Personnel	719	40
(u)	FDLE Senior Leadership Program	720	320
(v)	S.P.I. Command Officer Development	721	400

Rule 11B-14.002

2

Effective 6-4-26

Salary Incentive Program:
General Program Provisions

(5) Training Salary Incentive Payments.

(a) Full-time officers are eligible to receive training salary incentive payment based on their date of certification, provided the officer notifies the agency of his or her eligibility to receive salary incentive payments. The date of eligibility for salary incentive payments shall be:

1. Determined by the date of "successful completion," defined in subsection 11B-14.001(9), F.A.C., of a Commission-approved training course indicated on the ATMS Global Profile Sheet or the date of certification, whichever date is later; or

2. Determined by the date indicated on a Commission-approved training Certificate(s) of Completion, or the date of certification, whichever is later; and.

3. No other date shall be used to calculate training salary incentive payments.

(b) The initial salary incentive payment paid to local officers shall be pro-rated or no payment paid for the initial month of eligibility. Salary incentive payments paid to officers employed by the State of Florida shall begin in the first full calendar month following the initial date of eligibility.

(c) An officer who has been previously employed by another agency shall be paid salary incentive payments beginning on the day the officer becomes employed by an agency.

(d) Salary incentive monies for Commission-approved Advanced Training Program Courses are transferable from one discipline to another.

(6) Educational Salary Incentive Payments.

(a) State Officers. Educational salary incentive payments shall not be paid to state officers whose class specifications require a minimum of a 4-year degree or higher, pursuant to Section 943.22(2)(e), F.S.

(b) The employing agency is responsible for ensuring that the documents submitted for educational salary incentive payments are authentic and accurately reflect the credit given for academic courses successfully completed by the officer, and shall submit or electronically transmit to Commission staff through the Commission's ATMS a completed Higher Education for Salary Incentive Report, form CJSTC-63, revised August 15, 2024, effective 3/2025, hereby incorporated by reference, <https://flrules.org/Gateway/reference.asp?No=Ref-17831>. Form CJSTC-63 can be obtained at the following FDLE Internet address: <http://www.fdle.state.fl.us/CJSTC/Publications/Forms.aspx>, or by contacting Commission staff at (850) 410-8615.

(c) Educational salary incentive payments shall begin on or after the date of notice of eligibility indicated on the transcript approval or the date of certification, whichever is later, pursuant to Section 943.22(2)(f), F.S., and no other date shall be used to calculate educational salary incentive payments.

(d) The employing agency shall obtain an official sealed transcript directly from the educational institution conferring the degree, or providing the academic credit for successful completion of courses. The employing agency shall not forward the transcript to Commission staff.

(7) Retroactive salary incentive payments are not authorized, pursuant to Section 943.22(2)(f), F.S.

(a) Retroactive salary incentive payments are not paid to an officer for any training courses completed prior to certification.

(b) Retroactive educational salary incentive payments are not paid to an officer prior to the officer providing notification of eligibility to the employing agency.

(8) Agency financial records shall be maintained to separately identify gross salary and salary incentive payments.

(9) The employing agency shall maintain all documents related to salary incentive eligibility and payments in the officer's file.

120 (10) Officer Suspension or leave of absence. When an officer is suspended without pay, or takes any leave of
 121 absence without pay, the salary incentive payment for the month in which the suspension or leave of absence occurs,
 122 shall be pro-rated by the number of days or hours paid within the pay period. Salary incentive payments for
 123 subsequent months shall be withheld. When the officer returns to employment, salary incentive payments shall
 124 resume and continue beginning on the date the officer returns to employment.

125 (11) Separating State and Local Officers. Salary incentive payments paid to separating state and local officers
 126 shall be pro-rated by the number of days or hours worked within the month of separation.

127 (12) Workers' compensation. An officer that is paid while on workers' compensation is entitled to salary
 128 incentive payments in the same proportion as a paid salary, pursuant to Section 943.22(2)(h), F.S.

129 (13) In the event a state agency is not making the required salary incentive payment to an eligible officer, the
 130 Commission shall notify the Executive Office of the Governor of the discrepancy and request that appropriate action
 131 be taken to ensure compliance, pursuant to Section 943.22(2)(j), F.S.

132 (14) Sheriffs eligible to qualify for special qualification salary, pursuant to Sections 943.253, F.S., and 145.071,
 133 F.S., are authorized to request salary incentive payment pursuant to Section 943.22(2)(d), F.S., and shall be entitled
 134 to salary incentive payment under the programs provided in subsection (3) of this rule section. However, any
 135 executive or management courses completed to satisfy the requirements of Section 145.071, F.S., regarding special
 136 qualification salary for sheriffs, shall not be credited for salary incentive payments. Documentation shall be
 137 provided to sheriffs, by Commission staff, that verifies the number of hours credited for salary incentive payments
 138 pursuant to Section 943.22(2)(d), F.S., and the number of hours credited toward continuing education pursuant to
 139 Section 145.071(2)(e), F.S.

140 (15) All forms referenced in this rule chapter may be obtained on the following web site:
 141 <http://www.fdle.state.fl.us/CJSTC/Publications/Forms.aspx> or by contacting the Florida Department of Law
 142 Enforcement, Criminal Justice Professionalism Program, Post Office Box 1489, Tallahassee, Florida 32302-1489,
 143 Attention: Bureau of Standards, Forms Liaison.

144 *Rulemaking Authority 943.03(4), 943.12(1), 943.22(2)(h) FS. Law Implemented 943.22 FS. History-- New 10-16-*
 145 *78, Amended 9-11-79, 1-13-81, 5-16-83, 1-7-85, Formerly 11B-14.02, Amended 7-13-87, 9-3-87, 5-23-88, 5-14-92,*
 146 *12-13-92, 1-2-97, 7-7-99, 8-22-00, 7-29-01, 11-5-02, 11-30-04, 3-27-06, 3-21-07, 6-9-08, 3-13-13, 7-29-15, 9-4-16,*
 147 *7-19-17, 5-20-21, 4-9-25, 6-4-26.*

148

149 **11B-14.003 Authorized Salary Incentive Payments.** Full-time law enforcement, correctional, and
150 correctional probation officers satisfying the certification requirements of Section 943.13, F.S., who are not
151 excluded from eligibility pursuant to Section 943.22(4), F.S., shall be eligible to participate in the Salary Incentive
152 Program.

153 (1) Pursuant to Section 943.22(2)(a), F.S., the sum of \$25 each month for basic salary incentive payments shall
154 be paid to a full-time law enforcement, or a concurrently certified officer who was initially certified and employed
155 as a law enforcement officer before July 1, 1980. Additionally, upon the reactivation of certification, an individual
156 eligible as specified in this subsection shall again be entitled to basic salary incentive payments. A correctional or
157 correctional probation officer shall not be entitled to basic salary incentive payments, regardless of their
158 employment or certification date.

159 (2) Pursuant to Section 943.22(2)(b) and (c), F.S., the maximum amount of educational salary incentive
160 payments an officer may receive shall be limited to \$80 each month for a bachelor or higher degree. Full-time
161 officers who possess an associate degree or equivalent, or a higher degree from an accredited post-secondary
162 institution, are eligible for educational salary incentive payments. However, state officers whose job class
163 specifications require a four-year degree are not eligible to receive educational salary incentive payment pursuant to
164 Section 943.22(2)(e), F.S. Pursuant to Section 943.22, F.S., the employing agency is responsible for verifying that
165 the accrediting association is recognized.

166 (3) Section 943.22(1)(c), F.S., defines an associate college degree or equivalent as "graduation from an
167 accredited community college or successful completion of 60 semester hours or 90 quarter hours and eligibility to
168 receive an associate degree." To qualify for educational salary incentive payment, a letter from the awarding
169 institution shall be submitted to the employing agency, defined in Section 943.10, F.S., stating that the hours
170 completed by the officer are equivalent to a two-year degree and would qualify the officer for a degree if the
171 institution had a two-year degree program.

172 (4) Pursuant to Section 943.22(2)(d), F.S., officers shall receive the sum of \$20 each month for each
173 successfully completed 80-hour unit of Commission-approved Advanced or Career Development Training, which
174 has been verified by the employing agency, defined in Section 943.10, F.S., through the Commission's ATMS.
175 Commission staff shall recognize, only once, the successful completion of any specific training course for salary
176 incentive payment. Officers who elect to use Commission-approved Advanced or Career Development Training
177 Courses as credit toward a two or four year degree, for which the officer would receive educational salary incentive
178 payment, shall not receive advanced or career development salary incentive payment for the same courses.
179 Agencies shall review the educational transcripts submitted for educational salary incentive to ensure there is no
180 duplication of payment.

181 (5) The maximum amount of salary incentive payments an officer is entitled to receive each month is based on
182 the completion of the following Commission-approved training:

Commission-approved Training	Maximum Salary Incentive Payment
(a) Basic Recruit Training for law enforcement officers initially certified and employed before July 1, 1980.	\$25.00
(b) Career Development Training Program Courses on or before June 30, 1985 Advanced Training Program Courses on or after July 1, 1985 Federal or Private Training.	\$120 maximum
(c) Educational Training, if applicable	\$30 for a two-year degree \$80 for a four-year degree
(d) Combination of Training and Education	\$130 maximum

183 *Rulemaking Authority 943.03(4), 943.12(1), 943.22(2)(h) FS. Law Implemented 943.22 FS. History--New 9-11-79,*
184 *Amended 1-13-81, 5-16-83, 9-1-83, 4-26-84, 1-7-85, Formerly 11B-14.03, Amended 7-13-87, 1-2-97, 7-7-99, 8-22-*
185 *00, 11-5-02, 11-30-04, 3-21-07, 3-13-13, 5-5-20.*

186

Rule 11B-14.003

5

Effective 5-5-20

Salary Incentive Program:

Authorized Salary Incentive Payments

11B-14.005 Annual Salary Incentive Compensation Report.

(1) Employing agencies, defined in Section 943.10(4), F.S., shall be responsible for the correct salary incentive payments to full-time officers pursuant to Section 943.22(2)(j), F.S., and shall annually submit to the Commission a Salary Incentive Compensation Report that contains information relative to compensation of full-time officers pursuant to Section 943.22(2)(I), F.S.

(2) Salary incentive courses successfully completed by an officer are reported on the Annual Salary Incentive Compensation Report and are denoted by a code that corresponds with the course code reported by a Commission-certified training school, defined in Section 943.10(16), F.S., or a code that corresponds with federal or private training.

(3)(a) The active Commission-approved Advanced Training Program Courses approved for salary incentive payments are listed on the Active CJSTC Curricula web page at <http://www.fdle.state.fl.us/CJSTC/Curriculum/Active-Courses.aspx>.

(b) The following inactive Advanced Training Program Courses were eligible for salary incentive payments for the dates as indicated:

	Course Title	Course Code	Course Hours	Inactive
1.	Refresher	003	40	11/1/79
2.	Intermediate	004	80	11/1/79
3.	Advanced	005	40	11/1/79
4.	Middle Management	007	40	10/1/06
5.	Executive Development: Base	008	40	10/1/85
6.	The Nature of Management Responsibilities	009	40	7/1/88
7.	Developing a Philosophy of Management	010	40	7/1/88
8.	Instructor Techniques, effective 10/1/79	015	40	10/1/85
9.	Crime Scene Procedure	017	40	7/1/88
10.	General Criminal Investigation Techniques	018	40	7/1/88
11.	Criminal Law	019	40	9/4/16
12.	Officer Skills Improvement and Stress Reduction	028	40	7/1/88
13.	Police Officer Procedures and Techniques	029	40	7/1/88
14.	Introduction to Police Operations and Leadership	030	40	7/1/88
15.	Crime Scene Photography, effective 7/1/85	031	40	7/1/88
16.	Sex Crimes Investigations	033	40	9/4/16
17.	Crimes Against Property	034	40	7/1/88
18.	Confidential Informants and Other Source of Information	035	40	7/1/88
19.	Crime Prevention	037	40	7/1/88
20.	Traffic Accident Investigation	038	40	7/1/88
21.	Traffic Homicide Investigation	039	40	7/1/98
22.	Surveillance Techniques	040	40	7/1/88
23.	Environmental Law Enforcement and Investigation	041	40	10/1/85
24.	Marine Enforcement and Investigation	042	40	7/1/88
25.	Economic Crimes - An Overview	043	40	7/1/88
26.	Economic Crimes - Crime Scheme Identification	044	40	10/1/85
27.	Economic Crimes - Frauds and Schemes	045	40	7/1/88
28.	Economic Crimes - Tangible Property Frauds and Schemes	046	40	10/24/86
29.	Crimes Against Persons	048	40	7/1/88
30.	Tactical Police Driving	049	40	7/1/88
31.	Field Training Officer	051	40	7/1/02
32.	Crime and the Elderly	052	40	7/1/88
33.	Organized Crime	054	40	9/4/16
34.	Radar Speed Measurement Training Course for Law Enforcement Officers	055	40	12/31/06
35.	Supervision of the Youthful Offender	058	40	9/4/16

Rule 11B-14.005

6

Effective 8-15-18

Salary Incentive Program:

Annual Salary Incentive Compensation Report

36.	Correctional Operations	059	40	7/1/88
37.	Counseling and Communication Skills Program	060	40	7/1/88
38.	Supervisory Training - See Course 006	061	40	10/1/85
39.	Management Training - See Course 007	062	40	10/1/85
40.	Crisis Management Training - See Course 053	063	40	10/1/85
41.	Stress Awareness and Resolution - See Course 050	064	40	10/1/85
42.	Self Defense and Use of Force	065	40	7/1/88
43.	First Responder to Medical Emergencies	066	40	7/1/91
44.	Firearms Qualification	067	40	9/30/83
45.	Residential Security	069	40	7/1/88
46.	Commercial Security	070	40	7/1/88
47.	Developing and Managing Crime Prevention Programs	071	40	7/1/88
48.	Firefighting for Correctional Officers	072	40	9/4/16
49.	Community and Human Relations	073	40	9/4/16
50.	Community Relations	075	40	10/24/86
51.	Health Training	076	40	10/1/85
52.	Proficiency Skills Enhancement, effective 4/25/85	078	40	7/1/88
53.	Prevention of Delinquency and Juvenile Victimization, effective 4/25/85	079	40	7/1/88
54.	Computers and Technology in Criminal Justice	080	40	9/4/16
55.	Instructor Techniques, effective 7/1/85	081	80	7/1/88
56.	Foreign Language Skills, effective 7/25/85	082	80	7/1/88
57.	Advanced Neighborhood Watch, effective 7/25/85	083	40	7/1/88
58.	Models for Management	084	40	7/1/87
59.	Background Investigations	086	40	7/1/88
60.	Investment in Excellence, effective 3/17/86	089	40	7/1/88
61.	Fingerprints Science, effective 10/24/86	092	120	7/1/88
62.	Laser Speed Measurement Operators Course for Law Enforcement Officers	095	40	12/31/06
63.	Learning To Supervise, effective 4/25/85	200	40	7/1/88
64.	Learning To Manage, effective 4/25/85	201	40	7/1/88
65.	Computer Crimes Investigations	1153	40	9/4/16
66.	Financial Fraud Investigations	1154	40	9/4/16
67.	Managing and Communicating With Inmates and Offenders	1161	40	9/4/16
68.	Inmate Manipulation	1164	60	9/4/16
69.	Investigating Crimes Against Children	1187	40	9/4/16
70.	Field Training Officer Course for Correctional Probation Officers	1188	40	9/4/16

203 Rulemaking Authority 943.03(4), 943.12(1), 943.22(2)(i) FS. Law Implemented 943.22 FS. History--New 11-5-02.
204 Amended 11-30-04, 6-9-08, 3-13-13, 8-15-18.

Rule 11B-14.005

7

Effective 8-15-18

Salary Incentive Program:

Annual Salary Incentive Compensation Report

205	Criminal Justice Standards and Training Trust Fund	Chapter 11B-18
206	RULE TITLES:	RULE NOS.:
207	1. Operational Definitions.	<u>11B-18.003</u>
208	2. Regional Training Areas.	<u>11B-18.004</u>
209	3. Establishment of Regional Training Councils.	<u>11B-18.005</u>
210	4. Regional Training Council Meetings.	<u>11B-18.0051</u>
211	5. Development of Budgets.	<u>11B-18.0052</u>
212	6. Officer Training Monies Budget and Expenditure Categories.	<u>11B-18.0053</u>
213	7. Development of Officer Training Monies Budgets and Required Reports.	<u>11B-18.0071</u>
214	8. Areas of Responsibility.	<u>11B-18.008</u>
215	9. Applicability, Contractual Obligations.	<u>11B-18.009</u>
216	10. Criminal Justice Standards and Training Commission Fiscal Program Audits	<u>11B-18.010</u>
217	and Instruction and Facility Evaluations.	
218	11B-18.003 Operational Definitions. For the purpose of this rule chapter, the definitions of “Auxiliary Law	
219	Enforcement Officer,” “Auxiliary Correctional Officer,” “Auxiliary Correctional Probation Officer,” “Commission,”	
220	“Correctional Officer,” “Correctional Probation Officer,” “Criminal Justice Training School,” “Commission staff,”	
221	“Program,” “Employing Agency,” “Law Enforcement Officer,” “Officer,” “Part-time Law Enforcement Officer,”	
222	“Part-time Correctional Officer,” “Part-time Correctional Probation Officer,” “Private Criminal Justice Training	
223	School,” “Public Criminal Justice Training School,” “Support Personnel,” and “Training Center Director,” pursuant	
224	to Section 943.10, F.S., shall apply. The operational definitions are as follows:	
225	(1) “Advanced Training Program” means Commission-approved courses that are limited to training that	
226	enhances an officer’s knowledge, skills, and abilities for the job an officer performs pursuant to paragraph Section	
227	943.17(1)(b), F.S.	
228	(2) “Budget Amendment” means a transfer of funds from one budget category to another budget category	
229	within an approved regional training budget.	
230	(3) “Budget Cycle” means the process and procedure for the development, preparation, review, approval,	
231	implementation, or execution of a regional training budget, and is identified with a fiscal year beginning July 1, and	
232	ending June 30 of the following calendar year.	
233	(4) “Regional Training Council” means a Local Regional Training Council or a State Regional Training	
234	Council established in this rule chapter pursuant to Section 943.25(4), F.S.	
235	(5) “Criminal Justice Standards and Training Trust Fund” means “Officer Training Monies” appropriated by	
236	the Legislature to provide Commission-approved Advanced and Specialized Training Program Courses for law	
237	enforcement, correctional, and correctional probation officers pursuant to Section 943.25(2), F.S.	
238	(6) “Department” means the Florida Department of Law Enforcement pursuant to Section 943.02(1), F.S.	
239	(7) “Distribution Formula” means the Commission-approved distribution formula established in this rule	
240	chapter used to calculate the distribution of Officer Training Monies to the training regions pursuant to Section	
241	943.25(4)(b), F.S.	
242	(8) “Encumbered Funds” means Officer Training Monies that have been obligated during a given fiscal year by	
243	proper execution of a purchase order or other formal agreement that is enforceable as a contract for disbursement of	
244	those funds.	
245	(9) “Fiscal Year” means July 1 of one year through June 30 of the next year.	
246	(10) “Local Regional Training Council” means a Regional Training Council established pursuant to Section	
247	943.25(4), F.S., and is composed of representatives of Commission-certified training schools, and local law	
248	enforcement and local correctional agencies within a region.	

Rule 11B-18.003

8

Effective 3-13-13

Criminal Justice Standards and Training Trust Fund:
Operational Definitions

249 (11) "Operating Budget" means an approved regional budget that includes proposed expenditures for a given
 250 fiscal year in the categories of administrative expenditures, training costs, and operating capital outlay.

251 (12) "Personal Property" means all things other than real property that are subject to ownership.

252 (13) "Programmatic Change" means any change made within a budget category.

253 (14) "Real Property" means land, and generally whatever is erected or growing upon or affixed to the land.

254 (15) "Reciprocal Payment" means reimbursement to a region for the expense of training a trainee from another
 255 region pursuant to Section 943.25(5)(a), F.S.

256 (16) "Fiscal Agent" means the person(s) appointed or approved by a training center director(s) or Regional
 257 Training Council, who is responsible for providing fiscal assistance and expertise to the Regional Training
 258 Council(s) and school(s). The fiscal agent is responsible for the records, accountings, and other materials or
 259 information regarding expenditures from Officer Training Monies.

260 (17) "Specialized Training Program Courses," defined in Rule 11B-35.007, F.A.C., are Commission-approved
 261 courses delivered through a Commission-certified training school, that demonstrate job relevance, instructional
 262 quality, and training needed at the local level.

263 (18) "State Regional Training Councils" means the two training councils, one of which is comprised of
 264 representatives from state law enforcement agencies, and the other from the Florida Department of Corrections.

265 (19) "Year End Fiscal Report" means the report prepared at the close of the budget cycle, which is used to
 266 advise Commission staff and the Commission of all expended, encumbered, and unexpended Officer Training
 267 Monies within the operating budget.

268 (20) "Expenditure Formula" means the formula established by the Commission specifying the expenditure of a
 269 training region's budget.

270 (21) "Emergency Budget Amendment" means a transfer of Officer Training Monies from one budget category
 271 to another budget category, which requires a revision to the expenditure formula.

272 (22) "Advanced Training Course" on or after July 1, 1985, means a Commission-approved Advanced Training
 273 Program Course that enhances an officer's knowledge, skills, and abilities for the job performed, pursuant to Section
 274 943.17(1)(b), F.S., and for the purpose of this rule chapter, means Commission-approved Training Program Courses.

275 (23) "Commission-certified training school" means a training school pursuant to Section 943.10(16), F.S.

276 (24) "Training funded with Officer Training Monies" means Commission-approved Advanced and Specialized
 277 Training Program Courses funded in whole or in part with Officer Training Monies.

278 (25) "Student fees funded with Officer Training Monies" means payment for tuition, lab fees, and other related
 279 fees, for Commission-approved Advanced and Specialized Training Program Courses that have been approved by an
 280 accredited college or school district, as defined in Section 943.22, F.S.

281 *Rulemaking Authority 943.03(4), 943.12(1), (2) FS. Law Implemented 943.12(5), 943.25(3) FS. (Supp. 1998).*
 282 *History—New 1-13-81, Amended 7-28-82, 1-26-83, 1-7-85, 1-28-86, Formerly 11B-18.03, Amended 7-13-87, 5-23-*
 283 *88, 12-13-92, 1-2-97, 7-7-99, 8-22-00, 11-5-02, 11-30-04, 3-13-13.*

284 **11B-18.004 Regional Training Areas.** For the purposes of Officer Training Monies activities, sixteen regional
285 training areas comprised of the criminal justice agencies and Commission-certified training schools located within
286 each regional training area are established. The names of the Commission-certified training schools can be obtained
287 at the following FDLE Internet address: [http://www.fdle.state.fl.us/CJSTC/Training-Resources/Training-](http://www.fdle.state.fl.us/CJSTC/Training-Resources/Training-Centers.aspx)
288 [Centers.aspx](http://www.fdle.state.fl.us/CJSTC/Training-Resources/Training-Centers.aspx) or by contacting Commission staff at (850)410-8615. The following sixteen regional training areas are
289 established:

290 (1) Region I. Criminal justice agencies and Commission-certified training schools within Escambia, Santa Rosa,
291 Okaloosa, and Walton counties, and the State Attorney's Office for the First Judicial Circuit.

292 (2) Region II. Criminal justice agencies and Commission-certified training schools within Holmes, Washington,
293 Bay, Jackson, Calhoun, and Gulf counties, and the State Attorney's Office for the Fourteenth Judicial Circuit.

294 (3) Region III. Criminal justice agencies and Commission-certified training schools within Gadsden, Liberty,
295 Franklin, Leon, Wakulla, and Jefferson counties, and the State Attorney's Office for the Second Judicial Circuit.

296 (4) Region IV. Criminal justice agencies and Commission-certified training schools within Madison, Taylor,
297 Hamilton, Suwannee, Lafayette, Dixie, Columbia, Gilchrist, Baker, Union, Bradford, and Alachua counties, and the
298 State Attorney's Office for the Third and Eighth Judicial Circuits.

299 (5) Region V. Criminal justice agencies and Commission-certified training schools within Nassau, Duval, Clay,
300 Putnam, and St. Johns counties, and the State Attorney's Office for the Fourth Judicial Circuit.

301 (6) Region VI. Criminal justice agencies and Commission-certified training schools within Levy, Citrus,
302 Hernando, Marion, and Sumter counties, and the State Attorney's Office for the Fifth Judicial Circuit.

303 (7) Region VII. Criminal justice agencies and Commission-certified training schools within Lake, Volusia,
304 Seminole, Orange, Osceola, Brevard, and Flagler counties, and the State Attorney's Office for the Seventh, Ninth,
305 and Eighteenth Judicial Circuits.

306 (8) Region VIII. Criminal justice agencies and Commission-certified training schools within Polk, Hardee,
307 DeSoto, and Highlands counties, and the State Attorney's Office for the Tenth Judicial Circuit.

308 (9) Region IX. Criminal justice agencies and Commission-certified training schools within Pasco, Pinellas,
309 Hillsborough, and Manatee counties, and the State Attorney's Office for the Sixth and Thirteenth Judicial Circuits.

310 (10) Region X. Criminal justice agencies and Commission-certified training schools within Charlotte, Lee,
311 Sarasota, Collier, Glades, and Hendry counties, and the State Attorney's Office for the Twelfth and Twentieth
312 Judicial Circuits.

313 (11) Region XI. Criminal justice agencies and Commission-certified training schools within Indian River,
314 Okeechobee, St. Lucie and Martin counties, and the State Attorney's Office for the Nineteenth Judicial Circuit.

315 (12) Region XII. Criminal justice agencies and Commission-certified training schools within Palm Beach
316 County and the State Attorney's Office for the Fifteenth Judicial Circuit.

317 (13) Region XIII. Criminal justice agencies and Commission-certified training schools within Broward County
318 and the State Attorney's Office for the Seventeenth Judicial Circuit.

319 (14) Region XIV. Criminal justice agencies and Commission-certified training schools within Monroe and
320 Miami-Dade counties and the State Attorney's Office for the Eleventh and Sixteenth Judicial Circuits.

321 (15) Region XV. All state law enforcement agencies and units, and Commission-certified training schools
322 affiliated with the state law enforcement agencies, excluding the State Attorney's Offices, Florida Department of
323 Corrections, Board of Regents, and the University Police Agencies.

324 (16) Region XVI. Florida Department of Corrections and the Commission-certified training school affiliated
325 with the Florida Department of Corrections.

326 *Rulemaking Authority 943.03(4), 943.12(1), (2) FS. Law Implemented 943.25(4) FS. (Supp. 1998). History— New*
327 *1-13-81, Amended 7-28-82, 1-7-85, Formerly 11B-18.04, Amended 7-13-87, 1-2-97, 7-7-99, 8-22-00, 11-5-02, 11-*
328 *30-04, 3-27-06, 3-21-07, 9-28-09, 6-3-10, 3-13-13, 5-29-14, 7-29-15, 9-4-16.*

11B-18.005 Establishment of Regional Training Councils.

(1) A Regional Training Council is hereby established in each of the regional training areas described in Rule 11B-18.004, F.A.C. The purpose of each Regional Training Council shall be to act as an extension of the Criminal Justice Standards and Training Commission in planning, programming, and budgeting of Officer Training Monies and to advise and assist the Commission in developing a plan for assessing regional training and Commission-certified training school needs pursuant to Section 943.25(4), F.S.

(2) State Regional Training Councils XV and XVI shall have the same functions as the Local Regional Training Councils.

(3) The State Regional Law Enforcement Officer Training Council XV shall be comprised of one representative from each of the state law enforcement agencies and units, and Commission-certified training schools affiliated with the state law enforcement agencies, excluding the State Attorney's Offices, Florida Department of Corrections, Board of Regents, and the University Police Agencies.

(4) The State Regional Correctional Officer Training Council shall be comprised of not less than seven representatives and are appointed by the Secretary of the Department of Corrections.

(5) Each Local Regional Training Council shall be comprised of the following:

(a) Not more than twelve members, of which not more than six shall be law enforcement officers;

(b) Not less than two correctional officers and one individual who is in charge of a public county correctional institution within the region; and

(c) Not more than three members representing Commission-certified training schools. Members representing Commission-certified training schools shall be training center directors.

(d) A single Commission-certified training school, correctional agency, or law enforcement agency shall not have more than two voting members.

(e) At least one of the six law enforcement officers shall be a sheriff; and

(f) At least one of the six law enforcement officers shall be a police chief.

(g) The training center directors of Commission-certified training schools in the region shall elect representatives from their members.

(6) Each agency or Commission-certified training school providing a representative to the State Regional Training Councils or the Local Regional Training Councils, shall designate an alternate representative from the same agency or Commission-certified training school. The alternate shall assume all responsibilities of the primary representative upon notice. The representative's appointment shall not continue after the representative ceases to be employed by the agency represented. The Regional Training Council shall approve appointments of replacement representatives.

(7) Service on a Regional Training Council shall not constitute employment by a state agency or entitle a member to any special compensation, benefits, or privileges. The Commission shall authorize travel costs and per diem, through budget approval, pursuant to Section 112.061, F.S., for chairpersons, fiscal agents, and training center directors who are members of a Regional Training Council, or others authorized pursuant to Section 943.25(4)(e), F.S., and paragraph 11B-18.0053(2)(a), F.A.C., to attend Officer Training Monies workshops.

Rulemaking Authority 943.03(4), 943.12(1), (2) FS. Law Implemented 943.25(4) FS. History—New 1-13-81, Amended 7-28-82, 1-7-85, (7), (8) Transferred to 11B-18.051, Formerly 11B-18.05, Amended 7-13-87, 5-23-88, 10-17-90, 12-13-92, 1-2-97, 7-7-99, 8-22-00, 11-5-02, 11-30-04, 3-21-07, 3-13-13, 5-20-21.

370 **11B-18.0051 Regional Training Council Meetings.**

371 (1) Each of the Regional Training Councils established pursuant to Rule 11B-18.005, F.A.C., and Section
372 943.25(4), F.S., shall elect a chairperson and other officers needed, and shall hold at least two meetings each fiscal
373 year to develop and approve the regional Officer Training Monies budgets, and may hold other meetings to consider
374 other items pertaining to law enforcement, correctional, or correctional probation officer training. A majority of
375 Regional Training Council members shall be in attendance to constitute a quorum.

376 (2) Three members or the chairperson of a Regional Training Council may request a meeting.

377 (3) For the purpose of developing and approving regional Officer Training Monies budgets, a quorum of a
378 Regional Training Council's members shall meet, and a majority vote of those members in attendance is required to
379 reach a decision.

380 (4) Each of the Regional Training Councils created pursuant to Rule 11B-18.005, F.A.C., and Section
381 943.25(4), F.S., shall adopt rules of parliamentary procedure, and the minutes of each meeting shall be recorded and
382 submitted to Commission staff for review.

383 *Rulemaking Authority 943.03(4), 943.12(1), (2), 943.25(4) FS. Law Implemented 943.25(4) FS. (Supp. 1998).*
384 *History—New 1-7-85, (1), (4), Formerly 11B-18.05(8), (7), Formerly 11B-18.051, Amended 7-13-87, 1-2-97, 7-7-99,*
385 *11-5-02.*

386 **11B-18.0052 Development of Budgets.**

387 (1) Officer Training Monies collected pursuant to Section 943.25, F.S., and appropriated by the Legislature to
388 implement Commission-approved training programs and Commission-certified training school enhancements, are
389 public funds and are subject to the State Legislative Budget and Appropriation processes. By July 1 of each year,
390 the training regions shall be notified of the projected allocation of Officer Training Monies and the proposed
391 distribution of this allocation to each training region, as determined by the Officer Training Monies statewide
392 distribution formula pursuant to subsection 11B-18.003(7), F.A.C.

393 (2) The following formulas are used to calculate the statewide distribution of Officer Training Monies to
394 regions:

395 (a) To determine per capita allocation:

396 $T/N = P$; where:

397 T = total Officer Training Monies available for distribution

398 N = total full-time officer population prior to July 1

399 P = per capita allocation

400 (b) To determine the regional allocation:

401 $P \times N = R$; where:

402 P = per capita allocation

403 N = full-time officer population in a region prior to July 1

404 R = region allocation

405 (3) All forms referenced in this rule may be obtained on the following web site:
406 <http://www.fdle.state.fl.us/CJSTC/Publications/Forms.aspx> or by contacting the Florida Department of Law
407 Enforcement, Criminal Justice Professionalism Program, Post Office Box 1489, Tallahassee, Florida 32302-1489,
408 Attention: Bureau of Standards, Forms Liaison.

409 *Rulemaking Authority 943.03(4), 943.12(1), (2), 943.25(4)(b) FS. Law Implemented 943.25(4)(b) FS. History—New*
410 *1-13-81, Amended 7-28-82, 1-26-83, 1-7-85, Formerly 11B-18.052(2)(a), (b), Amended 1-28-86, 7-13-87, 10-17-90,*
411 *12-13-92, 1-2-97, 7-7-99, 8-22-00, 11-5-02, 11-30-04, 3-21-07.*

11B-18.0053 Officer Training Monies Budget and Expenditure Categories.

(1) A distribution formula has been established by the Criminal Justice Standards and Training Commission to provide guidance to training regions regarding the expenditure of Officer Training Monies in the regions. Any deviations by a region from the distribution formula shall be approved by the Commission. The distribution formula is:

- (a) Category I - Administrative Expenses - 5%
- (b) Category II - Training Expenses – 80%
- (c) Category III - Operating Capital Outlay - 15%

(2) Category I, Administrative Expenses. Administrative Expenses shall be reasonable and an accounting of all expenditures shall be maintained.

(a) Each region shall not budget more than 5% of the total regional allocation for Administrative Expenses, notwithstanding the following exceptions for additional Officer Training Monies budgeted that exceed the 5% limitation:

1. Support of travel of Regional Training Council Chairpersons, fiscal agents, and training center directors or their designee, to Officer Training Monies workshops conducted by Commission staff. Travel pursuant to this section shall comply with the travel guidelines maintained by the Criminal Justice Professionalism Division, (Travel Guidelines, revised March, 2020), hereby incorporated by reference, <http://www.flrules.org/Gateway/reference.asp?No=Ref-11997>. For a copy of the travel guidelines, contact the Florida Department of Law Enforcement, Criminal Justice Professionalism Division, Post Office Box 1489, Tallahassee, Florida 32302-1489, Attention: Bureau of Policy and Special Programs; and

2. Support of travel for training center directors or designees to attend Criminal Justice Standards and Training Commission quarterly meetings. Travel pursuant to this section shall comply with the travel guidelines maintained by the Criminal Justice Professionalism Division, (Travel Guidelines, revised March, 2020), <http://www.flrules.org/Gateway/reference.asp?No=Ref-11997>. For a copy of the travel guidelines, contact the Florida Department of Law Enforcement, Criminal Justice Professionalism Division, Post Office Box 1489, Tallahassee, Florida 32302-1489, Attention: Bureau of Policy and Special Programs.

(b) Administrative expenses are divided into two categories:

1. Personal Services. Personal Services are expenses incurred by a Commission-certified training school for full or part-time training school staff, who directly support the administration of Officer Training Monies. Charges shall be proportionate to the individual's time spent in direct support of officer training.

2. Miscellaneous Expenses. Miscellaneous Expenses are administrative expenditures, expended from Officer Training Monies by Commission-certified training schools that are incurred in direct support of officer training. Examples include office supplies, notices in the Florida Administrative Register publications, and postage.

(c) Officer Training Monies shall not be expended for recurring costs incurred by the training school. Examples include liability insurance, utilities, and office furniture.

(3) Category II, Training Expenses. Each region shall not budget less than 80% of the total regional allocation of Officer Training Monies for the purpose of delivering regional Commission-approved Advanced and Specialized Training Program Courses.

(a) Criminal justice officers and support personnel, pursuant to Section 943.10, F.S., are authorized to expend Officer Training Monies to attend Advanced and Specialized Training Program Courses delivered through a Commission-certified training school, provided the support personnel does not displace a certified officer. The Criminal Justice Standards and Training Commission has further authorized the following personnel to attend courses funded with Officer Training Monies on a space available basis, provided the personnel does not displace a Florida certified officer:

- 1. A sworn federal officer.
- 2. Medical examiners personnel with prior written approval from the Regional Training Council.
- 3. Full-time staff and part-time instructional coordinators employed by a Commission-certified training school.

Rule 11B-18.0053

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Effective 4-9-25

Criminal Justice Standards and Training Trust Fund:

Officer Training Monies Budget and

Expenditure Categories

460 4. Members of consolidated dispatch agencies that provide direct support to local or state law enforcement
461 agencies.

462 (b) Officer Training Monies, pursuant to subsection 11B-18.003(24) or (25), F.A.C., shall be expended for
463 Commission-approved Advanced and Specialized Training Program Courses set forth in Rules 11B-35.006 and
464 11B-35.007, F.A.C., and shall not be used for reoccurring expenses incurred by a Commission-certified training
465 school.

466 (c) Each training region shall offer Commission-approved Advanced and Specialized Training Program
467 Courses funded with Officer Training Monies, to officers within its respective region, prior to accepting officers or
468 support personnel from other regions.

469 (d) Criminal justice officers and support personnel located in one region may attend training in a different
470 region. Each region shall make provisions in its operating budget for the reciprocal payment of training provided to
471 officers, pursuant to Section 943.25(5), F.S., and support personnel, defined in Section 943.10(11), F.S., who attend
472 training programs offered in other training regions. Reciprocal payment shall be limited to Commission Category II
473 training costs and each training region's fiscal agent shall be held accountable for receipt and disbursement of the
474 region's reciprocal funds. Such costs shall be administered and paid by the fiscal agent charged with the
475 responsibility for the reciprocal payment of training.

476 (e) If Commission-approved Advanced and Specialized Training Program Courses are funded with Officer
477 Training Monies, the training and room or board costs may not be assessed against the officer, support personnel, or
478 their employing agency, pursuant to Section 943.25(5), F.S., however, the employing agency is responsible for
479 travel incurred to and from training. If an officer, defined in Section 943.10(2), F.S., is employed with a private
480 entity contracted with the state or county, or if an officer is not employed or appointed by an employing agency of
481 Florida, the officer may attend a course funded with Officer Training Monies, provided the officer pays for all
482 training costs associated with course attendance, pursuant to Sections 943.25(5)(b), 944.105(7), or 944.714(2), F.S.
483 Reimbursement of these costs, excluding out-of-state tuition, shall be deposited in the Commission-certified training
484 school's Officer Training Monies account.

485 (4) Category III, Operating Capital Outlay Expenses. Each region shall not budget more than 15% of the total
486 regional allocation to purchase items that are non-consumable and non-expendable. Category III Operating Capital
487 Outlay Expenses fall into the following categories:

488 (a) "Expense" Operating Capital Outlay. Expense operating capital outlay purchases that cost less than \$500
489 with a life expectancy of one year or more, shall be limited to items purchased that are required for delivery of
490 Commission-approved Advanced and Specialized Training Program Courses. Officer Training Monies shall not be
491 used for training school expenditures used to fulfill the certification and recertification requirements of Rule
492 11B-21.005, F.A.C.

493 (b) "Standard" Operating Capital Outlay. Standard operating capital outlay purchases include items with a cost
494 of \$500 or more with a life expectancy of one year or more.

495 (c) Operating Capital Outlay property purchased for use other than for the direct support of Commission-
496 approved Advanced Training Program Courses pursuant to Rule 11B-35.006, F.A.C., and Specialized Training
497 Program Courses pursuant to Rule 11B-35.007, F.A.C., are not appropriate purchases.

498 (d) Operating Capital Outlay property received from a vendor as a purchasing incentive, using Officer Training
499 Monies, shall be reported on an Officer Training Monies Semi-Annual Expenditure Report, form CJSTC-300, revised
500 February 7, 2002, hereby incorporated by reference. Form CJSTC-300 can be obtained at the following
501 FDLE Internet address: <http://www.fdle.state.fl.us/CJSTC/Publications/Forms.aspx>, or by contacting Commission
502 staff at (850)410-8615.

503 (e) Operating Capital Outlay Property shall not be disposed of or transferred without prior notification to and
504 approval by Commission staff. An Operating Capital Outlay Property Disposal Request, form CJSTC-311, revised
505 November 5, 2015, effective 9/2016, hereby incorporated by reference
506 <http://www.flrules.org/Gateway/reference.asp?No=Ref-07391>, shall be completed and submitted to Commission
507 staff when disposing or transferring Operating Capital Outlay Property. Form CJSTC-311 can be obtained at the
508 following FDLE Internet address: <http://www.fdle.state.fl.us/CJSTC/Publications/Forms.aspx>, or by contacting
509 Commission staff at (850)410-8615.

510 1. Usable Operating Capital Outlay Property. Usable property shall be offered to other Commission-certified
511 training schools in Florida prior to selling or disposing of the property. The usable property shall be offered to
512 criminal justice agencies in Florida if a training school does not claim the property. To transfer Operating Capital
513 Outlay Property from one training school to another, the transferring training school shall forward to Commission
514 staff a completed form CJSTC-311, which shall be signed by the training center director.

515 2. Obsolete or Unusable Operating Capital Outlay Property. A Commission-certified training school shall
516 notify Commission staff on form CJSTC-311, to request disposal of obsolete property. A written verification of the
517 condition of the property shall be included. Commission staff shall physically view the property and approve the
518 written verification of the condition of the property prior to disposal or trading of the property. Obsolete property
519 may be traded for credit on the purchase of new property. Money received from the disposal of property purchased
520 with Officer Training Monies shall be returned to Commission staff for deposit into the Criminal Justice Standards
521 and Training Trust Fund.

522 3. Stolen Operating Capital Outlay Property. Notification of stolen property purchased with Officer Training
523 Monies shall include a copy of a police report indicating that the circumstances surrounding the theft were beyond
524 the control of the Commission-certified training school. Should property purchased with Officer Training Monies
525 become lost or stolen through negligence, the training school shall replace the property with the training school's
526 funds.

527 (f) Audit of Operating Capital Outlay Property. Operating Capital Outlay Property purchased by a
528 Commission-certified training school, using Officer Training Monies, shall be made available to Commission staff
529 and inventoried during the audit for the fiscal year the property was purchased.

530 1. A training school shall conduct annual audits of property purchased with Officer Training Monies to
531 include the inventory item, date purchased, property serial number if appropriate, and property number.

532 2. Commission staff is authorized to conduct spot inventories, on demand, of items purchased with Officer
533 Training Monies.

534 3. After the year of purchase, items purchased with a value of \$500 or more, and \$100 or more for hardbound
535 books, shall be inventoried on an annual basis.

536 4. Weapons shall be inventoried each year regardless of the purchase price.

537 5. Training schools shall have written procedures on file for the security of all property purchased with
538 Officer Training Monies. Such procedures shall include check-in and check-out procedures and the names of
539 personnel that have access to the property.

540 *Rulemaking Authority 943.03(4), 943.12(1), (2), 943.25(2), (4), (5) FS. Law Implemented 943.25 FS. History-New*
541 *11-5-02. Amended 11-30-04, 6-3-10, 3-13-13, 9-4-16, 6-9-20, 8-30-23, 4-9-25.*

11B-18.0071 Development of Officer Training Monies Budgets and Required Reports.

(1) Operating Budget. No later than February 1 of each year, the Officer Training Monies Operating Budget, form CJSTC-310, revised February 7, 2002, hereby incorporated by reference, shall be submitted to Commission staff by each Regional Training Council and shall reflect the region's proposed operating budget for the upcoming fiscal year, beginning July 1 and ending June 30 of the next year, based on the Officer Training Monies available and projected for the region pursuant to subsection 11B-18.0052(1), F.A.C. Form CJSTC-310 can be obtained at the following FDLE Internet address: <http://www.fdle.state.fl.us/CJSTC/Publications/Forms.aspx>, or by contacting Commission staff at (850) 410-8615. The region shall also include a request to expend the previous year's accrued interest pursuant to subsection (5) of this rule section. Each Regional Training Council is responsible for including in its approved budget, the Criminal Justice Standards and Training Commission's priority budget issues as they relate to the training needs of the region. The region's projected annual operating budget shall list items in order of priority within each budget category as set forth in Rule 11B-18.0053, F.A.C. A region that fails to meet the required deadline, or fails to receive an extension of the submission deadline from Commission staff, shall forfeit the opportunity to propose an operating budget for the region and Commission-certified training schools for that fiscal year. Officer Training Monies forfeited by a region due to noncompliance with the February 1 deadline shall be distributed to other regions in the state based on the statewide distribution formula set forth in subsection 11B-18.0052(2), F.A.C.

(2) Budget Amendment and Programmatic Change. The Officer Training Monies Programmatic Change and Budget Amendment, form CJSTC-302, revised February 7, 2002, hereby incorporated by reference, shall be used by a Commission-certified training school through its Regional Training Council to reflect changes to its annual operating budget. Form CJSTC-302 can be obtained at the following FDLE Internet address: <http://www.fdle.state.fl.us/CJSTC/Publications/Forms.aspx>, or by contacting Commission staff at (850) 410-8615.

(a) Unobligated Operating Capital Outlay Purchases. Operating budgets approved by the Criminal Justice Standards and Training Commission that include "unobligated" Operating Capital Outlay purchases require additional approval prior to expenditure of these funds. A training school shall submit form CJSTC-302 to identify planned expenditures equal to the amounts previously budgeted as unobligated. Form CJSTC-302 shall only be completed when a training school and region requests a revision to its operating budget and the revision does not alter the distribution formula set forth in Rule 11B-18.0053, F.A.C.

(b) Budget Amendment. A budget amendment shall be submitted to Commission staff on form CJSTC-302 when a training school and region request an adjustment to its Commission-approved budget, by transferring funds in one category to a different category, and does not alter the distribution formula set forth in Rule 11B-18.0053, F.A.C.

(c) Programmatic Change: A programmatic change shall be submitted to Commission staff on form CJSTC-302 when a training school and region requests a change within a budget category within its Commission-approved budget and does not alter the distribution formula set forth in Rule 11B-18.0053, F.A.C.

(d) Emergency Budget Amendment. An Emergency Budget Amendment is an adjustment to the approved regional operating budget that does not meet the Commission's distribution formula. An Emergency Budget Amendment that alters the Commission's distribution formula shall be submitted to Commission staff by a Commission-certified training school through its Regional Training Council, and shall include an explanation as to why the budget amendment is needed. Emergency Budget Amendments shall be submitted at the Criminal Justice Standards and Training Commission's next quarterly Commission meeting. If approval of the budget amendment is required prior to the next scheduled Commission meeting, the Commission Chairman shall approve the Emergency Budget Amendment and report the approved amendment to the full Commission at the next quarterly Commission meeting.

(3) Each Regional Fiscal Agent shall submit an Officer Training Monies Semi-Annual Expenditure Report form CJSTC-300, to Commission staff twice each fiscal year advising the Commission of administrative, training, and capital outlay property expenditures. Encumbered Officer Training Monies shall not be included on this report.

(a) Semi-annual Expenditure Reporting Period. Form CJSTC-300 shall be submitted by a training school through the Regional Training Council no later than 45 days after the end of each semi-annual expenditure reporting period.

(b) Semi-annual expenditure reporting periods are January 1 through June 30 with a report due date of August 15, and July 1 through December 31 with a report due date of February 15.

Rule 11B-18.0071

17

Effective 7-19-17

**Criminal Justice Standards and Training Trust Fund:
Development of Officer Training Monies Budgets
and Required Reports**

594 (4) Year-End Fiscal Report. Each Regional Fiscal Agent shall submit to Commission staff a completed Officer
595 Training Monies Year-End Fiscal Report, form CJSTC-301, revised February 7, 2002, hereby incorporated by
596 reference, reporting all expenditures, to include a list of all Operating Capital Outlay Property purchased pursuant to
597 subsection 11B-18.0053(4), F.A.C. The report shall be filed by October 30 of each year and shall include interest
598 earned for the previous fiscal year ending June 30. Form CJSTC-301 can be obtained at the following FDLE
599 Internet address: <http://www.fdle.state.fl.us/CJSTC/Publications/Forms.aspx>, or by contacting Commission staff at
600 (850) 410-8615.

601 (a) Encumbered Officer Training Monies. Purchases shall be encumbered by close of the fiscal year, which is
602 June 30. An encumbered purchase occurs when a purchase order has been issued or a binding contract negotiated
603 prior to the end of the budget year. Purchases that encumber Officer Training Monies shall be received and paid by
604 a training school no later than December 31. If Officer Training Monies are encumbered on June 30, the training
605 school shall submit to Commission staff a "Preliminary" form CJSTC-301, on or before October 30, and a "Final"
606 form CJSTC-301, on or before the following January 30.

607 (b) Unencumbered Officer Training Monies. Officer Training Monies not expended and not encumbered on
608 June 30, shall be reported on form CJSTC-301 and filed by a training school on or before October 30 of each year.
609 The training school shall attach a check or warrant payable to the Criminal Justice Standards and Training Trust
610 Fund in the amount equal to the unexpended unencumbered funds for the year.

611 (5) Interest Earned. A training school may deposit Officer Training Monies in interest bearing accounts based
612 on the authority granted by the State Comptroller. Interest earned shall be expended consistent with Category II and
613 Category III expenditures set forth in subsections 11B-18.0053(3)-(4), F.A.C., and are not subject to the distribution
614 formula. A separate operating budget for accrued interest shall be submitted by the Regional Training Councils.
615 The training school shall report interest earned and corresponding expenditures to Commission staff on the
616 following forms:

617 (a) The Officer Training Monies Semi-annual Expenditure Report form CJSTC-300, pursuant to subsection
618 11B-18.0071(3), F.A.C., submitted to Commission staff no later than 45 days after the end of the two reporting
619 periods of June 30 and December 31, shall include a report of all expenditures made during the interest budget
620 period the interest was accrued. Interest earned by a training school shall be expended by June 30 of the year the
621 Commission approved the expenditure. Interest earned shall not be encumbered, and if not expended, shall be
622 returned to the Commission no later than 90 days following June 30, which is the close of the fiscal year.

623 (b) Year-End Fiscal Report. Each Regional Fiscal Agent shall submit to Commission staff a completed Officer
624 Training Monies Year-End Fiscal Report form CJSTC-301, reporting all interest expenditures, to include a list of all
625 Operating Capital Outlay Property purchased pursuant to subsection 11B-18.0053(4), F.A.C. The report shall be
626 filed by October 30 of each year.

627 *Rulemaking Authority 943.03(4), 943.12(1), (2), 943.25(4), (5) FS. Law Implemented 943.25 FS. History--New 1-*
628 *13-81, Amended 7-1-81, 7-28-82, 1-7-85, 1-28-86, Formerly 11B-18.071, Amended 7-13-87, 5-23-88, 10-17-90, 12-*
629 *13-92, 1-2-97, 7-7-99, 8-22-00, 11-5-02, 11-30-04, 3-13-13, 7-19-17.*

11B-18.008 Areas of Responsibility.

With regard to the Criminal Justice Standards and Training Trust Fund Officer Training Monies, the following entities shall have responsibilities outlined in subsections (1)-(3) of this rule section.

(1) The responsibilities of the Regional Training Councils are to:

(a) Determine the distribution of Officer Training Monies for allocation to the individual Commission-certified training schools in the respective training regions.

(b) Submit to Commission staff a list of the current voting membership of each Regional Training Council, including Regional Training Council officers (noting appointed fiscal agents) and forward any membership changes to Commission staff as they occur.

(c) Submit to Commission staff and maintain on file the minutes of each Regional Training Council meeting.

(d) Submit to Commission staff and maintain on file all required documents, budgets, reports, audit reports, and other documentation required by the Council and make available for review by Commission staff.

(e) Appoint or approve a regional fiscal agent.

(2) The responsibilities of the regional fiscal agents are to:

(a) Provide fiscal guidance and assistance to Regional Training Councils in the preparation of all documents, budgets, and reports for submission to Commission staff.

(b) Be responsible for the receipt and disbursement of Officer Training Monies pursuant to Rule Chapter 11B-18, F.A.C., and Section 943.25, F.S.

(c) Be responsible for the separate maintenance of financial records, including accrued interest documentation for Officer Training Monies accounts, and Commission-certified training school property inventories.

(3) The responsibilities of Commission-certified training schools are to:

(a) Develop a training calendar based on regional training priorities that is inclusive of Criminal Justice Standards and Training Commission recommendations and estimated training costs. The training calendar shall adhere to the Regional Training Council's plan, Commission procedures, and the statewide distribution formula for Officer Training Monies set forth in subsection 11B-18.0052(2), F.A.C.

(b) Be responsible for the receipt and payment of Officer Training Monies authorized by a Commission-certified training school's approved annual operating budget pursuant to Rule Chapter 11B-18, F.A.C., and Section 943.25, F.S.

(c) Be responsible for the separate maintenance of the appropriate financial records pursuant to standard state or local accounting procedures.

(d) Make available to the Regional Training Council, documentation maintained by the fiscal agent 15 business days after the request for documentation.

(e) Respond to any audit by the State, Commission staff, Regional Training Councils, or local government.

(f) Begin training courses, for which Officer Training Monies are expended, on or before June 30 of the current fiscal year.

(g) Receive and separately account for all property purchased with Officer Training Monies pursuant to standard state or local property inventory procedures. Submit to Commission staff an inventory of operating capital outlay items purchased with Officer Training Monies during each fiscal year.

(h) Obtain approval from Commission staff prior to disposing of property purchased with Officer Training Monies.

Rulemaking Authority 943.03(4), 943.12(1), (2), 943.25(5) FS. Law Implemented 943.25 FS. History--New 1-13-81, Amended 7-1-81, 7-28-82, 1-7-85, 1-28-86, Formerly 11B-18.08, Amended 7-13-87, 5-23-88, 10-17-90, 12-13-92, 1-2-97, 7-7-99, 8-22-00, 11-5-02, 11-30-04, 5-21-12, 3-13-13.

11B-18.009 Applicability, Contractual Obligations.

(1) Officer Training Monies budgets approved by the Criminal Justice Standards and Training Commission shall be governed by this rule chapter upon its adoption. Failure to submit required budgets, reports, and other related documents, shall result in subsequent allocations being withheld by the Commission.

(2) Receipt of any Officer Training Monies shall be deemed an acceptance of the terms, conditions, and limitations contained in the Commission-approved budget under which they are received. Regional Training Councils or Commission-certified training schools accepting Officer Training Monies support, on or after the effective date of this rule chapter, shall be deemed to have:

(a) Agreed to surrender to the Commission property purchased with Officer Training Monies upon loss of a Commission-certified training school's certification.

(b) Agreed to receive approval from Commission staff prior to disposing of property secured through Officer Training Monies.

(3) Property acquired by a state, local, or regional entity using Officer Training Monies shall become the property of the local entity, with the exception of Section 943.25, F.S., or other state statutes, this rule, the budget, approved training plan, or a grant that provides to the contrary. However, where a grant or a portion of a grant from Officer Training Monies has been used or applied contrary to these authorities, the state, local, or regional entity shall be deemed to have a contractual obligation to make restitution pursuant to this rule.

Specific Authority 943.03(4), 943.12(1), (2), 943.25(4), (5) FS. Law Implemented 943.25 FS. History--New 1-13-81, Amended 7-28-82, 1-7-85, 1-28-86, Formerly 11B-18.09, Amended 7-13-87, 12-13-92, 1-2-97, 7-7-99, 8-22-00, 11-5-02.

693 **11B-18.010 Criminal Justice Standards and Training Commission Fiscal Program Audits and Instruction**
694 **and Facility Evaluations.** Commission staff conducts a fiscal and program audit and instruction and facility
695 evaluation of training schools within each region. The audit and instruction facility inspection performed by
696 Commission staff shall establish a comprehensive analysis of training schools to ensure compliance with Chapter
697 943, F.S., and Rule Chapter 11B-18, F.A.C.

698 (1) Annual Audit.

699 (a) Each training school shall be audited annually and shall be scheduled and coordinated with the respective
700 training center director(s), fiscal agent(s), and Regional Training Council Chairperson(s) who are subject to the
701 audit. Training schools that receive a fiscal year perfect audit shall be exempt from an audit in the subsequent fiscal
702 year unless otherwise requested by the training center director. However, a training school may be audited for
703 cause, for example, the removal or death of a training center director, an allegation of fiscal irregularity or
704 impropriety, or the improper expenditure of funds, or violations of applicable Florida Administrative Code.

705 (b) The annual fiscal year audit shall be conducted after the June 30 close of the fiscal year.

706 (c) The audit shall include all transactions for the fiscal year of July 1 through June 30 and may, at the
707 discretion of Commission staff, include a review of current fiscal year activities in progress.

708 (2) Preliminary Audit Report. Training center director(s), fiscal agent(s), and Regional Training Council
709 Chairperson(s) shall receive a preliminary copy of the fiscal program audits and instruction and facility evaluation
710 prior to its presentation to the Criminal Justice Standards and Training Commission. In addition to the concerns and
711 recommended actions noted for the fiscal year being audited, Commission staff is authorized to review and include
712 follow-up corrective actions to deficiencies by a Commission-certified training school found in prior year audits.
713 Training school staff and regional personnel are permitted to submit additional information to include in the audit
714 presented to the Commission. The Commission, at its next regularly scheduled quarterly meeting, shall take action
715 on the recommended actions presented in the audit report.

716 (3) Final Audit Report. The training center director(s), fiscal agent(s), and Regional Training Council
717 Chairperson(s) shall receive a copy of the final audit report within five working days of the quarterly Commission
718 meeting.

719 (4) Final Audit Response. Each training center director, fiscal agent, and Regional Training Council
720 Chairperson shall provide a written response to Commission staff in response to the audit by the due date included in
721 the audit. The audit response shall include a plan for corrective action and reimbursement of any unauthorized
722 expenditures.

723 (5) Failure to respond to, and continued non-compliance with applicable Florida Statutes and Commission
724 rules shall result in punitive action by the Criminal Justice Standards and Training Commission to include:

725 (a) When training schools fail to respond in writing to the audit, Commission staff shall write a letter of
726 concern to the training center director requesting a written response to the audit. Copies of the letter shall be sent to
727 the administrative head of the agency or entity, fiscal agent, and the regional chairperson.

728 (b) Failure to return inappropriately expended Officer Training Monies requested in an audit shall result in the
729 Commission withholding the training school's next release of Officer Training Monies.

730 (c) Continued failure for three years to comply with Chapter 943, F.S., and Rule Chapter 11B-18, F.A.C., shall
731 result in the Commission writing a letter of censure to the administrative head of the entity and to the training center
732 director requesting a written plan for compliance with applicable Florida Statutes and Commission rules.

733 (d) If compliance is not achieved by following paragraphs (5)(a)-(c) of this rule section, the Commission shall
734 take disciplinary action pursuant to the disciplinary guidelines set forth in Rule 11B-21.018, F.A.C.

735 *Specific Authority 943.03(4), 943.12(1), (2), 943.25(3), (4) FS. Law Implemented 943.25 FS. History-New 11-5-02.*
736 *Amended 11-30-04.*

737	Certification of Criminal Justice Training Instructors	Chapter 11B-20
738	RULE TITLES:	RULE NOS.:
739	1. Definitions and Minimum Requirements for General Certification of Instructors.	<u>11B-20.001</u>
740	2. Denial and Discipline of Instructor Certification.	<u>11B-20.0012</u>
741	3. Commission Instructor Certification Categories.	<u>11B-20.0013</u>
742	4. Minimum Requirements for High-Liability and Specialized Instructor Certifications.	<u>11B-20.0014</u>
743	5. Inspection of Instructor Certification Applications.	<u>11B-20.0016</u>
744	6. Maintenance and Duration of Instructor Certifications.	<u>11B-20.0017</u>
745	11B-20.001 Definitions and Minimum Requirements for General Certification of Instructors.	
746	(1) Definitions:	
747	(a) "Successful completion" of a course is documented as a "Pass" on the completed Training Report, form	
748	CJSTC-67, revised August 14, 2025, effective 5/2026, hereby incorporated by reference	
749	https://flrules.org/Gateway/reference.asp?No=Ref-19447 . Form CJSTC-67 can be obtained at the following FDLE	
750	Internet address: http://www.fdle.state.fl.us/CJSTC/Publications/Forms.aspx , or by contacting Commission staff at	
751	(850)410-8615.	
752	(b) "Training school" means those training academies and training schools that are certified by the Criminal	
753	Justice Standards and Training Commission.	
754	(c) "Instructor" means an individual certified by the Criminal Justice Standards and Training Commission,	
755	hereafter referred to as "Commission" or "CJSTC," and is affiliated with a Commission-certified criminal justice	
756	training school or criminal justice employing agency and is authorized to instruct Basic Recruit Training Programs,	
757	Advanced Training Programs, or Specialized Training Programs.	
758	(d) "Affiliated" means an instructor who is currently employed by a Commission-certified criminal justice	
759	training school or criminal justice agency, whether or not the instructor receives compensation.	
760	(e) "Active certification" means a certification held by an instructor who is affiliated with a Commission-	
761	certified criminal justice training school or criminal justice agency.	
762	(f) "Inactive certification" means a certification held by an instructor who is not affiliated with a Commission-	
763	certified training school or criminal justice agency.	
764	(g) "ATMS" means the Commission's Automated Training Management System.	
765	(h) "Basic Recruit Training Programs," "Advanced Training Programs," and "Specialized Training Programs"	
766	means training administered by training schools pursuant to Rule Chapter 11B-35, F.A.C.	
767	(i) "Agency" means criminal justice employing agency.	
768	(j) "Romantic or sexual relationship" means a relationship that may be evidenced by one or more of the	
769	following: kissing; fondling of the genital area, buttocks, or breasts; oral, anal, or vaginal penetration by, or union	
770	with, the sexual organ of another or the anal or vaginal penetration of another by any other object.	
771	(2) Instructor applicants applying for instructor certification shall:	
772	(a) Complete the Instructor Certification Application, form CJSTC-71, revised August 14, 2025, effective	
773	5/2026, hereby incorporated by reference http://flrules.org/Gateway/reference.asp?No=Ref-19445 . Form CJSTC-71	
774	can be obtained at the following FDLE Internet address: http://www.fdle.state.fl.us/CJSTC/Publications/Forms.aspx ,	
775	or by contacting Commission staff at (850)410-8615;	
776	(b) Be affiliated with a training school or agency;	
777		

Rule 11B-20.001	22	Effective 6-4-26
Certification of Criminal Justice Training Instructors:		
Definitions and Minimum Requirements for General		
Certification of Instructors		

778 (c) Possess good moral character pursuant to subsection 11B-27.0011(4), F.A.C., as applied to instructor
779 applicants and certified instructors;

780 1. Not have been convicted of a felony or of a misdemeanor involving perjury or false statement, or received a
781 dishonorable discharge from any of the Armed Forces of the United States; and

782 2. After July 1, 1981, any person who has pled guilty or nolo contendere to any felony or of a misdemeanor
783 involving perjury or a false statement is not eligible for instructor certification, notwithstanding suspension of
784 sentence or withholding of adjudication; and

785 3. Notwithstanding subsections (3)-(4) of this rule section, any person who has pled nolo contendere to a
786 misdemeanor involving a false statement, prior to December 1, 1985, and has had such record sealed or expunged
787 shall not be deemed ineligible for instructor certification.

788 (3) General Instructor Certification.

789 (a) Instructor applicants shall comply with the following requirements to obtain General Instructor
790 Certification:

791 1. Instructor applicants shall successfully complete the Traditional Instructor Techniques Course (Retired
792 6/30/04), CMS Instructor Techniques Course (Retired 11/14/08), or Florida General Instructor Techniques Course
793 delivered through a training school or complete equivalent instructor training. The training center director is
794 authorized to have instructor applicants complete only those portions of the Instructor Techniques Course for which
795 the instructor applicant is deficient.

796 2. Instructor applicants who apply for General Instructor Certification shall have completed the required
797 instructor training within four years of the date the instructor applicant applies for certification. Instructor applicants
798 who apply more than four years from the date training was completed shall be required to complete the General
799 Instructor Refresher Course.

800 3. After successful completion of the mandatory instructor training, instructor applicants shall complete an
801 internship.

802 a. The instructor applicant shall be supervised by and have his or her instructional abilities evaluated by a
803 training center director or agency administrator, who is currently an instructor, or a designee who is currently an
804 instructor. The training center director, agency administrator, or designee shall complete the Instructor Competency
805 Checklist, form CJSTC-81, revised August 15, 2024, effective 3/2025, hereby incorporated by reference
806 <https://flrules.org/Gateway/reference.asp?No=Ref17834> . Form CJSTC-81 can be obtained at the following FDLE
807 Internet address: <http://www.fdle.state.fl.us/CJSTC/Publications/Forms.aspx>, or by contacting Commission staff at
808 (850)410-8615.

809 b. The instructor applicant shall demonstrate the applicable competencies listed on form CJSTC-81, which
810 shall be maintained in the instructor's file at the training school or agency.

811 c. The instructor applicant shall be evaluated by his or her students. Student evaluations shall be reviewed
812 with the instructor applicant by a training center director, agency administrator, or an instructor designated by the
813 training center director or agency administrator, and documented on form CJSTC-81.

814 4. Instructor applicants shall complete the Instructor Certification Application form CJSTC-71 and attach all
815 required documentation prior to submitting the application for approval. The training center director, agency
816 administrator, or designee is required to submit form CJSTC-71 to Commission staff or electronically transmit
817 through the Commission's ATMS. Form CJSTC-71 and supporting documentation on each affiliated instructor
818 shall be maintained in the instructor's file.

819

5. Instructor Separation or Change of Affiliation.

a. When an instructor requests a change of affiliation, the training center director, agency administrator, or designee shall complete an Affidavit of Separation, form CJSTC-61, revised August 15, 2024, effective 3/2025, hereby incorporated by reference <https://flrules.org/Gateway/reference.asp?No=Ref-17835>, and submit to Commission staff, or immediately transmit through the Commission's ATMS. Form CJSTC-61 can be obtained at the following FDLE Internet address: <http://www.fdle.state.fl.us/CJSTC/Publications/Forms.aspx>, or by contacting Commission staff at (850)410-8615. A copy shall be maintained in the instructor's file.

b. Instructor Separation. When a training center director, agency administrator, or designee separates an instructor, the training center director, agency administrator, or designee shall notify the instructor of the separation and submit form CJSTC-61 to Commission staff or electronically transmit through the Commission's ATMS. A copy of form CJSTC-61 shall be maintained in the Instructor's file. An instructor's certification shall become inactive upon separation and remain inactive until the instructor is affiliated with a training school or agency. If the separation involves a violation of Section 943.13(4), F.S., or moral character violation, the training center director, agency administrator, or designee shall also complete the Internal Investigation Report form CJSTC-78, revised August 15, 2024, effective 3/2025, hereby incorporated by reference <https://flrules.org/Gateway/reference.asp?No=Ref-17836>, and form CJSTC-61, and submit to Commission staff or immediately transmit through the Commission's ATMS. Form CJSTC-78 can be obtained at the following FDLE Internet address: <http://www.fdle.state.fl.us/CJSTC/Publications/Forms.aspx>, or by contacting Commission staff at (850)410-8615.

c. Request for new Affiliation. The instructor requesting the change shall submit to the employing agency or training school the Instructor Certification Application form CJSTC-71, the training center director, agency administrator, or designee shall enter the employment into the Commission's ATMS, and the instructor's ATMS Global Profile Sheet shall be maintained in the instructor's file.

(b) Equivalent Instructor Training.

1. Instructor applicants who request an exemption from the required instructor training shall be evaluated by the training center director or designee for completion of equivalent instructor training by documenting the instructor applicant's qualifications. Documentation shall include the instructor applicant's training in all of the following competencies, or the training center director or designee may authorize the instructor applicant to complete only those portions of the Florida General Instructor Techniques Course for which the instructor applicant is deficient:

- a. Training liability.
 - b. Ethics.
 - c. Human diversity training required by Section 943.1758, F.S.
 - d. Adult learning theory.
 - e. Communication skills.
 - f. Instructional aids.
 - g. Principles of instruction.
 - h. Lesson plan preparation.
 - i. Evaluation, measurement, and simulation.
 - j. Demonstration of instructional ability.
 - k. Group management.
 - l. Facilitation skills.
 - m. Applied Learning Concepts.
2. Instructor applicants shall complete an internship.

864 a. The instructor applicant shall be supervised by and have his or her instructional abilities evaluated by a
865 training center director or agency administrator, who is currently an instructor, or a designee who is currently an
866 instructor. The training center director, agency administrator, or designee, shall complete the Instructor Competency
867 Checklist form CJSTC-81.

868 b. The instructor applicant shall demonstrate the applicable competencies listed on form CJSTC-81, which
869 shall be maintained in the instructor's file at the training school or agency.

870 c. The instructor applicant shall be evaluated by his or her students. Student evaluations shall be reviewed
871 with the instructor applicant by a training center director, agency administrator, or an instructor designated by the
872 training center director or agency administrator, and documented on form CJSTC-81.

873 3. Instructor applicants shall complete the Instructor Certification Application form CJSTC-71 and attach all
874 required documentation prior to submitting the application for approval. The training center director, agency
875 administrator, or designee is required to submit form CJSTC-71 to Commission staff or electronically transmit
876 through the Commission's ATMS. Form CJSTC-71 and supporting documentation on each affiliated instructor
877 shall be maintained in the instructor's file.

878 (c) Exemption from Instructor Techniques Courses.

879 1. Instructor applicants are exempt from the Florida General Instructor Techniques Course when the instructor
880 applicant is a full-time instructor at a vocational technical institution or an accredited community college, college, or
881 university. The instructor applicant shall provide documentation of his or her full-time status and identify the name
882 and location of the vocational technical institution, community college, college or university.

883 2. Instructor applicants shall complete an internship pursuant to (3)(b)2. of this rule section.

884 3. Instructor applicants shall complete the Instructor Certification Application form CJSTC-71 and attach all
885 required documentation prior to submitting the application for approval. The training center director, agency
886 administrator, or designee is required to submit form CJSTC-71 to Commission staff or electronically transmit
887 through the Commission's ATMS. Form CJSTC-71 and supporting documentation on each affiliated instructor
888 shall be maintained in the instructor's file.

889 (4) Exemption from General Instructor Certification. An individual, who has a professional or technical
890 certification or three years of experience in the specified subject matter to be instructed, shall be exempt from
891 General Instructor Certification. The training center director or designee shall document the individual's
892 qualifications by completing the Instructor Exemption, form CJSTC-82, revised August 13, 2020, effective 5/2021,
893 hereby incorporated by reference <https://www.flrules.org/Gateway/reference.asp?No=Ref-14224>, which shall be
894 maintained in the course file at the training school. Form CJSTC-82 can be obtained at the following FDLE Internet
895 address: <http://www.fdle.state.fl.us/CJSTC/Publications/Forms.aspx>, or by contacting Commission staff at
896 (850)410-8615.

897 (5) An individual, whose certification has been revoked, relinquished, or is currently suspended, shall not
898 instruct Commission-approved Basic Recruit Training, Advanced Training or Specialized Training Program
899 Courses.

900 (6) An individual found in violation of Section 943.13(4), F.S., or is guilty of the offenses set forth in
901 paragraphs 11B-20.0012(2)(a)-(f), F.A.C., shall not instruct Commission-approved Basic Recruit Training,
902 Advanced Training, or Specialized Training Program Courses.

903 *Rulemaking Authority 943.03(4), 943.12(1), 943.14(3) FS. Law Implemented 943.12(3), (9), 943.14(3) FS.*
904 *History--New 7-21-82, Formerly 11B-20.01, Amended 10-26-88, 5-14-92, 12-8-92, 1-10-94, 1-2-97, 7-7-99,*
905 *8-22-00, 7-29-01, 11-5-02, 11-30-04, 3-27-06, 3-21-07, 6-9-08, 9-28-09, 6-3-10, 5-21-12, 3-13-13, 5-29-14,*
906 *7-29-15, 9-4-16, 7-19-17, 8-15-18, 7-9-19, 5-20-21, 6-23-22, 8-30-23, 6-20-24, 4-9-25, 6-4-26.*

11B-20.0012 Denial and Discipline of Instructor Certification.

(1) The Criminal Justice Standards and Training Commission shall deny an instructor applicant's request for certification, in the certification categories outlined in Rule 11B-20.0013, F.A.C., if the instructor applicant does not meet the minimum qualification requirements for General, High-Liability, or Specialized Instructor Certification, pursuant to Rules 11B-20.001 and 11B-20.0014, F.A.C. The Commission shall notify the instructor applicant by sending a "Notice of Intent to Deny Instructor Certification," which shall specify the reason(s) for the denial of instructor certification. The affected party shall have a right to a hearing pursuant to Section 120.57, F.S., upon denial of certification.

(2) The Criminal Justice Standards and Training Commission is authorized to impose disciplinary action against an instructor's certification if:

(a) The instructor willfully compromises the security and confidentiality of examinations, grading keys, or test specifications used in training courses, or engages in any other conduct that subverts or attempts to subvert the State Officer Certification Examination (SOCE) process; or

(b) The instructor willfully compromises or circumvents the student attendance requirements set forth in Rule 11B-35.001, F.A.C.; or

(c) The instructor willfully compromises or circumvents the trainee performance requirements pursuant to Rules 11B-35.001 and 11B-35.0024, F. A. C.; or

(d) The instructor intentionally and materially falsifies criminal justice documentation; or

(e) The instructor commits an act or acts establishing gross incompetence as determined by the Commission. Gross incompetence is the lack of ability or fitness to perform as an instructor as a result of emotional instability, or physical incapacitation, or inadequate technical knowledge of subject matter, or reckless disregard for the safety of trainees or the public.

(f) The instructor teaches or supervises a basic recruit trainee in any Commission-approved Basic Recruit Training Program and engages in a romantic or sexual relationship, as defined in Rule 11B-20.001(1)(j), F.A.C., with that basic recruit trainee; and;

1. Submission to the relationship is made either explicitly or implicitly a term or condition of the basic recruit trainee's ability to complete the Basic Recruit Training Program; or

2. Submission to or rejection of the relationship by the basic recruit trainee is used as a basis for decisions affecting the basic recruit trainee's participation in the Basic Recruit Training Program; or

3. The relationship is consensual and results in the basic recruit trainee receiving an undue advantage or some benefit in the Basic Recruit Training Program as a result thereof.

(g) The instructor commits an act or acts establishing a "lack of good moral character," defined in subsection 11B-27.0011(4), F.A.C.

(3) Allegations of violations against an instructor, pursuant to subsection (2) of this rule section, shall be investigated upon receipt of a written complaint or a violation(s) discovered through an audit. All sustained violations of conduct shall be scheduled before a Commission Probable Cause Determination Hearing.

(4) A training center director or agency administrator, having good cause to believe that an instructor has violated subsection (2) of this rule section, shall conduct a preliminary inquiry, and report the findings to Commission staff. An administrative investigation based upon this report shall be conducted by Commission staff, and all sustained violations of conduct shall be scheduled before a Commission Probable Cause Determination Hearing.

(5) Should a Commission Probable Cause Determination Hearing find probable cause that an instructor has violated subsection (2) of this rule section, disciplinary proceedings shall be conducted pursuant to Chapter 120, F.S.

(6) Action taken by the Criminal Justice Standards and Training Commission, against an officer's certification, pursuant to subsection 11B-27.005(9), F.A.C., shall also be applicable against an officer's instructor certification.

953 (7) Notwithstanding subsection 11B-20.001(4), F.A.C., if an instructor's certification is revoked, or is
954 voluntarily relinquished, or the instructor has been adjudicated or found to be guilty of an offense, or has plead nolo
955 contendere to any offense set forth in paragraphs 11B-20.0012(2)(a)-(f), F.A.C., the instructor shall not instruct
956 Commission-approved Basic Recruit Training Program Courses, Advanced Training Program Courses, or
957 Specialized Training Program Courses.

958 (8) The Criminal Justice Standards and Training Commission sets forth in subsections (1)-(2) of this rule
959 section, a range of disciplinary guidelines from which disciplinary penalties shall be imposed upon certified
960 instructors who have been found by the Commission to have violated subsection 11B-20.0012(2), F.A.C.

961 (a) For the perpetration by the instructor of an act that would constitute any violation of paragraphs
962 11B-20.0012(2)(a)-(f), F.A.C., the Commission shall impose one or more of the following penalties:

- 963 1. Revocation of certification.
- 964 2. Suspension of certification for a period not to exceed two years.
- 965 3. Placement on a probationary status for a period not to exceed two years. Upon the violation of such terms
966 and conditions, the Commission is authorized to revoke certification or impose additional penalties as enumerated in
967 this subsection.
- 968 4. Successful completion by the instructor of any basic recruit, advanced, or career development training or
969 such retraining required by the Commission.
- 970 5. Issuance of a reprimand.

971 (b) For the perpetration by the instructor of an act or acts that would constitute a violation of paragraph
972 11B-20.0012(2)(g), F.A.C., the Commission shall impose a penalty consistent with subsections 11B-27.005(4)-(7),
973 F.A.C., for an act or acts establishing a "lack of good moral character" defined in subsection 11B-27.0011(4), F.A.C.

974 *Rulemaking Authority 943.03(4), 943.12(1) FS. Law Implemented 943.12(3), 943.14(3) FS. History--New 10-26-88,*
975 *Amended 1-2-97, 7-7-99, 7-29-01, 11-5-02, 11-30-04, 3-21-07, 6-9-08, 5-29-14, 8-15-18.*

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996 **11B-20.0014 Minimum Requirements for High-Liability and Specialized Instructor Certifications.**

997 (1) High-Liability Topics Instructor Certification. Instructor applicants shall comply with the following

998 requirements for certification:

999 (a) Possess a General Instructor Certification or be eligible for General Instructor Certification and apply for

1000 General Instructor Certification at the same time the applicant is requesting certification in the high-liability topic.

1001 Multiple topics may be applied for at the same time.

1002 (b) Complete three years' experience as a certified criminal justice officer or three years' experience in the

1003 topic of instruction for which certification is sought.

1004 (c) Complete the instructor training requirements set forth in subsection (2) of this rule section, for High-

1005 Liability Instructor Topics for which the instructor applicant is requesting certification. The High-Liability Training

1006 Courses and proficiency requirements are outlined in Rule 11B-35.0024, F.A.C.

1007 (d) Be evaluated by his or her students. Student evaluation shall be reviewed with the instructor applicant by a

1008 training center director, agency administrator, or an instructor designated by the training center director or agency

1009 administrator and documented on the Instructor Competency Checklist form CJSTC-81, revised August 15, 2024,

1010 effective 3/2025, hereby incorporated by reference <https://flrules.org/Gateway/reference.asp?No=Ref-17837>.

1011 (e) Complete the Instructor Certification Application form CJSTC-71 and attach all documents prior to

1012 submitting the application for approval.

1013 (f) Instructor applicants who apply for a High-Liability Instructor Certification shall have completed the

1014 applicable High-Liability Instructor Course within four years of the date the instructor applicant applies for

1015 certification. Instructor applicants shall meet the requirements for High-Liability Instructor Certification for each

1016 topic requested.

1017 (2) High-Liability Instructor Topics.

1018 (a) Vehicle Operations Instructor Certification. Instructor applicants who request to obtain certification to

1019 instruct vehicle operations topics shall:

1020 1. Comply with the requirements for General Instructor Certification pursuant to subsection 11B-20.001(3),

1021 F.A.C.; and

1022 2. Have successfully completed through a training school the Vehicle Operations Instructor Course which

1023 began on or after October 28, 2027 or completed through a training school, the Vehicle Operations Instructor Course

1024 which began prior to October 28, 2027 and the Vehicle Operations Instructor Update course; and

1025 3. Following successful completion of the Vehicle Operations Instructor Course, have successfully completed

1026 a high-liability internship documented on the Instructor Competency Checklist form CJSTC-81 that is supervised by a

1027 certified vehicle operations instructor.

1028 (b) Handgun Instructor Certification. Instructor applicants who request to obtain certification to instruct

1029 handgun topics shall:

1030 1. Comply with the requirements for General Instructor Certification pursuant to subsection 11B-20.001(3),

1031 F.A.C.; and

1032 2. Have successfully completed through a training school the Handgun Instructor Course (formerly Firearms

1033 Instructor Course); and

1034 3. Following completion of the Handgun Instructor Course, have successfully completed a high-liability

1035 internship documented on the Instructor Competency Checklist form CJSTC-81 that is supervised by a certified

1036 handgun instructor.

1037

Commented [G31]:
 11B-20.0014(2)(a)2.:
Description of the Revision: Indicates which courses are necessary to obtain a Vehicle Operations Instructor certification.
Why the rule is being revised: Adds the requirement that instructors seeking the Vehicle Operations Instructor Certification must complete either the Vehicle Operations Instructor Course which began prior to October 28, 2027 and the Vehicle Instructor Update course or the Vehicle Operations Instructor course which begins on or after October 28, 2027.
 Revised by: Madeline Aultman

1038 (c) Defensive Tactics Instructor Certification. Instructor applicants who request to obtain certification to
 1039 instruct defensive tactics topics shall:

1040 1. Comply with the requirements for General Instructor Certification pursuant to subsection 11B-20.001(3),
 1041 F.A.C.; and

1042 2. Have successfully completed through a training school the Defensive Tactics Instructor Course which
 1043 began on or after October 31, 2019 or completed through a training school the Defensive Tactics Instructor Course
 1044 which began prior to October 31, 2019 and the Defensive Tactics Instructor Update course; and

1045 3. Following successful completion of the Defensive Tactics Instructor Course, have successfully completed a
 1046 high-liability internship documented on the Instructor Competency Checklist form CJSTC-81 that is supervised by a
 1047 certified defensive tactics instructor.

1048 (d) First Aid Instructor Certification. Instructor applicants who request to obtain certification to instruct in first
 1049 aid shall:

1050 1. Have three years' experience as a criminal justice officer; and

1051 2. Comply with the requirements for General Instructor Certification pursuant to subsection 11B-20.001(3),
 1052 F.A.C.; and

1053 3. Have successfully completed through a training school the First Responder Instructor Course or First Aid
 1054 Instructor Course or complete a U.S. Department of Transportation recognized first responder instructor course; and

1055 4. Following successful completion of the First Aid Instructor Course, if required, have successfully
 1056 completed a high-liability internship documented on the Instructor Competency Checklist form CJSTC-81 that is
 1057 supervised by a certified first aid instructor; and

1058 5. Possess and maintain an active CPR Instructor Certification from the American Heart Association (AHA),
 1059 American Red Cross (ARC), American Safety & Health Institute (ASHI), or other entity referenced in the
 1060 Department of Health Rule 64J-1.022, F.A.C. The instructor shall not let the CPR Instructor Certification lapse and
 1061 shall provide documentation of renewal to the certifying agency or training school. If the CPR Instructor
 1062 Certification expires during the instructor certification period, the instructor shall not instruct in first responder or
 1063 first aid until the CPR Instructor Certification is renewed; or

1064 6. Certain individuals, based on their education and training experience in the United States or its territories,
 1065 are eligible for First Aid Instructor Certification without completing additional Commission-approved training and
 1066 shall comply with subparagraphs (2)(d)4.-5. of this rule section:

1067 a. Qualifying professional certifications or licenses:

1068 1. Certified emergency medical technicians.

1069 2. Certified paramedics.

1070 3. Licensed physicians, who are actively involved in emergency care and have three years' experience in
 1071 emergency medical care.

1072 4. Licensed physician's assistants, who are actively involved in emergency care and have three years'
 1073 experience in emergency medical care.

1074 5. Registered nurses or licensed practical nurses, who are actively involved in emergency care and have three
 1075 years' experience in emergency medical care.

1076 6. Members of the Armed Forces of the United States on active duty entitled to practice as an Emergency
 1077 Medical Technician (EMT) or a Florida paramedic set forth in Chapter 401, Part III, F.S.

1078 7. Full-time instructors at a vocational technical institution or an accredited college or university, who instruct
 1079 medical topics in EMT, paramedic, nursing, physician, or physician assistance programs.

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b. To obtain a First Aid Instructor Certification, the instructor applicant shall provide a copy of the current qualifying professional's certification or license and shall not allow the qualifying professional's certification or license to lapse. The instructor applicant shall provide documentation of renewal to the certifying agency or training school. If the qualifying professional's certification or license expires during the certification period, the instructor shall not instruct in first aid until the professional's certification or license is renewed.

1086 (c) Patrol Rifle Instructor Certification. Instructor applicants who request to obtain certification to instruct
1087 patrol rifle topics shall:

1088 1. Comply with the requirements for General Instructor Certification pursuant to subsection 11B-20.001(3),
1089 F.A.C.; and,

1090 2. Comply with the requirements for Handgun Instructor Certification pursuant to subsection 11B-
1091 20.0014(2)(b), F.A.C.; and,

1092 3. Have successfully completed through a training school the Patrol Rifle Instructor Course.

1093 (f) Shotgun Instructor Certification. Instructor applicants who request to obtain certification to instruct shotgun
1094 topics shall:

1095 1. Comply with the requirements for General Instructor Certification pursuant to subsection 11B-20.001(3),
1096 F.A.C.; and,

1097 2. Comply with the requirements for Handgun Instructor Certification pursuant to subsection 11B-
1098 20.0014(2)(b), F.A.C.; and,

1099 3. Have successfully completed through a training school the Shotgun Instructor Course.

(3) Specialized Instructor Certifications. Instructor applicants who apply for a Specialized Instructor Certification shall have completed the applicable specialized instructor course within four years of the date the instructor applicant applies for certification. Instructor applicants who apply for a Specialized Instructor Certification more than four years from the date training was completed shall meet the requirements for completing an internship and demonstration of proficiency skills if applicable to the specialized topic. Instructor applicants shall meet the following requirements for each Specialized Instructor Certification requested:

1106 (a) Criminal Justice Diving Instructor Certification to instruct the Underwater Police Science and Technology
1107 course number 077, pursuant to Rule 11B-35.006, F.A.C., shall:

1108 1. Possess a General Instructor Certification or be eligible for General Instructor Certification and apply for a
1109 General Instructor Certification at the same time the applicant requests a Criminal Justice Diving Instructor
1110 Certification; and

1111 2. Possess and maintain a current Scuba Instructor Certification from a nationally recognized organization that
1112 meets the standards of the World Recreational Scuba Training Council (WRSTC) and have two years of experience
1113 as a public safety diver, or possess and maintain a Dive Master Certification from a nationally recognized
1114 organization that meets the standards of the WRSTC and have five years of experience as a public safety diver; and

1115 3. Have been employed in the capacity of a public safety diver within the past four years, or have instructed
1116 the Underwater Police Science and Technology course within the past four years.

1117 (b) Speed Measurement Instructor Certification. Instructor applicants who request certification to instruct
1118 speed measurement training courses shall:

1119 1. Possess a General Instructor Certification or be eligible for General Instructor Certification and apply for
1120 General Instructor Certification at the same time the applicant is requesting Speed Measurement Instructor
1121 Certification; and

1122 2. Possess three years' experience as a speed measurement device operator; and

1124 3. Successfully complete at a training school, the Speed Measurement Instructor Course for Law Enforcement
 1125 Officers, course number 1159 or the Radar Speed Measurement Instructor Course for Law Enforcement Officers,
 1126 course number 1108, retired December 31, 2006, and the Laser Speed Measurement Device (LSMD) Instructor
 1127 Transition Course for Radar Instructors, course number 1109, retired December 31, 2008; and

1128 4. Complete the Speed Measurement Device Instructor Field Evaluation, form CJSTC-10, revised August 13,
 1129 2020, effective 5/2021, hereby incorporated by reference <http://www.flrules.org/Gateway/reference.asp?No=Ref-13126>. Form CJSTC-10 can be obtained at the following FDLE Internet address:
 1130 <http://www.fdle.state.fl.us/CJSTC/Publications/Forms.aspx>, or by contacting Commission staff at (850)410-8615
 1131

1132 5. Following successful completion of the Speed Measurement Instructor Course, successfully complete a
 1133 speed measurement internship supervised by a certified Speed Measurement Instructor and document on the
 1134 Instructor Competency Checklist form CJSTC-81.

1135 6. Be evaluated by his or her students. Student evaluations shall be reviewed with the instructor applicant by
 1136 a training center director, agency administrator, or an instructor designated by the training center director or agency
 1137 administrator, and documented on form CJSTC-81.

1138 (c) Canine Team Instructor Certification. Instructor applicants who request to obtain certification to instruct
 1139 Commission-approved canine team training courses shall:

1140 1. Possess a General Instructor Certification or be eligible for General Instructor Certification and apply for a
 1141 General Instructor Certification at the same time the applicant requests Canine Team Instructor Certification.

1142 2. Possess a minimum of five years' criminal justice canine team experience documented in the instructor
 1143 applicant's file at the training school or agency. This does not include canines used by certified officers exclusively
 1144 for tracking and trailing or specific detection, which are excluded from the certification process.

1145 3. Successfully complete the Canine Team Training Course number 1112 (retired 11/6/2013) or Canine Team
 1146 Training Course number 1198 or an equivalent course approved by a Commission-approved evaluator.

1147 4. Successfully complete the Canine Team Training Instructor Course number 1199 or Canine Team Training
 1148 Instructor Course number 1107 (retired 11/6/2013), through a training school.

1149 5. Complete the Canine Team Instructor Performance Evaluation, form CJSTC-20, revised August 15, 2024,
 1150 effective 3/2025, hereby incorporated by reference <https://flrules.org/Gateway/reference.asp?No=Ref-17838>. Form
 1151 CJSTC-20 can be obtained at the following FDLE Internet address:
 1152 <http://www.fdle.state.fl.us/CJSTC/Publications/Forms.aspx>, or by contacting Commission staff at (850)410-8615.

1153 6. Following successful completion of the Canine Team Training Instructor Course, successfully complete a
 1154 Canine Team internship supervised by a certified Canine Team Instructor and document on the Instructor
 1155 Competency form CJSTC-81. An instructor applicant shall instruct any topic of the Canine Team Training or
 1156 Canine Team Training Instructor Course.

1157 7. Be evaluated by his or her students. Student evaluations shall be reviewed with the instructor applicant by
 1158 a training center director, agency administrator, or an instructor designated by the training center director or agency
 1159 administrator, and documented on form CJSTC-81.

1160 8. Provide verification that there is not a sustained "excessive use-of-force" complaint against the instructor
 1161 applicant, involving the use of the canine at the time a canine was under his or her command, at the agency(s) where
 1162 the instructor applicant obtained experience as a canine officer. The verification shall be documented on agency
 1163 letterhead and signed by the agency administrator or designee.

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1165 (d) Breath Test Instructor Certification. Instructor applicants who request certification to instruct the Breath
 1166 Test Operator Course, Breath Test Operator Renewal Course, Agency Inspector Course, and the Agency Inspector
 1167 Renewal Course, pursuant to Rule 11B-35.007, F.A.C., shall:

- 1168 1. Possess a General Instructor Certification or be eligible for General Instructor Certification and apply for a
 1169 General Instructor Certification at the same time the applicant requests a Breath Test Instructor Certification.
- 1170 2. Successfully complete the Breath Test Instructor Course and proficiency requirements outlined in Rule
 1171 11B-35.0024(4)(d), F.A.C., through a training school.
- 1172 3. Have a minimum of three years' experience as a permitted breath test operator and agency inspector.
- 1173 4. Possess a valid Breath Test Operator Permit and a valid Agency Inspector Permit at the time the application
 1174 for breath test instructor certification is submitted.
- 1175 5. Following successful completion of the Breath Test Instructor Course, successfully complete a Breath Test
 1176 internship supervised by a certified Breath Test Instructor and document on the Instructor Competency Checklist
 1177 form CJSTC-81. An instructor applicant shall instruct in one topic from any of the following courses: Breath Test
 1178 Operator Course, Breath Test Operator Renewal Course, Agency Inspector Course, or Agency Inspector Renewal
 1179 Course.
- 1180 6. Be evaluated by his or her students. Student evaluations shall be reviewed with the instructor applicant by
 1181 a training center director, agency administrator, or an instructor designated by the training center director or agency
 1182 administrator, and shall be documented on form CJSTC-81, which shall be maintained in the instructor's file at the
 1183 training school or agency.
- 1184 7. Alcohol Testing Program staff shall possess a General Instructor Certification pursuant to subparagraph
 1185 (3)(d)1 of this rule section, and shall be exempt from the requirements of subparagraph (3)(d)2.-6. of this rule
 1186 section.

1187 (e) Breath Test Instructor Certification-Intoxilyzer 9000. Instructor applicants who request certification to
 1188 instruct the Breath Test Operator Course-Intoxilyzer 9000, Breath Test Operator Renewal Course-Intoxilyzer 9000,
 1189 Agency Inspector Course-Intoxilyzer 9000, and the Agency Inspector Renewal Course-Intoxilyzer 9000, pursuant to
 1190 Rule 11B-35.007, F.A.C., shall:

- 1191 1. Possess a General Instructor Certification or be eligible for General Instructor Certification and apply for a
 1192 General Instructor Certification at the same time the applicant requests a Breath Test Instructor Certification-
 1193 Intoxilyzer 9000.
- 1194 2. Successfully complete the Breath Test Instructor Course-Intoxilyzer 9000 and proficiency requirements
 1195 outlined in paragraph 11B-35.0024(4)(d), F.A.C., through a training school.
- 1196 3. Have a minimum of three years' experience as a permitted Breath Test Operator-Intoxilyzer 9000 and
 1197 Agency Inspector-Intoxilyzer 9000.
- 1198 4. Possess a valid Breath Test Operator-Intoxilyzer 9000 Permit and a valid Agency Inspector-Intoxilyzer
 1199 9000 Permit at the time the application for breath test instructor certification is submitted.
- 1200 5. Successfully complete a Breath Test internship supervised by a certified Breath Test Instructor and
 1201 document on the Instructor Competency Checklist, form CJSTC-81. An instructor applicant shall instruct in one
 1202 topic from any of the following courses: Breath Test Operator Course-Intoxilyzer 9000, Breath Test Operator
 1203 Renewal Course-Intoxilyzer 9000, Agency Inspector Course-Intoxilyzer 9000, or Agency Inspector Renewal
 1204 Course-Intoxilyzer 9000.
- 1205 6. Be evaluated by his or her students. Student evaluations shall be reviewed with the instructor applicant by a
 1206 training center director, agency administrator, or an instructor designated by the training center director or agency
 1207 administrator, and shall be documented on form CJSTC-81, which shall be maintained in the instructor's file at the
 1208 training school or agency.
- 1209

1210 7. Alcohol Testing Program staff shall possess a General Instructor Certification pursuant to subparagraph
1211 (3)(e)1. of this rule section, and shall be exempt from the requirements of subparagraphs (3)(e)2.-6. of this rule
1212 section.

1213 8. Breath Test Instructors who possess a valid certification prior to December 31, 2023 pursuant to
1214 subparagraph (3)(d)1.-6. of this rule section shall be exempt from the requirements of subparagraphs (3)(e)3.-6. of
1215 this rule section and shall be granted Breath Test Instructor-Intoxilyzer 9000 certification as well as Breath Test
1216 Operator and Agency Inspector Permits upon successful completion of Breath Test Instructor-Intoxilyzer 9000
1217 course outlined in paragraph 11B-35.0024(4)(e).

1218 *Rulemaking Authority 943.03(4), 943.12(1), 943.14(3) FS. Law Implemented 943.12(3), (9), 943.13(6), 943.14(3)*
1219 *FS. History--New 7-29-01, Amended 11-5-02, 11-30-04, 3-27-06, 3-21-07, 6-9-08, 9-28-09, 3-13-13, 5-29-14, 7-29-*
1220 *15, 9-4-16, 7-19-17, 7-9-19, 5-20-21, 6-23-22, 8-30-23, 6-20-24, 4-9-25, _____.*

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1251 **11B-20.0017 Maintenance and Duration of Instructor Certifications.** Documentation for instructors shall be
 1252 maintained in the instructor's file at the respective training school or agency. Additionally, the training school or
 1253 agency shall submit or transmit to Commission staff, through the Commission's ATMS, an Instructor Compliance
 1254 Application, form CJSTC-84, revised August 15, 2024, effective 3/2025, hereby incorporated by reference
 1255 <https://flrules.org/Gateway/reference.asp?No=Ref-17840>, to verify compliance with the mandatory retraining
 1256 requirements. Form CJSTC-84 can be obtained at the following FDLE Internet address:
 1257 <http://www.fdle.state.fl.us/CJSTC/Publications/Forms.aspx>, or by contacting Commission staff at (850)410-8615.

1258 (1) Instructors shall successfully complete the instructional and continuing education requirements outlined
 1259 below every four years. The expiration of an instructor's certification shall be March 31st of the fourth year
 1260 following the instructor's initial certification.

1261 Example:

1262 Original Instructor Certification Date	November 21, 2009
1263 Instructor Four-year Anniversary Date	November 21, 2013
1264 Instructor Renewal Deadline	March 31, 2014

1265 (2) Instructors shall maintain Good Moral Character Standards pursuant to paragraph 11B-20.001(2)(c), F.A.C.

1266 (3) General Instructor Certification. Instructors who possess a General Instructor Certification shall instruct in
 1267 a Commission-approved Basic Recruit Training Program Course, Advanced Training Program Course, or
 1268 Specialized Training Program Course delivered at a training school, or in-service training course delivered at an
 1269 agency, once during their four-year cycle.

1270 (4) High-Liability Instructor Certification. Commission-certified Instructors who possess a High-Liability
 1271 Instructor Certification shall comply with the following requirements, once during their four-year cycle, to maintain
 1272 an active certificate for each high-liability topic:

1273 (a) Instruction of a Commission-approved Basic Recruit Training Program Course, Advanced Training
 1274 Program Course, or Specialized Training Program Course delivered at a training school, or in-service training course
 1275 delivered at an agency for each high-liability certification.

1276 (b) Successfully complete continuing education or training approved by the training center director, agency
 1277 administrator, or designee.

1278 (5) Specialized Instructor Certification. Instructors who possess a Specialized Instructor Certification shall
 1279 comply with the following requirements, once during their four-year cycle, to maintain certification:

1280 (a) Instruct in a Commission-approved Basic Recruit Training Program Course, Advanced Training Program
 1281 Course, or Specialized Training Program Course delivered at a training school, or in-service training course
 1282 delivered at an agency for each specialized topic certification.

1283 (b) Successfully complete continuing education or training approved by the training center director, agency
 1284 administrator, or designee. Breath Test Instructors shall successfully complete the corresponding Breath Test
 1285 Instructor Renewal Course and proficiency requirements outlined in Rule 11B-35.0024(4)(f) or (g), F.A.C.

1286 (6) Commission staff and Alcohol Testing Program staff responsible for the oversight of training schools are
 1287 exempt from the instructor maintenance requirements for Commission certification.

1288 (7) Lapse of Instructor Certifications.

1289 (a) Instructors who do not comply with subsections (3), (4), or (5) of this rule section shall complete the
 1290 Instructor Certification Application form CJSTC-71, and attach all required documentation pursuant to paragraphs
 1291 (7)(b)-(e) of this rule section, to request approval for reactivation of instructor certification.

1292 (b) General Instructor Certification. Instructors whose General Instructor Certification has lapsed shall
 1293 complete the General Instructor Refresher Course and an internship documented on the Instructor Competency
 1294 Checklist, form CJSTC-81.

1295

1296 (c) High-Liability Instructor Certification. Instructors whose High-Liability Instructor Certification has lapsed
 1297 for a period of four years or fewer shall:

1298 1. Demonstrate proficiency skills in the applicable high-liability topic pursuant to Rule 11B-35.0024, F.A.C.;
 1299 and

1300 2. Complete continuing education or training approved by the training center director, agency administrator,
 1301 or designee; and

1302 3. Complete a high-liability internship documented on the Instructor Competency Checklist, form CJSTC-81,
 1303 that is supervised by an instructor who is certified in the high-liability topic area.

1304 (d) High-Liability Instructor Certification. Instructors whose High-Liability Instructor Certification has lapsed
 1305 for a period of more than four years shall comply with Rule 11B-20.0014(1), F.A.C.

1306 (e) Specialized Instructor Certification. Instructors whose Specialized Instructor Certification has lapsed shall
 1307 complete an internship in the applicable specialized topic documented on form CJSTC-81.

1308 (8) Breath Test Instructors who have not met the continuing education requirement required pursuant to
 1309 paragraph (5)(b) in this rule section, shall successfully complete the corresponding Breath Test Instructor Renewal
 1310 Course prior to submitting a request for reactivation of their Breath Test Instructor Certification.

1311 (9) Breath Test Instructors who fail the Breath Test Instructor Renewal Course or Breath Test Instructor
 1312 Renewal Course-Intoxilyzer 9000 shall successfully complete the corresponding Breath Test Instructor Course and
 1313 proficiency requirements outlined in paragraph 11B-35.0024(4)(d) or (e), F.A.C., through a Commission-certified
 1314 training school, complete a Breath Test internship, and apply for Breath Test Instructor certification.

1315 *Rulemaking Authority 943.03(4), 943.12(1), 943.14(3) FS. Law Implemented 943.12(3), 943.14(3) FS. History—*
 1316 *New 7-29-01, Amended 11-5-02, 11-30-04, 3-27-06, 3-21-07, 6-9-08, 6-3-10, 3-13-13, 5-29-14, 7-29-15, 9-4-16,*
 1317 *7-19-17, 8-15-18, 6-23-22, 6-20-24, 4-9-25.*

1318	Certification of Criminal Justice Training Schools	Chapter 11B-21
1319	RULE TITLES:	RULE NOS.:
1320	1. Local Advisement and Definitions.	<u>11B-21.001</u>
1321	2. Criminal Justice Training Schools' Request for Certification, Expansion of	<u>11B-21.002</u>
1322	Certification, and Re-certification.	
1323	3. Criminal Justice Training School Requirements for Certification and Re-certification.	<u>11B-21.005</u>
1324	4. Criminal Justice Training School Satellite Facilities and Equipment Requirements.	<u>11B-21.0051</u>
1325	5. Criminal Justice Training School Disciplinary Guidelines and Revocation of Certification.	<u>11B-21.018</u>
1326	6. Criminal Justice Training School Inspections.	<u>11B-21.019</u>
1327	11B-21.001 Local Advisement and Definitions.	
1328	(1) "Training school" means those training academies and training schools that are certified by the Criminal	
1329	Justice Standards and Training Commission.	
1330	(2) "Training program(s)" means Commission-approved training administered by Commission-certified	
1331	criminal justice training schools pursuant to Rule Chapter 11B-35, F.A.C.	
1332	(3) Each training school shall establish a method for receiving advisement from the employing agencies served	
1333	by the training school. The advisement method shall consist of an established advisory committee, a Regional	
1334	Training Council, or any other method agreed upon by the training school and employing agencies in the service	
1335	area.	
1336	(4) The purpose of such advisement shall be to provide information concerning training needs, number of	
1337	trainees to be enrolled, type of training courses to be offered, effectiveness of training, expenditure of Criminal	
1338	Justice Standards and Training Trust Fund Officer Training Monies, and other information that may be useful to	
1339	training schools.	
1340	(5) Training School Customer Survey. With respect to the services provided by training schools, a Satisfaction	
1341	Survey of officer training needs shall be conducted to maintain on-going communication with criminal justice	
1342	agencies. The survey shall be conducted twice during the certification period and shall be distributed to criminal	
1343	justice agencies and returned to Commission staff for compilation of survey findings. The survey findings shall be	
1344	forwarded to the respective training schools for review and a report containing the compilation of survey findings	
1345	shall be submitted to the Criminal Justice Standards and Training Commission.	
1346	<i>Rulemaking Authority 943.03(4), 943.12(1), (2) FS. Law Implemented 943.12(5), (6), 943.25(4), (9) FS. History—</i>	
1347	<i>New 7-21-82, Amended 1-26-83, 9-1-83, 1-28-86, Formerly 11B-21.01, Amended 1-2-97, 7-7-99, 11-5-02, 11-30-04,</i>	
1348	<i>3-27-06.</i>	

1349 **11B-21.002 Criminal Justice Training Schools' Request for Certification, Expansion of Certification, and**
1350 **Re-certification.**

1351 (1) Training organizations requesting Commission certification, re-certification, or expansion of a current
1352 certification shall apply to the Commission by submitting to Commission staff a completed Training School
1353 Certification, Re-certification, or Expansion of Certification Application, form CJSTC-29, revised November 6,
1354 2014, effective 7-2015, hereby incorporated by reference, [https://www.flrules.org/Gateway/reference.asp?No=Ref-](https://www.flrules.org/Gateway/reference.asp?No=Ref-05628)
1355 [05628](https://www.flrules.org/Gateway/reference.asp?No=Ref-05628). Form CJSTC-29 shall reflect that certification is for the training organization requesting the certification, re-
1356 certification, or expansion of a current certification. Form CJSTC-29 can be obtained at the following FDLE
1357 Internet address: <http://www.fdle.state.fl.us/CJSTC/Publications/Forms.aspx>, or by contacting Commission staff at
1358 (850) 410-8615.

1359 (2) Pursuant to Section 943.12(3), F.S., the Commission shall authorize the issuance of certificates to criminal
1360 justice training schools. A training school shall be categorized as a type "A," "B," or "C," certification and assigned
1361 one of the following certification codes:

1362 (a) Type "A" certification grants a training school the authority to deliver Commission-approved Basic Recruit
1363 Training Program Courses for law enforcement, correctional, and correctional probation officers, and Commission-
1364 approved Advanced and Specialized Training Program Courses outlined in Rule Chapter 11B-35, F.A.C.

1365 (b) Type "B" certification grants a training school the authority to deliver Commission-approved Basic Recruit
1366 Training Program Courses for law enforcement and Commission-approved Advanced and Specialized Training
1367 Program Courses outlined in Rule Chapter 11B-35, F.A.C.

1368 (c) Type "C" certification grants a training school the authority to deliver Commission-approved Basic Recruit
1369 Training Program Courses for correctional and correctional probation officers, and Commission-approved Advanced
1370 and Specialized Training Program outlined in Rule Chapter 11B-35, F.A.C.

1371 (3) Request for Training School Initial Certification.

1372 (a) The training organization requesting initial certification shall obtain approval from the Regional Training
1373 Council in its area prior to applying for an initial certification, via a Training School Certification, Re-certification,
1374 or Expansion of Certification Application form CJSTC-29.

1375 (b) A training needs analysis shall be conducted by Commission staff for the region or local training area to be
1376 served by the organization requesting certification. An inspection shall be conducted of the training organization to
1377 ensure compliance with the requirements for certification pursuant to Rule 11B-21.005, F.A.C. An application for
1378 certification of a training organization shall be denied by the Commission for any training organization that does not
1379 demonstrate that a training need exists in the region or local training area intended to be served by the training
1380 organization or does not comply with the requirements set forth in Rule 11B-21.005, F.A.C.

1381 (c) A training organization shall receive a notice of intent to approve or deny certification. If a request for
1382 certification is denied, the notice shall specify the grounds for the denial, and the denial shall be conducted pursuant
1383 to Chapter 120, F.S. A training organization that has been denied Commission certification as a training school may
1384 reapply or petition the Commission after such action is effective. The Commission shall require a hearing, at which
1385 time the affected training organization shall show cause why its application for certification should be accepted, or
1386 its petition granted.

1387 (d) Commission approval of a training school for delivery of Commission training shall continue in effect until
1388 the next recertification date pursuant to paragraph 11B-21.002(5)(a), F.A.C.

1389 (4) Request for Expansion for Certification. A training school that requests expansion of its certification shall
1390 follow the procedures in subsection 11B-21.002(3), F.A.C. The expansion portion of the certification shall be
1391 treated as an initial certification. The certification expiration date of the expansion shall remain the same as the
1392 current expiration date.

1394 (5) Request for Commission Re-certification.

1395 (a) A training school that requests continued certification by the Commission shall submit a completed
1396 Criminal Justice Training School Certification, Re-certification or Expansion of Certification Application form
1397 CJSTC-29, to Commission staff no later than January 1st of the year the certification expires. Recertification dates
1398 for training schools shall be July 1, 2006, then July 1, 2010, and every five years thereafter.

1399 (b) A training school that requests continued certification by the Commission shall be officially evaluated by a
1400 Commission-appointed certification team to determine compliance with Commission rules regarding certificate
1401 renewal. The Commission shall deny an application for certification of a training school if the training school has
1402 had its certification revoked pursuant to Rule 11B-21.018, F.A.C.

1403 (c) The certification team shall report its findings to the Commission, along with a formal recommendation
1404 regarding the training schools request for re-certification. The certification team shall be comprised of Commission
1405 staff and one individual appointed by the Chairman of the training school's Local Advisory Committee, or if there is
1406 no Local Advisory Committee, the Chairman of the training school's Regional Training Council.

1407 (d) A training school shall be given a notice of intent to approve or deny certification. If certification is denied,
1408 the notice shall specify the grounds for denial. The denial of an application for renewal of certification shall be
1409 conducted pursuant to Chapter 120, F.S. The Commission shall request a hearing and the affected training school
1410 shall be required to show cause why its application for renewal of certification should be accepted, or its petition
1411 granted.

1412 *Rulemaking Authority 943.03(4), 943.12(1), (2) FS. Law Implemented 943.12(3), 943.14 FS. History--New 7-21-82,*
1413 *Amended 1-28-86, Formerly 11B-21.02, Amended 12-13-92, 1-2-97, 7-7-99, 8-22-00, 11-5-02, 11-30-04, 3-21-07,*
1414 *6-9-08, 9-28-09, 3-13-13, 7-29-15,9-4-16.*

1415 **11B-21.005 Criminal Justice Training School Requirements for Certification and Re-certification.**
1416 Training Schools certified by the Commission shall comply with the following requirements:
1417 (1) Provide criminal justice training to criminal justice agencies and officers in its service area.
1418 (2) Comply with the requirements set forth in Rule Chapter 11B-35, F.A.C., when delivering Commission-
1419 approved training.
1420 (3) Classroom Facility and Equipment Requirements. Comply with the classroom facility and equipment
1421 requirements set forth in the Training School Classroom Facility Requirements, form CJSTC-205, revised August
1422 15, 2024, effective 3/2025, hereby incorporated by reference [https://flrules.org/Gateway/reference.asp?No=Ref-](https://flrules.org/Gateway/reference.asp?No=Ref-17841)
1423 [17841](https://flrules.org/Gateway/reference.asp?No=Ref-17841). Form CJSTC-205 can be obtained at the following FDLE Internet address:
1424 <http://www.fdle.state.fl.us/CJSTC/Publications/Forms.aspx>, or by contacting Commission staff at (850) 410-8615.
1425 (4) Driving Range Facility, Equipment, and Instructor to Student Ratio Requirements.
1426 (a) When conducting Commission-approved vehicle operations training, comply with the driving range
1427 facility, equipment, and instructor to student ratio requirements set forth in subsection 11B-35.0021(8), F.A.C., and
1428 in the Driving Range Facility and Equipment Requirements, form CJSTC-202, revised ~~August 15, 2024, effective~~ effective
1429 August 15, 2024, effective 3/2025, hereby incorporated by reference ~~[https://flrules.org/Gateway/reference.asp?No=Ref-](https://flrules.org/Gateway/reference.asp?No=Ref-17842)~~
1430 ~~[17842](https://flrules.org/Gateway/reference.asp?No=Ref-17842)~~. Form CJSTC-202 can be obtained at the following FDLE Internet address:
1431 <http://www.fdle.state.fl.us/CJSTC/Publications/Forms.aspx>, or by contacting Commission staff at (850) 410-8615.
1432
1433 (b) Deviation from the Standard Driving Range. Should any driving range proposed for construction after July
1434 1, 1988, deviate from the standards set forth in form CJSTC-202, plans for such construction shall be submitted to
1435 Commission staff for initial review, and then to the Commission for final approval or disapproval. Justification for
1436 such construction shall include a statement of explanation and supporting documentation justifying the need to
1437 deviate from the established standard. A recommendation for deviation from the Commission's driving facility
1438 requirement shall ensure that vehicle operation training exercises can be safely and effectively performed.
1439 (5) Defensive Tactics Facility, Equipment, and Instructor to Student Ratio Requirements. When conducting
1440 Commission-approved defensive tactics training, comply with the defensive tactics equipment, facility, and
1441 instructor to student ratio requirements set forth in subsection 11B-35.0021(8), F.A.C., and in the Defensive Tactics
1442 Facility and Equipment Requirements, form CJSTC-203, revised August 15, 2024, effective 3/2025, hereby
1443 incorporated by reference <https://flrules.org/Gateway/reference.asp?No=Ref-17843>. Form CJSTC-203 can be
1444 obtained at the following FDLE Internet address: <http://www.fdle.state.fl.us/CJSTC/Publications/Forms.aspx>, or by
1445 contacting Commission staff at (850) 410-8615.
1446

Commented [GJ2]:

11B-21.005(4)(a):

Description of the Revision: Incorporates the revised Driving Range Facility Requirements, form CJSTC-202.

Why the rule is being revised: Incorporates the revised Driving Range Facility Requirements, form CJSTC-202, to update the number and color of traffic cones required for training school driving ranges.

Revised by: Madeline Aultman

1447 (6) Firing Range Facility, Equipment, and Instructor to Student Ratio Requirements. When conducting
 1448 Commission-approved firearms training, comply with the firing range equipment, facility, and instructor to student
 1449 ratio requirements set forth in subsection 11B-35.0021(8), F.A.C., and in the Firing Range Facility and Equipment
 1450 Requirements, form CJSTC-201, revised August 14, 2025, effective 5/2026, hereby incorporated by reference
 1451 <http://flrules.org/Gateway/reference.asp?No=Ref-19446>. Form CJSTC-201 can be obtained at the following FDLE
 1452 Internet address: <http://www.fdle.state.fl.us/CJSTC/Publications/Forms.aspx>, or by contacting Commission staff at
 1453 (850) 410-8615. Firearms training shall be supervised directly by a Commission-certified handgun, rifle, or shotgun
 1454 instructor, as appropriate, and the instructor shall have access to at least one firearms range designed for criminal
 1455 justice firearms instruction.

1456 (7) First Aid Facility, Equipment, and Instructor to Student Ratio Requirements. When conducting
 1457 Commission-approved first aid training, comply with the first aid equipment, facility, and instructor to student ratio
 1458 requirements set forth in subsection 11B-35.0021(8), F.A.C., and in the First Aid Instructional Requirements, form
 1459 CJSTC-208, revised August 15, 2024, effective 3/2025, hereby incorporated by reference
 1460 <https://flrules.org/Gateway/reference.asp?No=Ref-17845>. Form CJSTC-208 can be obtained at the following FDLE
 1461 Internet address: <http://www.fdle.state.fl.us/CJSTC/Publications/Forms.aspx>, or by contacting Commission staff at
 1462 (850) 410-8615.

1463 (8) Staffing Requirements. Comply with the personnel requirements set forth in the Staffing Requirements,
 1464 form CJSTC-204, revised August 15, 2024, effective 3/2025, hereby incorporated by reference
 1465 <https://flrules.org/Gateway/reference.asp?No=Ref-17846>. Form CJSTC-204 can be obtained at the following FDLE
 1466 Internet address: <http://www.fdle.state.fl.us/CJSTC/Publications/Forms.aspx>, or by contacting Commission staff at
 1467 (850) 410-8615. The following specifications shall be met:

1468 (a) One full-time salaried criminal justice training center director designated by a training school, and
 1469 employed on a 12-month calendar with faculty or administrative status, whose responsibilities are the management
 1470 and quality control of the Commission-approved training programs and do not include a teaching assignment. Any
 1471 additional administrative responsibilities or any instructional responsibilities shall not be undertaken by the director
 1472 upon a finding that such additional responsibilities interfere with the director's effective management of the training
 1473 school. A training center director or interim training center director initially employed on or after July 1, 1990, shall
 1474 at minimum, hold a bachelor's degree from an accredited college or university, and possess no less than two years'
 1475 experience in the criminal justice field. Training center directors shall be responsible for the scheduling,
 1476 presentation, and management of Commission-approved training programs, which shall include preparation of
 1477 required reports and records, assuring quality of instruction, administration, and security of examinations. A
 1478 training center director's designee shall be employed full-time with faculty or administrative status, whose
 1479 responsibilities are the management and quality control of Commission-approved training.

1480 (b) At least one full-time clerk or administrative assistant assigned to report to the training center director,
 1481 whose responsibilities are limited to providing clerical and administrative assistance to the director. Two or more
 1482 individuals may perform such clerk or administrative assistant duties, if the aggregate personnel time dedicated to
 1483 these duties is equivalent, at minimum, to a full-time position.

1484 (c) At least two full-time criminal justice training instructor or instructional coordinator positions assigned to
 1485 report solely to the training center director for training schools with a Type "A" certification. One coordinator
 1486 position can be composed of two or more instructional coordinators, provided the aggregate personnel time
 1487 dedicated to these duties is equivalent to one full-time position. A training school with a Type "B" or "C"
 1488 certification shall have at least one full-time criminal justice training instructor or instructor coordinator position
 1489 assigned to report solely to the training center director. In the absence of the director, at least one full-time
 1490 instructor, instructional coordinator, or other individual specifically designated by the director shall be accessible
 1491 while criminal justice training is being administered and shall be responsible for quality control.

1492 (9) Comply with the instructor certification requirements set forth in Rule Chapter 11B-20, F.A.C., when
 1493 delivering Commission-approved training.

1494

1495 (10) Basic Abilities Testing Requirements pursuant to Rule 11B-35.0011, F.A.C., and Section 943.17(1)(g),
 1496 F.S. Effective January 1, 2002, training schools certified by the Commission that provide Commission-approved
 1497 Basic Recruit Training Programs shall:

1498 (a) Adopt a Commission-approved basic abilities test as an entry requirement into a Law Enforcement or
 1499 Correctional Basic Recruit Training Program. Correctional Probation Officers and individuals applying for a Law
 1500 Enforcement Basic Recruit Training Program that are veterans as defined in Section 1.01(14), F.S., or hold an
 1501 associate degree or higher from an accredited college or university are exempt from taking the basic abilities test.

1502 (b) Require, for admission into a Commission-approved Basic Recruit Training Program, a passing score from
 1503 a Commission-approved basic abilities test, which shall be accepted by any training school. A passing score is valid
 1504 four years from the date of the test.

1505 (c) Not exempt a student from taking a Commission-approved basic abilities test unless otherwise noted in
 1506 subsection 11B-21.005(10)(a), F.A.C.

1507 (11) Comply with criminal history background requirements as set forth in subsection 11B-27.00211(4), F.A.C.,
 1508 and Section 943.14(7), F.S.

1509 (12) Comply with requirements for notification of changes in requirements for certification. Training schools
 1510 with changes in staff and facilities during the school's active certification period shall:

1511 (a) Provide notification to Commission staff, in writing or via e-mail to your field specialist, of any changes in
 1512 the training school's staffing requirements, pursuant to subsection 11B-21.005(8), F.A.C., within 10 working days
 1513 upon hiring or separation of personnel.

1514 (b) Provide notification to Commission staff, in writing or via e-mail, of any changes in the training school's
 1515 facility requirements. Such notification shall include locations by the type of facility and street address, and certify
 1516 in writing to Commission staff that the facility is in compliance with Rule 11B-21.005, F.A.C.

1517 1. Training schools shall notify Commission staff of any changes in facility sites and the site's compliance
 1518 with the Commission's requirements, thirty days prior to delivering training or immediately upon scheduling when
 1519 under thirty days.

1520 2. Driving ranges, firearms ranges, and defensive tactics facilities shall not be used for Commission training
 1521 until approved by Commission staff.

1522 *Rulemaking Authority 943.03(4), 943.12(1), (2) FS. Law Implemented 943.12(2), (3), (8), 943.14, 943.17(1)(g) FS.*
 1523 *History—New 7-21-82, Formerly 11B-21.05, Amended 1-28-86, 8-30-89, 12-24-89, 6-3-91, 12-13-92, 1-2-97, 7-7-99,*
 1524 *8-22-00, 7-29-01, 11-5-02, 11-30-04, 3-27-06, 3-21-07, 6-9-08, 9-28-09, 5-21-12, 3-13-13, 5-29-14, 9-4-16, 8-15-*
 1525 *18, 5-20-21, 6-23-22, 8-30-23, 6-20-24, 4-9-25, 6-4-26.*

1526

1527 **11B-21.0051 Criminal Justice Training School Satellite Facilities and Equipment Requirements.**

1528 (1) A satellite facility shall be defined as a training facility or location that is not part of the immediate
 1529 premises of a training school and is not used to comply with a training school's certification requirements. A high-
 1530 liability satellite training facility shall comply with the facility and equipment requirements set forth in subsection
 1531 11B-21.019(1), F.A.C.

1532 (2) Such training schools utilizing satellite training facilities, inclusive of high-liability facilities, to deliver
 1533 training, shall:

1534 (a) Provide notification, in writing, via e-mail, or telephonic communication, pursuant to subsection
 1535 11B-35.001(2), F.A.C.

1536 (b) Identify active satellite locations by the type of facility and street address, and certify in writing to
 1537 Commission staff prior to July 1 of each fiscal year that its designated satellite training facility complies with Rule
 1538 11B-21.005, F.A.C. Training schools shall notify Commission staff of any new satellite sites and the satellite site's
 1539 compliance with the Commission's requirements, prior to delivering training, or immediately upon scheduling the
 1540 course when under thirty days. Prior to utilizing a satellite training facility, pursuant to Rule 11B-21.005, F.A.C., a
 1541 driving range, firearms range, and defensive tactics facility shall comply with the equipment and facility
 1542 requirements, and shall not be used for Commission training until approved by Commission staff.

1543 (c) Comply with the requirements of Rule 11B-21.005, F.A.C., for the delivery of training at satellite sites.
 1544 Only those sites that submit notification to Commission staff, set forth in subsection 11B-35.001(2), F.A.C.,
 1545 regarding notification of scheduled courses, shall be approved to instruct training at a satellite facility.

1546 (d) Obtain approval from the affected Regional Training Council(s) and local training school prior to delivery
 1547 of training at a satellite site outside its service area. Notification of such action shall be submitted to Commission
 1548 staff.

1549 *Rulemaking Authority 943.03(4), 943.12(1), (2) FS. Law Implemented 943.12(3), (7), 943.14, 943.17(1)(g) FS.*
 1550 *History--New, 11-5-02. Amended 11-30-04.*

1551 **11B-21.018 Criminal Justice Training School Disciplinary Guidelines and Revocation of Certification.**

1552 (1) The certification of a training school shall be revoked, suspended, or placed on probation if any of the

1553 following violations occur:

1554 (a) Failure to maintain compliance with training school requirements pursuant to Rule 11B-21.005, F.A.C.

1555 (b) Failure to comply with Rule Chapter 11B-18, F.A.C., that regulates the administration, expenditure, and

1556 accounting of Criminal Justice Standards and Training Trust Fund Officer Training Monies.

1557 (c) Failure to notify the Commission of acts committed by Commission-certified training instructors that

1558 constitute grounds for revocation of instructor certification pursuant to Rule 11B-20.0012, F.A.C.

1559 (d) Failure to comply with trainee attendance and performance standards pursuant to subsections 11B-

1560 35.001(10) and (12), F.A.C.

1561 (e) Failure to comply with Criminal Justice Standards and Training Commission rules that regulate training

1562 pursuant to Rule Chapters 11B-21, 11B-30, and 11B-35, F.A.C.

1563 (2) Information obtained from a written complaint or other documentation, shall be used by the Commission to

1564 determine whether probable cause exists to justify the initiation of administrative action against the training school's

1565 certificate. Should a Commission Probable Cause Determination Hearing find probable cause to believe that the

1566 training school has committed a violation of Commission rules, the Commission shall:

1567 (a) Issue an Administrative Complaint, or

1568 (b) Resolve the case pursuant to Section 120.569, F.S.

1569 (3) Should the Commission revoke the certification of a training school, Commission staff shall schedule an

1570 audit and inventory pursuant to Sections 943.12(3) and 943.25(3), F.S., of class file documentation, monies,

1571 equipment, and property that have been acquired by the training school with Criminal Justice Standards and

1572 Training Trust Fund Officer Training Monies. The audit and inventory shall be conducted within thirty calendar

1573 days from the date the Commission took action on the training school's certification, and:

1574 (a) A training school shall submit to Commission staff unexpended Criminal Justice Standards and Training

1575 Trust Fund Officer Training Monies for deposit into the trust fund within thirty calendar days of the date of the audit

1576 and inventory.

1577 (b) A training school shall transfer equipment and property acquired with Criminal Justice Standards and

1578 Training Trust Fund Officer Training Monies to Commission staff within thirty calendar days of the audit and

1579 inventory completion date.

1580 (c) A training school shall submit to Commission staff class file records necessary to verify student attendance

1581 and performance for Commission-approved training conducted by a training school, or provide written

1582 documentation that the training school shall honor all requests for information and verification of data contained in

1583 the class files.

1584 (d) Commission staff shall coordinate with representatives of the affected Regional Training Council to

1585 schedule appropriate disposition of Officer Training Monies, trust fund equipment and property, and criminal justice

1586 training class file records.

1587 (4) A training school whose Commission certification has been revoked may reapply or petition the

1588 Commission for certification pursuant to the provisions of paragraph 11B-21.002(5)(d), F.A.C.

1589 *Rulemaking Authority 943.03(4), 943.12(1), (2) FS. Law Implemented 943.12(3), 943.14, 943.25(3) FS. History—*

1590 *New 10-17-90, Amended 12-13-92, 8-7-94, 1-2-97, 7-7-99, 8-22-00, 11-5-02, 11-30-04, 6-9-08, 9-4-16, 8-15-18.*

1591

1592 **11B-21.019 Criminal Justice Training School Inspections.** Section 943.12(3), F.S., authorizes the Criminal
1593 Justice Standards and Training Commission to issue certificates to criminal justice training schools. These training
1594 schools shall abide by the requirements for administration and instruction of Commission-approved training
1595 pursuant to Rule Chapters 11B-21 and 11B-35, F.A.C.

1596 (1) A comprehensive inspection of training schools shall be conducted annually no later than December 31 of
1597 each year, by Commission staff or the training center director or designee, to ensure compliance with Rules
1598 11B-21.005 and 11B-21.0051, F.A.C. Commission staff shall conduct a comprehensive inspection of the training
1599 schools during the second year of the five-year training school certification period and in conjunction with the five-
1600 year training school recertification, pursuant to paragraph 11B-21.002(5)(b), F.A.C. The training center director or
1601 designee shall conduct a comprehensive inspection of their training school during each of the remaining years of the
1602 training school certification period. When the training center director or designee conducts an inspection, the
1603 training center director or designee shall complete, sign, and forward to Commission staff, the following applicable
1604 form(s):

- 1605 (a) Firing Range Facility and Equipment Requirements form CJSTC-201.
1606 (b) Driving Range Facility and Equipment Requirements form CJSTC-202.
1607 (c) Defensive Tactics Facility and Equipment Requirements form CJSTC-203.
1608 (d) First Aid Instructional Requirements form CJSTC-208.

1609 (2) Random inspections shall be conducted by Commission staff of classroom facilities, courses in session,
1610 staffing requirements, statute and rule compliance, and shall be documented on the following applicable form(s):

1611 (a) Training School Contact Report, form CJSTC-200, revised August 15, 2024, effective 3/2025, hereby
1612 incorporated by reference, <https://flrules.org/Gateway/reference.asp?No=Ref-17850>. Form CJSTC-200 can be
1613 obtained at the following FDLE Internet address: <http://www.fdle.state.fl.us/CJSTC/Publications/Forms.aspx>, or by
1614 contacting Commission staff at (850) 410-8615.

1615 (b) Staffing Requirements form CJSTC-204.

1616 (c) Training School Classroom Facility Requirements form CJSTC-205.

1617 (3) The training center director or designee will notify Commission staff immediately if any areas of non-
1618 compliance are noted during the annual inspection. Training schools shall correct the areas of non-compliance
1619 within 30 days from the date the training center director or designee conducts the inspection or the date the training
1620 schools are notified by Commission staff. All areas of non-compliance shall be corrected ~~or~~ prior to the subsequent
1621 use of the facilities for delivery of training.

1622 (4) Commission staff shall conduct a re-inspection of the areas of non-compliance that were recorded on the
1623 form(s) to ensure corrective action has taken place and shall complete a Non-Compliance Follow-up Report, form
1624 CJSTC-206, revised August 15, 2024, effective 3/2025, hereby incorporated by reference,
1625 <https://flrules.org/Gateway/reference.asp?No=Ref-17851>. Form CJSTC-206 can be obtained at the following FDLE
1626 Internet address: <http://www.fdle.state.fl.us/CJSTC/Publications/Forms.aspx>, or by contacting Commission staff at
1627 (850) 410-8615.

1628 (5) The Commission chairperson shall be notified of continued non-compliance of training schools regarding
1629 "deficiency(ies)" recorded and "complaint(s)" opened pursuant to the disciplinary provisions of Rule 11B-21.018,
1630 F.A.C. Notification of an "Official Inquiry" shall be provided to the training school.

1631 (6) Findings resulting from the Commission's complaint process shall be used by the Commission in
1632 determining whether probable cause exists to issue an administrative complaint seeking revocation of a certificate,
1633 or a statement denying a request for certification or re-certification.

1634 *Rulemaking Authority 943.03(4), 943.12(1), (2) FS. Law Implemented 943.12(3), 943.14 FS. History--New, 11-5-*
1635 *02, Amended 11-30-04, 6-9-08, 9-4-16, 4-9-25.*

1636	Certification and Employment or Appointment	Chapter 11B-27
1637	RULE TITLES:	RULE NOS.:
1638	1. Moral Character.	<u>11B-27.0011</u>
1639	2. Certification, Employment or Appointment, Reactivation, and	<u>11B-27.002</u>
1640	Terminating Employment or Appointment of Officers.	
1641	3. High School Graduation or Equivalent.	<u>11B-27.0021</u>
1642	4. Fingerprint Processing and Criminal Record Results.	<u>11B-27.00211</u>
1643	5. Maintenance of Officer Certification.	<u>11B-27.00212</u>
1644	6. Temporary Employment Authorization.	<u>11B-27.00213</u>
1645	7. Background Investigations.	<u>11B-27.0022</u>
1646	8. Controlled Substance Testing Procedures.	<u>11B-27.00225</u>
1647	9. Duty to Report, Investigations, Procedures	<u>11B-27.003</u>
1648	10. Probable Cause Determination.	<u>11B-27.004</u>
1649	11. Revocation or Disciplinary Actions; Disciplinary Guidelines; Range	<u>11B-27.005</u>
1650	of Penalties; Aggravating and Mitigating Circumstances.	
1651	12. Denial of Certification.	<u>11B-27.007</u>
1652	13. Canine Team Certification.	<u>11B-27.013</u>
1653	14. Implementation of the Law Enforcement Officers Safety Act of 2004.	<u>11B-27.014</u>
1654	11B-27.0011 Moral Character.	
1655	(1) For the purpose of certification, employment, or appointment, pursuant to procedures established by	
1656	paragraph 11B-27.002(1)(g) and Rule 11B-27.00225, F.A.C., the employing agency is responsible for conducting a	
1657	thorough background investigation to determine the moral character of an applicant, pursuant to Section 943.13(7),	
1658	F.S.	
1659	(2) The unlawful use of any controlled substances pursuant to Rule 11B-27.00225, F.A.C., by an applicant for	
1660	certification, employment, or appointment, at any time proximate to the submission of application for certification,	
1661	employment, or appointment, conclusively establishes that the applicant is not of good moral character pursuant to	
1662	Section 943.13(7), F.S. The unlawful use of any controlled substances specified in Rule 11B-27.00225, F.A.C., by	
1663	an applicant may or may not conclusively establish that the applicant is not of good moral character pursuant to	
1664	Section 943.13(7), F.S., depending upon the type of controlled substance used, the frequency of use, and the age of	
1665	the applicant at the time of use. Nothing in this rule chapter is intended to restrict the requirements of Section	
1666	943.13(7), F.S., to controlled substance use only.	
1667	(3) Upon written request and submission of materials, the Commission shall evaluate the qualification of an	
1668	applicant to determine compliance with "good moral character" pursuant to this rule section. Written materials	
1669	submitted to the Commission upon request for reinstatement of certification shall include, if available, all prior	
1670	Commission disciplinary records, agency disciplinary records, victim statement(s), or citizen input. The Notice of	
1671	Petition for reinstatement shall be published in the Florida Administrative Register or in the jurisdiction of the	
1672	petitioning agency.	
1673	(4) For the purposes of the Criminal Justice Standards and Training Commission's implementation of any of	
1674	the penalties specified in Section 943.1395(6) or (7), F.S., a certified officer's failure to maintain good moral	
1675	character required by Section 943.13(7), F.S., is defined as:	
1676	(a) The perpetration by an officer of an act that would constitute any felony offense, whether criminally	
1677	prosecuted or not.	

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Certification and Employment or Appointment:
Moral Character

1678 (b) Except as otherwise provided in Section 943.13(4), F.S., a plea of guilty, an adjudication of guilt, or a
1679 verdict of guilty after a criminal trial for any of the following misdemeanor or criminal offenses, notwithstanding
1680 any suspension of sentence or withholding of adjudication, or the perpetration by an officer of an act that would
1681 constitute any of the following misdemeanor or criminal offenses whether criminally prosecuted or not:

1682 1. Sections 316.193, 316.1939, 327.35, 365.16(1)(c),(d), 414.39, 499.03, 741.31, 784.011, 784.03, 784.047,
1683 784.048, 784.05, 784.049(3)(a), 784.046(15), 790.01, 790.10, 790.15, 790.27, 794.027, 796.07, 800.02, 800.03,
1684 806.101, 806.13, 810.08, 810.14, 812.014, 810.145, 812.015, 812.14, 817.235, 817.49, 817.563, 817.565, 817.61,
1685 817.64, 827.04, 828.12, 831.30, 831.31(1)(b), 832.05, 836.12(2), 837.012, 837.05, 837.055, 837.06, 839.13, 839.20,
1686 843.02, 843.03, 843.06, 843.085, 847.011, 856.021, 870.01, 893.13, 893.147, 901.36, 914.22, 934.03, 934.425,
1687 944.35, 944.37, 944.39, 944.47, and 951.22, F.S.

1688 2. Any principal, accessory, attempt, solicitation, or conspiracy, pursuant to Chapter 777, F.S., which had the
1689 crime been committed or completed would have been a felony offense; or

1690 3. The perpetration of an act in any jurisdiction other than the State of Florida, which if committed in the State
1691 of Florida would constitute any offense listed in this rule section.

1692 (c) The perpetration by an officer of acts or conduct that constitute the following offenses:

1693 1. Excessive use of force, defined as a use of force on a person by any officer that is not justified under
1694 Sections 776.05 or 776.07, F.S., or a use of force on an inmate or prisoner by any correctional officer that would not
1695 be authorized under Section 944.35(1)(a), F.S.

1696 2. Misuse of official position, defined by Section 112.313(6), F.S.

1697 3. Having an unprofessional relationship with an inmate, detainee, probationer or parolee, or community
1698 controllee. An unprofessional relationship is defined as:

1699 a. Having written or oral communication with an inmate, detainee, probationer or parolee, or community
1700 controllee that is intended to facilitate conduct prohibited by this rule section; or

1701 b. Engaging in physical contact not required in the performance of official duties, and is defined as kissing,
1702 fondling of the genital area, buttocks, or breasts, massaging or similar touching, holding hands, any other physical
1703 contact normally associated with the demonstration of affection or sexual misconduct as applied to all certifications,
1704 which is defined in Section 944.35(3), F.S.

1705 c. Engaging in a romantic association with an inmate, detainee, probationer, parolee, or community controllee.
1706 "Romantic association" is defined as the exchange of telephone calls, pictures, letters, greeting cards, or any other
1707 form of oral or written communication which expresses feelings or thoughts of affection or the desire to engage in a
1708 romantic relationship whether emotional or physical. This subsection shall not apply to an officer who is legally
1709 married to an inmate, detainee, probationer or parolee, or community controllee in the community, nor does it apply
1710 to any officer who has no knowledge, or reason to believe, that the person with whom the officer has engaged in a
1711 romantic association is an inmate, detainee, probationer or parolee, or community controllee.

1712 4. Sexual harassment pursuant to and consistent with decisions interpreting 29 C.F.R. 1604.11, including
1713 unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature,
1714 when:

1715 a. Submission to such conduct is made either explicitly or implicitly a term or condition of an individual's
1716 employment; or

1717 b. Submission to or rejection of such conduct by an individual is used as the basis for employment decisions
1718 affecting such individual; or

1719 c. Such conduct has the purpose or effect of unreasonably interfering with an individual's work performance
1720 or creating an intimidating, hostile, or offensive working environment.

1721 5. Engaging in oral, anal, or vaginal penetration by, or union with, the sexual organ of another person or
1722 engaging in anal or vaginal penetration by any other object while on duty, or at any time the officer is acting under
1723 the color of authority as a Commission-certified criminal justice officer, and not done for a bona fide medical
1724 purpose or in the lawful performance of the officer's duty.

- 1725 6. False statements during the employment application process.
- 1726 7. Conduct that subverts or attempts to subvert the State Officer Certification Examination process pursuant to
1727 Rule 11B-30.009, F.A.C.
- 1728 8. Conduct that subverts or attempts to subvert the Basic Abilities Test process pursuant to subsection
1729 11B-35.0011(1), F.A.C.
- 1730 9. Conduct that subverts or attempts to subvert the examination process for Commission-approved training at
1731 a Commission-certified training school or an employing agency promotional examination process which shall
1732 include the following:
- 1733 a. Removing from the examination room any of the examination materials.
- 1734 b. Reproducing or reconstructing any portion of the examination.
- 1735 c. Aiding by any means in the reproduction of any portion of the examination.
- 1736 d. Selling, distributing, buying, receiving, or having unauthorized possession of any portion of a past, current,
1737 or future examination.
- 1738 e. Communication with any other examinee during the administration of the examination.
- 1739 f. Copying answers from another examinee, or intentionally allowing one's answers to be copied by another
1740 examinee during the administration of the examination.
- 1741 g. Having in one's possession during the administration of the examination, any books, notes, written or
1742 printed materials, or data of any kind, not supplied as part of, or required for, the test administration.
- 1743 h. Falsifying or misrepresenting information required for admission to the examination.
- 1744 i. Impersonating an examinee.
- 1745 j. Having an impersonator take the examination on one's behalf.
- 1746 k. Disrupting the test administration.
- 1747 l. Revealing the test questions or other information that would compromise the integrity of the examination.
- 1748 10. Any overt, conspicuous, or public act of a sexual or simulated sexual nature which is likely to be observed
1749 by others.
- 1750 11. Any willful and offensive exposure or exhibition of his or her sexual organs in public or on the private
1751 premises of another or so near thereto as to likely be seen except in any place provided or set apart for that purpose.
- 1752 12. Willful failure of the agency administrator to comply with Chapter 943, F.S., as it pertains to the Criminal
1753 Justice Standards and Training Commission or Commission rules.
- 1754 13. Intentional abuse of a Temporary Employment Authorization, pursuant to Section 943.131(1), F.S.
- 1755 14. Misuse of Electronic Database. Willfully and knowingly accessing an electronic database within the trust
1756 of an officer, by using said database to access restricted information for an illegitimate or personal purpose with bad
1757 intent. Bad intent may be evidenced by:
- 1758 a. A pattern of misuse that demonstrates improper accesses or violations.
- 1759 b. If the violation occurred after the officer received agency or Commission discipline for improperly
1760 accessing a computer database, or after the officer received formal training on the database(s) that includes
1761 provisions on the improper use of said database(s).
- 1762 c. The existence of a current or past non-amicable or otherwise contentious relationship between the officer
1763 and the subject of the query, or when the purpose of the query is to identify person(s) linked or associated to said
1764 relationship.
- 1765 d. Pre-textual queries based on age, race, sex, gender, or other personal identifying characteristics.
- 1766 e. Any additional action taken by the officer as a result of the information obtained from the query, for
1767 example, retaining, copying, or reproducing the information obtained from the query, or disseminating information
1768 not listed as confidential or exempt in Chapter 119, Florida Statutes, obtained as a result of the query.
- 1769

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Certification and Employment or Appointment:
Moral Character

15. Discriminatory Conduct:

a. The perpetration by the officer of either a course of conduct or a single egregious act that evidences discriminatory conduct based on race, color, religion, sex, pregnancy, national origin, age, handicap, or sexual orientation, which does not involve an expression of public concern, and which causes a clear and substantial belief in the mind of a reasonable person that the officer cannot perform the duties of office in a fair and impartial manner, with respect for the rights of others and laws of the state and nation; or

b. Knowingly, willfully, and actively participating in any activity committed with the intent to benefit, promote, or further the interests of a "hate group", as defined in Section 874.03(6), Florida Statutes.

c. For the purposes of this section, an expression of public concern shall mean an expression by an individual as a citizen that relates to any matter of political, social, or other concern of the community. Expressions of public concern are determined by the content, form, and context of the given act or course of conduct, viewed by the totality of the record.

(d) A certified officer's unlawful injection, ingestion, inhalation, or other introduction of any controlled substance, as defined in Section 893.03, F.S., into his or her body as evidenced by a drug test in accordance with Sections 112.0455, 440.102, or 944.474, F.S.

(5) A certified officer's failure to maintain good moral character as defined in subsection (4) of this rule section by committing a violation involving perjury or false statement in a court proceeding, shall not include a statement which was recanted. If the violation involving perjury or false statement is alleged to have occurred in the performance of regularly required work duties or the course of an administrative or disciplinary investigation, a certified officer's failure to maintain good moral character as defined in subsection (4) of this rule section shall not include a statement in which the officer making the statement conceded such statement to be false prior to the employing agency's conclusion of the internal affairs investigation in which the false statement related to a material fact or within 10 calendar days of making the false statement, whichever occurs first. For purposes of this subsection, the employing agency's internal affairs investigation shall be deemed to be at a conclusion upon the investigator's execution of the statement required by Section 112.533(1)(a)2., F.S.

(6) The employing agency shall forward to the Commission the agency's investigative report pursuant to procedures established in Rule 11B-27.003, F.A.C., when an allegation has been made that an officer has failed to maintain good moral character, as defined in subsection (4) of this rule section, and has been sustained by the employing agency, or an act of conduct by the officer has resulted in the officer's arrest. The report shall be forwarded immediately upon separation of the officer from employment, or, if the officer is not separated from employment, within 45 days from the date an allegation has been sustained, as set forth in this rule section.

(7) Commission staff's decision to initiate presentation of a case for a Commission Probable Cause Determination shall be based upon the following conditions:

(a) Whether the allegations against the officer constitute a violation of subsection (4) of this rule section or Section 943.13(4), F.S.;

(b) Whether there is evidence of probable cause to support the filing of a complaint; and

(c) Whether a Letter of Acknowledgment is warranted pursuant to subsections 11B-27.004(7)-(11), F.A.C.

Rulemaking Authority 943.03(4), 943.12(1) FS. Law Implemented 943.13(7), 943.1395(7) FS. History--New 1-7-85, Formerly 11B-27.011, Amended 7-13-87, 10-25-88, 12-13-92, 9-5-93, 1-19-94, 8-7-94, 11-5-95, 1-2-97, 7-7-99, 8-22-00, 11-5-02, 4-11-04, 11-30-04, 3-27-06, 3-21-07, 6-9-08, 4-16-09, 6-3-10, 5-21-12, 3-13-13, 5-29-14, 7-29-15, 9-4-16, 8-15-18, 5-5-20, 6-26-22, 6-25-24, 6-4-26.

1811 **11B-27.002 Certification, Employment or Appointment, Reactivation, and Terminating Employment or**
1812 **Appointment of Officers.**

1813 (1) Certification or Reactivation of Certification. Prior to submitting an application for certification or
1814 reactivation of certification for a law enforcement, correctional, or correctional probation officer, the employing
1815 agency shall collect and verify documents establishing that an applicant has complied with the requirements of
1816 Section 943.13, F.S. Verified documents shall be maintained in the officer's training file at the employing agency.
1817 The following documents are required for verification of an applicant's compliance with this rule section:

1818 (a) Evidence of the applicant's age and citizenship verified by any of the following documents:

- 1819 1. Copy of birth certificate; or
- 1820 2. Copy of court documentation that attests to birth; or
- 1821 3. Current and valid U.S. passport that indicates U.S. citizenship and birth date; or
- 1822 4. Report of Birth Abroad of a Citizen of the United States, issued by a U.S. Consular Office; or
- 1823 5. Certificate of Naturalization from the United States Department of Immigration and Naturalization.

1824 (b) Evidence that the applicant is a high school graduate or its equivalent pursuant to Rule 11B-27.0021,
1825 F.A.C.

1826 (c) Evidence that an applicant's fingerprints have been processed by the Federal Bureau of Investigation or the
1827 Florida Department of Law Enforcement, if identified as a single state offender or multi-state offender, pursuant to
1828 Rule 11B-27.00211, F.A.C.

1829 (d) A Physician's Assessment, form CJSTC-75, revised effective August 13,
1830 2020, effective 5/2024 hereby incorporated by reference,
1831 <https://www.flrules.org/Gateway/reference.asp?No=Ref>
1832 <https://www.flrules.org/Gateway/reference.asp?No=Ref-14221>, or an equivalent form signed by a physician,
1833 certified advanced registered nurse practitioner, or physician assistant licensed in the United States or its territories,
1834 verifying the applicant's fitness to perform the duties of an officer pursuant to Section 943.13(6), F.S. Form
1835 CJSTC-75 can be obtained at the following FDLE Internet address:
1836 <http://www.fdle.state.fl.us/CJSTC/Publications/Forms.aspx>, or by contacting Commission staff at (850) 410-8615.
1837 A copy of the officer's position description shall be reviewed by the physician to ensure that the applicant can meet
1838 the physical standards required of the position. A Patient Information, form CJSTC-75A, revised effective
1839 November 8, 2007, hereby incorporated by reference,
1840 <https://www.flrules.org/Gateway/reference.asp?No=Ref>, may also be provided to the examining physician,
1841 certified advanced registered nurse practitioner, or physician assistant for reference. Form CJSTC-75A can be
1842 obtained at the following FDLE Internet address: <http://www.fdle.state.fl.us/CJSTC/Publications/Forms.aspx>, or by
1843 contacting Commission staff at (850) 410-8615. The CJSTC-75 form or equivalent, shall be completed with each
1844 new employment or appointment of an officer, and shall not be completed more than one year prior to an officer's
1845 employment or appointment. A CJSTC-75 form prepared for a specific employing agency shall not be used by any
1846 other employing agency.

1847 (e) Evidence, by verification of military records, that the individual has not received a dishonorable discharge
1848 from any of the Armed Forces of the United States, pursuant to paragraph 11B-27.0022(2)(c), F.A.C.

1849 (f) An Affidavit of Applicant, form CJSTC-68, revised August 15, 2024, effective 3/2025, hereby incorporated
1850 by reference <https://flrules.org/Gateway/reference.asp?No=Ref-17852>, executed by the applicant attesting that the
1851 applicant complies with the employment or appointment qualifications pursuant to Sections 943.13(1)-(10), F.S.
1852 Form CJSTC-68 can be obtained at the following FDLE Internet address:
1853 <http://www.fdle.state.fl.us/CJSTC/Publications/Forms.aspx>, or by contacting Commission staff at (850) 410-8615.

1854 (g) Evidence that a thorough background investigation was conducted not more than one year prior to the date
1855 of employment or appointment as an officer or civilian officer trainee, pursuant to Rule 11B-27.0022, F.A.C. A
1856 thorough background investigation shall be conducted in conjunction with an officer's employment or appointment,
1857 regardless of existing evidence that a thorough background investigation of the officer was conducted for a previous
1858 employment or appointment.

1859 **Rule 11B-27.002 51 2026-2027 PENDING Effective 7-2-26**
Certification and Employment or Appointment:
Certification, Employment or Appointment, Reactivation,
and Terminating Employment or Appointment of Officers

Commented [GJ3]:

11B-27.002(1)(d):

Description of the Revision: Incorporates the revised Physician's Assessment, form CJSTC-75; and the revised Patient Information, form CJSTC-75A.

Why the rule is being revised: Incorporates the revised Physician's Assessment, form CJSTC-75, to update the rule references, expand Physical Fitness Conditioning and Physical Fitness Testing activities, and remove requirement for training centers to develop and submit a physical fitness conditioning program; and the revised Patient Information, form CJSTC-75A, to update the rule reference and General Instructions to clarify the use of the form is optional.

Revised by: Terry Baker

1860 (h) Evidence that the applicant has successfully completed a Commission-approved Basic Recruit Training
1861 Program, pursuant to Rules 11B-35.002 and 11B-35.003, F.A.C., or is exempt, pursuant to rule 11B-35.009, F.A.C.,
1862 and has achieved a passing score on the State Officer Certification Examination for the discipline for which
1863 certification is being sought pursuant to Section 943.13(10), F.S.

1864 (2) The employing agency administrator is required, within 30 days of hire, to submit to Commission staff or
1865 electronically transmit through the Commission's Automated Training Management System (ATMS), and maintain
1866 on file a Registration of Employment Affidavit of Compliance, form CJSTC-60, revised August 14, 2025, effective
1867 5/2026, hereby incorporated by reference <http://flrules.org/Gateway/reference.asp?No=Ref-19497>, attesting to
1868 compliance by the employing agency with the following requirements. Form CJSTC-60 can be obtained at the
1869 following FDLE Internet address: <http://www.fdle.state.fl.us/CJSTC/Publications/Forms.aspx>, or by contacting
1870 Commission staff at (850) 410-8615.

1871 (a) For law enforcement, correctional, and correctional probation officer applicants who have not been
1872 previously certified and who have complied with the certification requirements pursuant to Sections 943.13(1)-(10),
1873 F.S., the employing agency shall certify to the Commission that the applicant is eligible for certification by
1874 submitting to Commission staff or electronically transmitting through the Commission's Automated Training
1875 Management System (ATMS), a completed Officer Certification Application, form CJSTC-59, revised August 15,
1876 2024, effective 3/2025, hereby incorporated by reference <https://flrules.org/Gateway/reference.asp?No=Ref-17854>,
1877 within 30 days of the applicant's compliance with the certification requirements, notwithstanding whether the
1878 applicant is separated from employment. Upon receipt of an Officer Certification Application Deficiency
1879 Notification, form CJSTC-259, revised August 13, 2020, effective 5/2021, hereby incorporated by reference
1880 <http://www.flrules.org/Gateway/reference.asp?No=Ref-13132>, the employing agency shall maintain on file, a copy
1881 of form CJSTC-59 and any other employment documentation. Forms CJSTC-59 and CJSTC-259 can be obtained at
1882 the following FDLE Internet address: <http://www.fdle.state.fl.us/CJSTC/Publications/Forms.aspx>, or by contacting
1883 Commission staff at (850) 410-8615. The employing agency shall submit a copy of form CJSTC-259 and the
1884 missing or deficient documentation to Commission staff within 90 days of the date the form was signed and issued
1885 to the agency. Failure by the employing agency to submit missing or deficient documentation within the required 90
1886 days may result in denial of an applicant's request for certification. An officer applicant shall not work as a sworn
1887 officer prior to meeting the requirements of Section 943.13, F.S., except as authorized pursuant to Section 943.131,
1888 F.S.

1889 (b) Name changes shall be verified by the employing agency through verification of information on legal
1890 documents such as a marriage license or official name change documents. To document an officer's name change, a
1891 completed Name Change Application, form CJSTC-79, revised August 14, 2025, effective 5/2026, hereby
1892 incorporated by reference <http://flrules.org/Gateway/reference.asp?No=Ref-19490>, and a copy of supporting
1893 documentation shall be submitted to Commission staff. Form CJSTC-79 can be obtained at the following FDLE
1894 Internet address: <http://www.fdle.state.fl.us/CJSTC/Publications/Forms.aspx>, or by contacting Commission staff at
1895 (850) 410-8615.

1896 (3) Employment requirements pursuant to Sections 943.13, F.S., shall be documented on an Agency New Hire
1897 Report, form CJSTC-207, revised August 12, 2021, effective 6/2022, hereby incorporated by reference
1898 <https://www.flrules.org/Gateway/reference.asp?No=Ref-14226>. Form CJSTC-207 can be obtained at the following
1899 FDLE Internet address: <http://www.fdle.state.fl.us/CJSTC/Publications/Forms.aspx>, or by contacting Commission
1900 staff at (850) 410-8615.

1901 (a) The files of newly hired officers are subject to an on-site inspection by Commission staff to ensure
1902 compliance with the requirements of Chapter 943, F.S., and Rule Chapter 11B-27, F.A.C. All documents collected
1903 in conjunction with the background investigation shall be available for review. The following documents shall be
1904 reviewed for completeness:

1905

- 1906 1. A Registration of Employment Affidavit of Compliance form CJSTC-60.
- 1907 2. An Employment Background Investigative Report, form CJSTC-77, revised August 14, 2025, effective
- 1908 5/2026, hereby incorporated by reference <http://flrules.org/Gateway/reference.asp?No=Ref-19498>. Form CJSTC-77
- 1909 can be obtained at the following FDLE Internet address: <http://www.fdle.state.fl.us/CJSTC/Publications/Forms.aspx>,
- 1910 or by contacting Commission staff at (850) 410-8615.
- 1911 3. An Affidavit of Applicant form CJSTC-68.
- 1912 4. A Temporary Employment Authorization Statement, form CJSTC-65, revised August 15, 2024, effective
- 1913 3/2025, hereby incorporated by reference <https://flrules.org/Gateway/reference.asp?No=Ref-17856>. Form CJSTC-
- 1914 65 can be obtained at the following FDLE Internet address:
- 1915 <http://www.fdle.state.fl.us/CJSTC/Publications/Forms.aspx>, or by contacting Commission staff at (850) 410-8615.
- 1916 5. Proof of age documentation.
- 1917 6. Proof of citizenship documentation.
- 1918 7. Legal document(s) for name change.
- 1919 8. High School Diploma, GED, and Equivalency of Foreign and Non-Public High School Curriculum
- 1920 pursuant to subsection 11B-27.0021(1), F.A.C.
- 1921 9. A copy of the most recently issued DD 214, or other official documents from the United States Military
- 1922 denoting the discharge status or copy of the officer's current military identification. Wording on the documentation
- 1923 shall indicate the discharge was any discharge other than dishonorable.
- 1924 10. An FBI Civil Applicant Response provided from a Live Scan device by the Florida Department of Law
- 1925 Enforcement (FDLE) Certified Mail Application, with the National Crime Information Center (NCIC) criminal
- 1926 history record attached, and an FDLE Customer Summary Report and Transaction Listing with the Florida Criminal
- 1927 Information Center (FCIC) criminal history record attached. If a Civil Applicant Response is not received by the
- 1928 agency, the FCIC Criminal History indicating no single state or multi-state offender criminal history record exists
- 1929 shall be proof the applicant's fingerprints have been processed.
- 1930 11. An Exemption-From-Training, form CJSTC-76, revised August 15, 2024, effective 3/2025, hereby
- 1931 incorporated by reference <https://flrules.org/Gateway/reference.asp?No=Ref-17857>, and an Exemption-From-
- 1932 Training Proficiency Demonstration, form CJSTC-76A, revised August 15, 2024, effective 3/2025, hereby
- 1933 incorporated by reference <https://flrules.org/Gateway/reference.asp?No=Ref-17858>, for previous Florida and out-of-
- 1934 state, federal, military officers, or special operations forces as defined in section 943.10(22), F.S., if the officer used
- 1935 this training option. Forms CJSTC-76 and CJSTC-76A can be obtained at the following FDLE Internet address:
- 1936 <http://www.fdle.state.fl.us/CJSTC/Publications/Forms.aspx>, or by contacting Commission staff at (850) 410-8615.
- 1937 12. Results of the State Officer Certification Examination for training completed after June 30, 1993.
- 1938 13. A Physician's Assessment form CJSTC-75 or equivalent.
- 1939 14. Drug screen results of at least a 7-panel test pursuant to paragraph 11B-27.00225(2)(d), F.A.C.
- 1940

1941 15. An Affidavit of Separation, form CJSTC-61, revised August 15, 2024, effective 3/2025, hereby
 1942 incorporated by reference <https://flrules.org/Gateway/reference.asp?No=Ref-17861>, if the officer has separated
 1943 employment with the agency. Form CJSTC-61 can be obtained at the following FDLE Internet address:
 1944 <http://www.fdle.state.fl.us/CJSTC/Publications/Forms.aspx>, or by contacting Commission staff at (850) 410-8615.

1945 (b) Commission staff shall conduct a re-inspection of the noted deficiencies, which shall be recorded on the
 1946 Agency New Hire Report form CJSTC-207, within 90 days of the initial inspection.

1947 1. If the deficiency(s) has been resolved prior to the re-inspection, Commission staff shall record the
 1948 correction on form CJSTC-207.

1949 2. If the deficiency(s) has not been resolved on or before the re-inspection date, the agency administrator shall
 1950 provide Commission staff with a timeline for resolution of the noted deficiency(s) in the officer's file.

1951 3. If the deficiency(s) noted in the officer's file remains unresolved, the Criminal Justice Standards and
 1952 Training Commission Chairman shall notify the agency administrator, in writing, that the Registration of
 1953 Employment Affidavit of Compliance form CJSTC-60, that has been signed by the agency administrator or its
 1954 designee, confirming agency compliance with Section 943.133(2), F.S., is in fact not in compliance, and as such, is
 1955 in violation of subparagraph 11B-27.0011(4)(c)12., F.A.C., and Section 837.06, F.S.

1956 4. If the deficiency(s) noted in the officer's file remains uncorrected, the name of the agency and the
 1957 deficiency(s) noted shall be included in the Commission's quarterly report for further action.

1958 (4)(a) Within four years of the beginning date of a Commission-approved Basic Recruit Training Program, a
 1959 individual shall successfully complete the program, achieve a passing score on the applicable State Officer
 1960 Certification Examination, and gain employment, and certification as an officer.

1961 (b) An individual who fails to comply with the requirements in paragraph (4)(a) of this rule section for the
 1962 discipline in which the training was completed, within four years of the date of beginning such training, shall as a
 1963 condition for obtaining employment, comply with the following:

1964 1. Successfully complete a Commission-approved Basic Recruit Training Program pursuant to Rule 11B-
 1965 35.002, F.A.C., or qualify for an exemption from a Commission-approved Basic Recruit Training Program, pursuant
 1966 to Section 943.131(2), F.S., to include demonstration of proficiency in the High-Liability Basic Recruit Training
 1967 Courses pursuant to rule 11B-35.0024, F.A.C.; and, if applicable, completion of the Special Operations Forces
 1968 Training Program, pursuant to rule 11B-35.009, F.A.C., and
 1969 2. Achieve a passing score on the State Officer Certification Examination.

1970 (5) Officer Separation from Employment or Appointment. An Affidavit of Separation form CJSTC-61, shall
 1971 be completed by the employing agency and immediately transmitted via the Commission's ATMS or submitted to
 1972 Commission staff. If the officer has met the requirements for certification, mandatory training, or firearms
 1973 qualification at the time of separation the agency shall update the Commission's ATMS prior to separation. The
 1974 certification of an officer shall become inactive upon separation from employment or appointment and will remain
 1975 inactive until such time as the officer is employed or appointed by a criminal justice employing agency, provided the
 1976 officer remains eligible for employment or appointment.

1977 *Rulemaking Authority 943.03(4), 943.12(1) FS. Law Implemented 943.12(3), 943.13, 943.133, 943.139, 943.1395*
 1978 *FS. History--New 10-6-82, Amended 4-26-84, 1-7-85, Formerly 11B-27.02, Amended 9-3-87, 3-29-89, 5-14-92, 12-*
 1979 *13-92, 9-5-93, 1-19-94, 1-2-97, 7-7-99, 8-22-00, 7-29-01, 11-5-02, 11-30-04, 3-27-06, 3-21-07, 6-9-08, 6-3-10, 5-*
 1980 *21-12, 3-13-13, 5-29-14, 7-29-15, 9-4-16, 9-14-17, 8-15-18, 7-9-19, 5-5-20, 5-20-21, 6-26-22, 8-30-23, 4-9-25, 7-2-*
 1981 *26-_____.*

1982 **11B-27.0021 High School Graduation or Equivalent.**

1983 (1) A high school graduate shall be an individual who has completed a secondary education program through a

1984 public school, private school, an equivalency diploma program, or home education program through an educational

1985 provider recognized by a public educational system within the United States or its territories, or received a foreign

1986 high school diploma.

1987 (2) Compliance with this rule section shall be documented by the employing agency and made available to

1988 Commission staff for review. Criteria for proof of compliance and authenticity of the diploma includes:

1989 (a) A high school diploma or high school equivalency diploma issued by a public school education program; or

1990 (b) A diploma issued by a private school.

1991 (c) A letter on the letterhead from a School Board District Office or high school principal verifying completion

1992 of a high school program and issuance of a high school diploma.

1993 (d) For individuals who have completed a home school program, documentation that the education program

1994 has met the requirements of Section 1002.41, F.S., or of the Department of Education from the state where the home

1995 school program was completed.

1996 (e) Proof that the diploma has been accepted by an accredited college or university, as defined in Section

1997 943.22(1), F.S., for entrance into a degree seeking program.

1998 (f) For individuals who have completed an education program in a foreign jurisdiction, documentation that the

1999 diploma or official school transcript, indicating the date of graduation or completion, is equivalent to the

2000 requirements for a U.S. High School Diploma or equivalency diploma. Documents shall be transcribed by a

2001 certified translator and notarized as true and correct.

2002 (3) In the absence of proof of successful high school graduation, the following shall be acceptable as meeting

2003 the minimum educational requirements:

2004 (a) Transcript verification of successful completion of one of the following educational requirements from an

2005 institution accredited by an accrediting body recognized by the United States Department of Education or licensed

2006 as a degree granting institution by the Commission for Independent Education, pursuant to Section 1005.02(7), F.S.,

2007 shall be acceptable as meeting the educational requirements of this rule section:

2008 1. At least 30 semester hours; or

2009 2. 45 quarter hours of college work; or

2010 3. An associate or higher degree.

2011 (b) A certificate issued by the United States Armed Forces Institute (U.S.A.F.I.) prior to December 31, 1974,

2012 showing successful completion of high school equivalency.

2013 *Rulemaking Authority 943.03(4), 943.12(1) FS. Law Implemented 943.13(3) FS. History--New 10-6-82, Amended*

2014 *1-7-85, Formerly 11B-27.021, Amended 7-7-99, 7-29-01, 11-5-02, 11-30-04, 3-21-07, 6-9-08, 3-13-13.*

2015 **11B-27.00211 Fingerprint Processing and Criminal Record Results.** An employing agency shall maintain
2016 on file, at minimum, a Federal Bureau of Investigation Civil Applicant Response provided from a Live Scan device
2017 by the Florida Department of Law Enforcement (FDLE) Certified Mail Application, with the National Crime
2018 Information Center (NCIC) criminal history record attached, and an FDLE Customer Summary Report and
2019 Transaction Listing with the Florida Criminal Information Center (FCIC) criminal history record attached. If a Civil
2020 Applicant Response is not received by the agency, the FCIC Criminal History indicating no single state or multi-
2021 state offender criminal history record exists shall be proof the applicant's fingerprints have been processed.

2022 (1) The employing agency shall submit for processing an applicant's fingerprints to the FDLE. The
2023 submission shall include one of the following references: "Law Enforcement Officer Applicant, Section 943.13,
2024 F.S.," or "Correctional Officer Applicant, Section 943.13, F.S.," or "Correctional Probation Officer Applicant,
2025 Section 943.13, F.S.," as the reason fingerprinted. An applicant's fingerprints shall be processed in conjunction with
2026 an officer's employment or appointment regardless if the officer has proof of the existence of processed fingerprints
2027 from a previous employment or appointment. The employing agency is required to use an electronic fingerprinting
2028 submission device authorized by FDLE for the submission of applicant fingerprints.

2029 (2) Private Correctional Institutions and Jails.

2030 (a) Private correctional institutions under contract with the Florida Department of Corrections (FDC)
2031 Department of Management Services (DMS) or the Florida Department of Children and Families (DCF) shall
2032 submit for processing an applicant's fingerprints to the FDLE. The private correctional institution is required to use
2033 an electronic fingerprinting submission device and is responsible for any cost associated with the fingerprint
2034 submission. The response to the fingerprint submission shall be electronically transmitted to the respective contract
2035 agency (FDC DMS or DCF) for review for compliance with Section 943.13(4), F.S. The contract agency will
2036 complete the Fingerprint Notification, form CJSTC-62, revised August 12, 2021, effective August 12, 2021,
2037 effective 6/2022, hereby incorporated by reference [https://flrules.org/Gateway/reference.asp?No=Ref-](https://flrules.org/Gateway/reference.asp?No=Ref-https://www.flrules.org/Gateway/reference.asp?No=Ref-14217)
2038 <https://www.flrules.org/Gateway/reference.asp?No=Ref-14217>, or other written notice to document compliance with
2039 Section 943.13(4), F.S., and provide it to the private correctional institution. Form CJSTC-62 can be obtained at the
2040 following FDLE Internet address: <http://www.fdle.state.fl.us/CJSTC/Publications/Forms.aspx>, or by contacting
2041 Commission staff at (850) 410-8615.

2042 (b) All other private correctional institutions and jails shall submit for processing an applicant's fingerprints to
2043 the FDLE. The private correctional institution is required to use an electronic fingerprinting submission device and
2044 is responsible for any cost associated with the fingerprint submission. The response to the fingerprint submission
2045 shall be electronically transmitted to the FDLE, Officer Records Section, for review for compliance with Section
2046 943.13(4), F.S. The Officer Records Section will complete form CJSTC-62 and provide it to the private correctional
2047 institution or jail.

2048 (3) The employing agency shall submit or electronically transmit to Commission staff through the
2049 Commission's ATMS, the date indicated on the electronic response documenting the processed fingerprints. The
2050 response from an applicant's processed fingerprints shall be maintained on file at the agency within one year of the
2051 officer's initial employment or appointment. An employing agency is not required to re-fingerprint an individual
2052 who has been continuously employed or appointed with the same agency and is seeking certification as a sworn
2053 officer with that agency.

2054 (4) Training schools that offer a Commission-approved Basic Recruit Training Program for law enforcement,
2055 correctional, or correctional probation officers, or a selection center that provides applicant screening for a training
2056 school, shall conduct a criminal history background check of an applicant prior to entrance into such Basic Recruit
2057 Training Program. The employing agency shall provide the training school with documentation that an applicant's
2058 fingerprints have been processed, that the response is on file with the employing or appointing agency, and has been
2059 verified by the employing or appointing agency to contain no statutory disqualifiers. If the FBI has not returned the
2060 Civil Applicant Response to the employing or appointing agency, the agency shall notify the training school that the
2061 criminal history background check is incomplete. The employing or appointing agency shall notify the training
2062 school upon receipt of the results of the applicant's fingerprints, which shall be maintained in the student's file at the
2063 training school.

2064 (5) An applicant's fingerprints that have been processed prior to employment or appointment, in conjunction
2065 with the agency's background investigation, and pursuant to Rule 11B-27.0022, F.A.C., shall be considered current
2066 when the officer's fingerprints are processed in conjunction with the new employment or appointment.

Commented [GHJ4]: 11B-27.00211(2)(a):
Description of the Revision: Incorporates the revised Fingerprint Notification, form CJSTC-62.
Why the rule is being revised: Incorporates the revised Fingerprint Notification, form CJSTC-62, to remove the Department of Managements Services (DMS) and add the Florida Department of Corrections (FDC) as a contract agency for private correctional institutions to submit electronic fingerprints because DMS does not oversee contracts any longer.
Revised by: Terry Baker

Rule 11B-27.00211 56 2026-2027 PENDING Effective 6-26-22
Certification and Employment or Appointment:
Fingerprint Processing and Criminal Record Results

2067 (6) An officer's certification shall not be issued by the Commission until he or she is in compliance with the
 2068 certification requirements pursuant to Sections 943.13(1)-(10), F.S., and documentation of legible processed
 2069 applicant fingerprints are on file at the employing agency.

2070 (7) If an officer has been separated for lack of processed applicant fingerprints within one year of employment
 2071 or appointment, the agency shall re-register the officer when the processed applicant fingerprint response is received
 2072 from the FBI or FDLE. The re-registration date shall be the date that the FBI or FDLE processed the applicant
 2073 fingerprints. An officer who has been separated for not having processed applicant fingerprints on file at the
 2074 employing agency is not authorized to perform the duties of a sworn officer.

2075 (8) Employing agencies shall be notified by Commission staff when an applicant's file does not contain
 2076 documentation of processed fingerprints.

2077 (9) An employing agency that does not receive processed fingerprint documentation from the FBI or FDLE
 2078 within thirty days of submission of the fingerprints through an electronic fingerprinting submission device, shall
 2079 fingerprint the applicant again and resubmit the fingerprints to FDLE and the FBI. If the FBI has processed the
 2080 fingerprints, the letter from the FBI stating that the individual does not have a criminal history may be accepted as
 2081 official documentation. The date the letter is postmarked shall be the date recorded as the fingerprint processed
 2082 date.

2083 (10) Should an officer separate from employment prior to the employing agency's receipt of the officer's
 2084 processed applicant fingerprints, and there is an indication that the officer would have failed to meet the
 2085 employment qualifications pursuant to this rule chapter, the separating agency shall immediately notify Commission
 2086 staff and provide a copy of all documentation that establishes non-compliance of the officer to meet the necessary
 2087 qualifications.

2088 (11) If a criminal history record that could preclude employment pursuant to Section 943.13(4), F.S., is received
 2089 from the FBI or FDLE, the agency shall obtain and maintain in the officer's file, supporting documentation from the
 2090 court that the final disposition of the case has been resolved and the officer is eligible for employment, pursuant to
 2091 Section 943.13(4), F.S.

2092 *Rulemaking Authority 943.03(4), 943.12(1) FS. Law Implemented 943.12(3), 943.13, 943.133, 943.139, 943.1395*
 2093 *FS. History--New 11-5-02, 11-30-04, 6-9-08, 5-29-14, 9-14-17, 6-26-22.*

2094 **11B-27.00212 Maintenance of Officer Certification.**

2095 (1) Full-time, part-time, or auxiliary officers shall successfully complete 40 hours of continuing education or
2096 training every four years. The expiration date of an officer's mandatory retraining shall be June 30th of the fourth
2097 year following the officer's certification.

2098 Example:

2099	Original Officer Certification Date	November 21, 1997
2100	Officer Four-year Anniversary Date	November 21, 2001
2101	Officer Continuing Education or Training Deadline	June 30, 2002

2102 (2) Elected or appointed officials whose mandatory retraining dates have expired on or before the expiration
2103 date, pursuant to subsection (1) of this rule section, shall complete the mandatory retraining requirements within
2104 four years of the date the individual no longer serves as an elected or appointed official.

2105 (3) Forty hours of continuing education is granted for three semester credit hours or four quarter credit hours of
2106 college course work upon successful completion of the course, and provided the credit hours are not used for the
2107 purpose of obtaining a degree, which would make the officer eligible for salary incentive payments.

2108 (4) Continuing education or training pursuant to Section 943.135, F.S. Upon an officer's completion of the
2109 required continuing education or training the employing agency shall submit or electronically transmit to
2110 Commission staff through the Commission's ATMS, and maintain in file a completed Mandatory Retraining Report,
2111 form CJSTC-74, revised August 14, 2025, effective 5/2026, hereby incorporated by reference
2112 <http://flrules.org/Gateway/reference.asp?No=Ref-19499>. Form CJSTC-74 can be obtained at the following FDLE
2113 Internet address: <http://www.fdle.state.fl.us/CJSTC/Publications/Forms.aspx>, or by contacting Commission staff at
2114 (850) 410-8615. Criminal justice agencies shall not update an officer's mandatory training unless an officer is
2115 employed by the agency or has met the requirement for employment pursuant to subsection 11B-27.002(1), F.A.C.

2116 (5) Statutory mandated continuing training. The following training shall be included as a part of the officer's
2117 continuing training:

2118 (a) Domestic Violence Training for Law Enforcement Officers pursuant to Section 943.1701, F.S. Certified
2119 law enforcement officers who elect to instruct domestic violence training may substitute completion or instruction of
2120 domestic violence training to satisfy the officer's continuing training requirement.

2121 (b) Human Diversity Training pursuant to Section 943.1716, F.S. Certified officers who elect to instruct
2122 human diversity modules pursuant to Section 943.1716, F.S., may substitute completion or instruction of human
2123 diversity training to satisfy the officer's continuing training requirement.

2124 (c) Juvenile Sexual Offender Investigation Training for Law Enforcement Officers pursuant to Section
2125 943.17295, F.S. Certified law enforcement officers who elect to instruct the Juvenile Sexual Offender Investigation
2126 training may substitute completion or instruction of this training to satisfy the officer's continuing training
2127 requirement.

2128 (d) Discriminatory Profiling and Professional Traffic Stops pursuant to Section 943.1758, F.S. Certified law
2129 enforcement officers who elect to instruct Discriminatory Profiling and Professional Traffic Stops may substitute
2130 completion or instruction of this training to satisfy the officer's continuing training requirement. Completion or
2131 instruction of this training shall satisfy all or a portion of an officer's continuing training requirement for human
2132 diversity training.

2133 (e) Use of Electronic Databases pursuant to Section 943.17191, F.S. Certified law enforcement officers who
2134 elect to instruct Use of Electronic Databases training may substitute completion or instruction of this training to
2135 satisfy the officer's continuing training requirement.

2136

(f) Officer Health and Wellness Principles pursuant to Section 943.1745(2), F.S., for law enforcement officers whose mandatory retraining cycle ends after July 1, 2023. Certified law enforcement officers who elect to instruct Officer Health and Wellness Principles training may substitute instruction for completion of this training to satisfy the officer's continuing training requirement.

(6) Failure to comply with statutorily required continuing education or training. In the event that an officer fails to meet the continuing education or training requirements of Section 943.135, F.S., the officer's certificate shall become inactive until the employing agency provides documentation to Commission staff establishing that the continuing education or training requirements have been satisfied. The Commission's ATMS shall separate an officer from employment if the Mandatory Retraining Report form CJSTC-74, is not received by the June 30th deadline pursuant to subsection (1) of this rule section. Officers who have not satisfied their mandatory retraining requirement within six months of separation shall comply with the requirement of subsection 11B-27.002(1), F.A.C., prior to reemployment.

(7) Individuals who have been separated from an employing agency as an officer for less than four years, and whose certification is inactive for failing to complete the required hours for mandatory training, shall complete the continuing education and training requirements prior to resuming active service with an agency. An officer who requests to claim continuing education and training that was completed during a period when the officer's certification was inactive, shall request approval from the agency administrator of the prospective employing agency and provide proof that the required continuing education and training was completed. The employing agency shall determine if the education or training requirements have been satisfied pursuant to Section 943.135, F.S., and shall submit to Commission staff, or electronically transmit through the Commission's ATMS, a completed Mandatory Retraining Report form CJSTC-74.

(8) Continuing education or training completed pursuant to subsection (1) of this rule section shall not be eligible for salary incentive payments pursuant to Section 943.135(2), F.S.

(9) Documentation supporting the required training shall be attached to the Mandatory Retraining Report form CJSTC-74, and maintained in the officer's file.

(10) A certified officer who has not completed the required continuing education or training on or before the officer's mandatory training deadline, pursuant to subsection (1) of this rule section, shall not perform the duties of a sworn officer.

(11) Inactive Certificate Status. The certificate of any certified officer who has separated from employment or appointment as an officer, and who is not re-employed or re-appointed as an officer by an employing agency in the same discipline within four years after the date of separation, shall become inactive.

(12) Prerequisites for certificate reactivation and reemployment as an officer. To become eligible for reactivation of certification and reemployment in the discipline for which the officer has experienced a break-in-service, pursuant to subsection (11) of this rule section, the officer shall, on or after July 1, 1993, meet the following conditions:

(a) If the break-in-service is between four years and eight years the officer shall:

1. Successfully demonstrate proficiency in the High-Liability Basic Recruit Training Courses pursuant to Rule 11B-35.0024, F.A.C.

2. Achieve a passing score on the applicable State Officer Certification Examination pursuant to procedures in Rule Chapter 11B-30, F.A.C., State Officer Certification Examination.

3. Meet the minimum qualifications described in Rules 11B-27.002, 11B-27.0021, 11B-27.0022, and 11B-27.00225, F.A.C., as evidenced by an employing agency's compliance with Section 943.133(2), F.S.

(b) If the break-in-service is more than eight years, the officer shall:

1. As a condition of employment or appointment, successfully complete a Commission-approved Basic Recruit Training Program pursuant to Rule 11B-35.002, F.A.C.

2. Achieve a passing score on the applicable State Officer Certification Examination pursuant to Rule Chapter 11B-30, F.A.C.

2184 3. Meet the minimum qualifications described in Rules 11B-27.002, 11B-27.0021, 11B-27.0022, and
 2185 11B-27.00225, F.A.C., as evidenced by an employing agency's compliance with Section 943.133(2), F.S.

2186 (13) Use-of-Force training. An officer shall, as a part of the officer's 40-hour continuing education or training
 2187 every four years, be required to complete the following Use-of-Force training.

2188 (a) Use-of-Force training shall include the following topics of instruction:

2189 1. Scenario-based Firearms Training.

2190 2. Physiological Response Dynamics Training.

2191 3. Less-lethal force options available within the agency.

2192 4. Agency policies on Use-of-Force training.

2193 5. Legal aspects regarding Use-of-Force training.

2194 (b) A law enforcement and correctional officer shall complete Use-of-Force training pursuant to subparagraphs
 2195 (13)(a)1.-5., of this rule section.

2196 (c) A correctional probation officer shall complete Use-of-Force training pursuant to subparagraphs
 2197 (13)(a)2.-5., of this rule section.

2198 (d) An officer's employing agency shall report the completion of Use-of-Force training to Commission staff,
 2199 pursuant to (4) of this rule section.

2200 (e) An officer is permitted to substitute instruction of Use-of-Force training to satisfy the continuing education
 2201 or training requirements for the officer's four-year mandatory retraining cycle.

2202 (14) Law Enforcement Officer Firearms Qualification Standard. Beginning July 1, 2006, a law enforcement
 2203 officer shall be required to qualify on the Commission's approved course of fire with the proficiency skills
 2204 documented on the Law Enforcement Officer Firearms Qualification Standard, form CJSTC-86A, revised August
 2205 15, 2024, effective 3/2025, hereby incorporated by reference <https://flrules.org/Gateway/reference.asp?No=Ref-17865>,
 2206 and maintained in the officer's employment file. Form CJSTC-86A can be obtained at the following FDLE
 2207 Internet address: <http://www.fdle.state.fl.us/CJSTC/Publications/Forms.aspx>, or by contacting Commission staff at
 2208 (850) 410-8615.

2209 (a) A law enforcement officer who fails to demonstrate proficiency skills on the required firearms qualification
 2210 standard shall not perform the duties of a sworn officer.

2211 (b) Reporting of the compliance with this standard shall be June 30, 2008, and every two years thereafter.
 2212 Documentation supporting the demonstration of proficiency skills shall be reported on the Law Enforcement Officer
 2213 Firearms Qualification Standard, form CJSTC-86A, and maintained in the officer's file. Form CJSTC-86A can be
 2214 obtained at the following FDLE Internet address: <http://www.fdle.state.fl.us/CJSTC/Publications/Forms.aspx>, or by
 2215 contacting Commission staff at (850) 410-8615. The employing agency shall submit or electronically transmit to
 2216 Commission staff through the Commission's ATMS, the date of completion. Law enforcement officers who are
 2217 initially employed and certified on or after June 1 of the reporting year and who completed a law enforcement
 2218 Commission-approved Basic Recruit Training Program pursuant to Rule 11B-35.002, F.A.C., or who demonstrated
 2219 proficiency in the high liability skills pursuant to Subsection 11B-35.009(7), F.A.C., within the previous two years,
 2220 shall have satisfied the firearms qualification standard for the reporting year. The date the officer completed the law
 2221 enforcement Commission-approved Basic Recruit Training Program or the demonstrations of proficiency pursuant
 2222 to Subsection 11B-35.009(7), F.A.C., shall be the date of completion to be submitted or electronically transmitted to
 2223 Commission staff through the Commission's ATMS.

2224 (c) In the event a law enforcement officer fails to meet this standard by June 30 of each reporting year, the
 2225 officer's certificate shall become inactive until the employing agency provides documentation to Commission staff
 2226 establishing that the firearms qualification standard has been satisfied. Active officers who were separated from
 2227 employment or appointment for not satisfying the firearms qualification standard, and do not meet the standard
 2228 within six months of separation from employment or appointment, shall comply with the certification or reactivation
 2229 of certification requirement(s) of subsection 11B-27.002(1), F.A.C., prior to reemployment.

(d) The certificate of a law enforcement officer shall become inactive if the officer has separated from employment or appointment and is not reemployed or reappointed within the two-year reporting cycle. The officer will be required to comply with the firearms qualification standard upon employment or appointment.

(e) In the event a law enforcement officer is injured in the line of duty or has a chronic illness and fails to meet this standard by June 30 of a reporting year, the agency administrator or designee shall complete the Injury or Illness Exemption for the Firearms Law Enforcement Officer Qualification Standard form CJSTC-86B, revised August 14, 2025, effective 5/2026, hereby incorporated by reference <http://flrules.org/Gateway/reference.asp?No=Ref-19488>. Form CJSTC-86B can be obtained at the following FDLE Internet address: <http://www.fdle.state.fl.us/CJSTC/Publications/Forms.aspx>, or by contacting Commission staff at (850) 410-8615. The agency shall submit form CJSTC-86B and the supporting medical documentation to Commission staff prior to the June 30 deadline to ensure the officer's certificate does not become inactive on the reporting deadline for that two-year reporting cycle. An additional form CJSTC-86B shall be submitted for each subsequent reporting cycle.

(15) Elder Abuse Training. As a part of basic recruit training or the officer's continuing education or training, a law enforcement officer shall be required to complete training on identifying and investigating elder abuse and neglect.

(a) Certified law enforcement officers shall complete Elder Abuse Training on or before June 30, 2011 pursuant to Section 943.17296, F.S.

(b) The training shall include instruction on the identification of and appropriate responses for persons suffering from dementia and on identifying and investigating elder abuse and neglect.

(c) Law enforcement officers who have successfully completed one of the following programs will have satisfied this training requirement:

1. Any CJSTC approved law enforcement basic recruit training program entered into on or after 4/1/08.

2. Any CJSTC Advanced Training Program course on elder abuse or investigation of crimes against the elderly entered into on or after 4/1/06.

3. Elder Abuse Training for Law Enforcement course by the Department of Elder Affairs (Effective 10/30/08).

4. Any CJSTC Specialized Training Program course on elder abuse or investigation of crimes against the elderly entered into on or after 8/1/12.

(d) An officer who fails to comply with the elder abuse and neglect training requirements pursuant to Section 943.17296, F.S., shall become an inactive Florida officer. The officer's certification shall become reactivated when the officer's employing agency provides Commission staff with verification that the officer has met the continuing education or training requirement.

(e) Upon an officer's completion of the required training the employing agency shall submit, or electronically transmit to Commission staff through the Commission's ATMS, the date of completion.

(16) Identifying and Investigating Human Trafficking Training. As a part of an officer's continuing education or training, a law enforcement officer shall be required to complete four (4) hours of training on identifying and investigating human trafficking.

(a) All law enforcement officers shall complete the Commission-approved four (4) hour course developed pursuant to s. 943.17297, F.S., on or before July 1, 2022 pursuant to s. 943.17297, F.S. The course is published pursuant to Rule 11B-35.001(8), F.A.C.

(b) All law enforcement officers who complete a law enforcement basic recruit training program which began on or after July 1, 2021, shall have met this requirement.

(c) Law enforcement officers who complete any Commission-approved course, which is developed in compliance with s. 943.17297, F.S., shall have satisfied this training requirement.

(d) The certification of an officer who fails to comply with the requirements pursuant to Section 943.17297, F.S., shall become inactive and shall remain inactive until the officer completes the required training and the

2276 officer's employing agency provides Commission staff with verification that the officer has completed the required
 2277 training.

2278 (e) Upon an officer's completion of the required training, the employing agency shall submit, or electronically
 2279 transmit to Commission staff through the Commission's ATMS, the date of completion.

2280 (17) Recognition of and Response to Head Trauma and Brain Injury in a Child Under 6 Years of Age. As a part
 2281 of an officer's continuing education or training, a law enforcement officer shall be required to complete training in
 2282 the recognition of and responses to head trauma and brain injury in a child under 6 years of age.

2283 (a) All law enforcement officers shall complete the Commission-approved course developed pursuant to s.
 2284 943.17298, F.S., prior to July 1, 2022.

2285 (b) All law enforcement officers who complete a law enforcement basic recruit training program which began
 2286 on or after July 1, 2021 shall have met this requirement.

2287 (c) The certification of a law enforcement officer who fails to comply with the requirements pursuant to s.
 2288 943.17298, F.S., shall become inactive and shall remain inactive until the officer completes the required training and
 2289 the officer's employing agency provides Commission staff with verification that the officer has completed the
 2290 required training.

2291 (d) Upon an officer's completion of the required training, the employing agency shall submit, or electronically
 2292 transmit to Commission staff through the Commission's ATMS, the date of completion.

2293 (18) Sexual Assault Investigation. As a part of an officer's continuing education or training, a law enforcement
 2294 officer shall be required to complete training on sexual assault, with an emphasis on culturally responsive, trauma-
 2295 informed training on interviewing sexual assault victims and investigations of incidents of sexual assault.

2296 (a) All law enforcement officers shall complete the Commission-approved course developed pursuant to s.
 2297 943.1724, F.S., prior to July 1, 2024.

2298 (b) All law enforcement officers who complete a law enforcement basic recruit training program which began
 2299 on or after July 1, 2022 shall have met this requirement.

2300 (c) The certification of a law enforcement officer who fails to comply with the requirements pursuant to s.
 2301 943.1724, F.S., shall become inactive and shall remain inactive until the officer completes the required training and
 2302 the officer's employing agency provides Commission staff with verification that the officer has completed the
 2303 required training.

2304 (d) Upon an officer's completion of the required training, the employing agency shall submit, or electronically
 2305 transmit to Commission staff through the Commission's ATMS, the date of completion.

2306 (19) Administering Lethality Assessments. As a part of an officer's continuing education or training, a law
 2307 enforcement officer shall be required to complete training on the policies and procedures for administering a
 2308 lethality assessment to victims of intimate partner violence.

2309 (a) All law enforcement officers shall complete the Commission-approved course developed pursuant to s.
 2310 741.29(2)(b), F.S., prior to October 1, 2026.

2311 (b) All law enforcement officers who complete a law enforcement basic recruit training program which began
 2312 on or after July 1, 2026 shall have met this requirement.

2313 (c) The certification of a law enforcement officer who fails to comply with the requirements pursuant to s.
 2314 741.29(2)(b), F.S., shall become inactive and shall remain inactive until the officer completes the required training
 2315 and the officer's employing agency provides Commission staff with verification that the officer has completed the
 2316 required training.

2317

2318 (d) Upon an officer's completion of the required training, the employing agency shall submit, or electronically
2319 transmit to Commission staff through the Commission's ATMS, the date of completion.

2320 (e) The lethality assessment may be completed on the State of Florida Domestic Violence Lethality Assessment,
2321 form FDLE-DVLA-001, created May 12, 2025, effective July 15, 2025, hereby incorporated by reference
2322 <http://flrules.org/Gateway/reference.asp?No=Ref-19486>. Form FDLE-DVLA-001 can be obtained at the following
2323 FDLE Internet address: <http://www.fdle.state.fl.us/CJSTC/Publications/Forms.aspx>, or by contacting Commission
2324 staff at (850) 410-8615. The agency shall refer to s. 741.29, F.S., for the requirements pertaining to the State of
2325 Florida Domestic Violence Lethality Assessment form.

2326 *Rulemaking Authority 741.29(2), 943.03(4), 943.12(1) FS. Law Implemented 741.29(2), 943.12, 943.13(11),*
2327 *943.135, 943.1395(3), 943.1701, 943.1715, 943.1716, 943.253 FS. History—New, 11-5-02. Amended 12-3-03, 11-*
2328 *30-04, 3-27-06, 3-21-07, 6-9-08, 4-16-09, 9-28-09, 6-3-10, 5-21-12, 3-13-13, 9-4-16, 8-15-18, 5-5-20, 5-20-21, 6-*
2329 *26-22, 8-30-23, 6-25-24, 4-9-25, 7-2-26. Editorial Note: See 11B-27.0023, F.A.C.*

11B-27.00213 Temporary Employment Authorization. A Certificate of Compliance shall not be issued to officers employed on a Temporary Employment Authorization (TEA) prior to meeting the requirements of Sections 943.13(1)-(10), F.S.

(1) A TEA shall only be issued pursuant to Section 943.131, F.S. Individuals hired on a TEA shall comply with the firearms training program established by Section 943.17(1)(a), F.S.

(a) Pre-Training TEA. Individuals employed or appointed on a pre-training TEA shall:

1. Begin a Commission-approved Basic Recruit Training Program within 180 days of being placed on a TEA.
2. Successfully complete eight hours of firearms training, which shall include demonstration of proficiency in the presence of a Commission-certified handgun instructor.
3. Successfully complete a Commission-approved Basic Recruit Training Program within 18 months of beginning the training program.
4. Achieve a passing score on the State Officer Certification Examination (SOCE) within 180 days from the date that basic recruit training was completed.
5. To employ or appoint an individual on a TEA, who has not completed a Commission-approved Basic Recruit Training Program, the employing agency shall document circumstances for the critical need to employ or appoint such individual on a Temporary Employment Authorization Statement form CJSTC-65, which shall be maintained in the officer's file at the employing agency.

(b) Post-training TEA. Individuals employed or appointed on a post-training TEA shall:

1. Have completed a Commission-approved Basic Recruit Training Program and is waiting to take the next scheduled SOCE.
2. Have 180 days from the completion date of the Basic Recruit Training Program or commencement of employment, whichever is later, to achieve a passing score on the SOCE.

(c) A TEA shall terminate if a basic recruit student fails to pass the Basic Recruit Training Program.

1. If a basic recruit student fails a course in the Basic Recruit Training Program, the student shall be permitted to remain on the TEA while retaking the failed course; and
2. Shall be required to enroll in the next available course to complete the Basic Recruit Training Program.

(2) An officer employed on a TEA, shall be excused from the firearms training requirement upon placement of a statement in the officer's file at the employing agency. The statement shall be signed by the agency administrator confirming that the TEA-appointed officer shall not be permitted to carry a firearm until the following classroom training requirements have been fulfilled:

(a) Classroom Training:

1.	Range Safety Rules	1 Hour
2.	Legal Aspects of Firearms	2 Hours
3.	Introduction to Primary Service Weapon	2 Hours
4.	Chemical Agents	1 Hour
5.	Introduction to Alternate Service Weapon	2 Hours
	Total Hours	8 Hours

2363 (b) Firearms Range Training. The trainee's proficiency demonstration shall be documented on a Handgun
 2364 Performance Evaluation, form CJSTC-4, revised , effective August 15, 2024, effective
 2365 3/2025, hereby incorporated by reference [https://www.flrules.org/Gateway/reference.asp?No=Ref-](https://www.flrules.org/Gateway/reference.asp?No=Ref-17866)
 2366 <https://www.flrules.org/Gateway/reference.asp?No=Ref-17866>, and maintained in the trainee's file at the employing
 2367 agency. Form CJSTC-4 can be obtained at the following FDLE Internet address:
 2368 <http://www.fdle.state.fl.us/CJSTC/Publications/Forms.aspx>, or by contacting Commission staff at (850) 410-8615.
 2369 The instructor shall qualify the trainee with a semi-automatic pistol using the Commission's Basic Recruit Training
 2370 Firearms Proficiency Skills, pursuant to form CJSTC-4, and the form shall be maintained in the trainee's file at the
 2371 employing agency.

2372 (3) The Commission shall separate an officer from employment, through the Commission's ATMS, if the
 2373 officer's TEA exceeds 180 days without enrollment in a Commission-approved Basic Recruit Training Program,
 2374 fails to complete a Commission-approved Basic Recruit Training Program within 18 months, or the officer has
 2375 failed to achieve a passing score on the SOCE within 180 consecutive days after successful completion of a Basic
 2376 Recruit Training Program.

2377 (4) Agencies applying to temporarily employ or appoint an individual who has had a previous TEA registered
 2378 with the Commission in the same discipline, may do so only if:

2379 (a) The individual was previously certified as a full-time or part-time officer; or

2380 (b) The individual has not been employed on TEA in the same discipline more than two times within any four-
 2381 year period.

2382 (5) Individuals employed on a TEA, pursuant to Section 943.131, F.S., are subject to disciplinary action by the
 2383 Commission.

2384 *Rulemaking Authority 943.03(4), 943.12(1) FS. Law Implemented 943.12(3), 943.13, 943.131, 943.133, 943.139,*
 2385 *943.1395, 943.17(1)(a) FS. History—New, 11-5-02. Amended 11-30-04, 3-27-06, 6-9-08, 9-28-09, 6-3-10, 5-21-12,*
 2386 *3-13-13, 9-4-16, 6-26-22, 8-30-23, 4-9-25.*

Commented [GH35]: 11B-27.00213(2)(b):
Description of the Revision: Incorporates the revised Handgun
 Performance Evaluation, form CJSTC-4.
Why the rule is being revised: Incorporates the revised Handgun
 Performance Evaluation, form CJSTC-4, to expand the date boxes to
 allow more space for instructors to record the test/attempt dates in
 the Qualification and Proficiency Evaluation categories.
Revised by: Priscilla Martin

11B-27.0022 Background Investigations.

(1) Pursuant to Section 943.133, F.S., and Rule 11B-27.0011, F.A.C., the employing agency shall conduct a thorough background investigation of each applicant. The employing agency shall provide evidence that a complete background investigation was conducted, pursuant to the requirements on the Employment Background Investigative Report form CJSTC-77, not more than one year prior to the date of employment or appointment as an officer or civilian officer trainee, pursuant to Rule 11B-27.0022, F.A.C. A complete background investigation shall be conducted in conjunction with an officer's employment or appointment, regardless of existing evidence that a thorough background investigation of the officer was conducted for a previous employment or appointment. The agency shall maintain in the applicant's file at the employing agency a summary of the background investigation findings, signed and dated by the investigator and the agency administrator or designee. The summary shall verify the following information:

(a) Prior criminal justice employments of the applicant and the facts and reasons for any prior separations of employment. An officer applicant's prior criminal justice employments shall be verified, including an applicant with no previous Florida employment as an officer.

(b) Processed applicant fingerprint responses on file reflecting state and national criminal history record checks. If the processed applicant fingerprint response has not yet been received, the agency shall maintain on file the FCIC/NCIC criminal history and wanted person responses.

(c) Evidence that a urine sample furnished by the applicant was analyzed for the presence of controlled substances, or evidence thereof, pursuant to Rule 11B-27.00225, F.A.C. In cases where an applicant's urine sample is found to contain a controlled substance or evidence thereof, upon the completion of the analysis procedures pursuant to Rule 11B-27.00225, F.A.C., the employing agency shall, if requested by the applicant, permit the applicant to provide to the employing agency evidence that the applicant lawfully used or ingested the said controlled substance.

(d) The applicant is of good moral character.

(2) The employing agency shall, at a minimum, use the following background investigation procedures:

(a) Obtain previous employment data from prior employers. Criminal justice agencies conducting background investigations have the option of using the Authority for Release of Information, form CJSTC-58, revised August 15, 2024, effective 3/2025, hereby incorporated by reference <https://flrules.org/Gateway/reference.asp?No=Ref-17867>, pursuant to Sections 943.134(2) and (4), F.S. Form CJSTC-58 can be obtained at the following FDLE Internet address: <http://www.fdle.state.fl.us/CJSTC/Publications/Forms.aspx>, or by contacting Commission staff at (850) 410-8615.

(b) Research military records. A copy of the most recently issued DD 214, or other official separation document(s) from the United States Military denoting the discharge status or a copy of the officer's current military identification, shall be maintained in the officer's file at the employing agency. The agency shall document contact with the applicant's commanding officer or designee if the applicant is currently serving on active duty or military reserve to ensure the applicant is compliant with military regulations. Wording on the documentation shall indicate the discharge was any discharge other than dishonorable. A military discharge that is other than an honorable discharge, shall be investigated by the agency. The agency shall submit a Request Pertaining to Military Record, form OMB No. 3095-0029.

(c) Verify the applicant's response regarding prior history of unlawful conduct through a Florida Crime Information Center and National Crime Information Center records and warrants check.

(d) Verify the applicant's response regarding unlawful drug use pursuant to subsection 11B-27.0011(2), F.A.C.

(3) The employing agency shall submit or electronically transmit to Commission staff through the Commission's ATMS, a Registration of Employment Affidavit of Compliance form CJSTC-60. The agency shall also submit to Commission staff a completed Employment Background Investigative Report form CJSTC-77, for each officer employed or appointed. The original form CJSTC-77 that has been signed and dated by the investigator and the agency administrator or designee shall be retained in the applicant's file.

2435 (4) If an officer is separated from an agency and is subsequently reemployed or reappointed through a
 2436 grievance process, regardless of the conditions set by a hearing officer or by an agreement between the agency and
 2437 the officer, the employing agency shall, at a minimum, use the following background investigation procedures prior
 2438 to reemploying or reappointing the officer:

2439 (a) Conduct a fingerprint background check, pursuant to the procedures in Rule 11B-27.00211, F.A.C.

2440 (b) Have the officer tested for controlled substance use, pursuant to Rule 11B-27.00225, F.A.C.

2441 (c) Verify the officer complies with maintenance of officer certification requirements, pursuant to Rule 11B-
 2442 27.00212, F.A.C.

2443 *Rulemaking Authority 943.03(4) 943.12(1), 943.133(3) FS. Law Implemented 943.133, 943.139 FS. History—New*
 2444 *10-6-82, Amended 1-7-85, Formerly 11B-27.022, Amended 7-13-87, 10-17-90, 5-13-92, 5-14-92, 12-13-92, 9-5-93,*
 2445 *8-7-94, 1-2-97, 7-7-99, 8-22-00, 11-5-02, 11-30-04, 3-27-06, 3-21-07, 6-9-08, 6-3-10, 3-13-13, 5-5-20, 5-20-21, 4-*
 2446 *9-25.*

2447 **11B-27.00225 Controlled Substance Testing Procedures.**

2448 (1) The employing agency is required to conduct a background investigation upon each applicant for
2449 certification, or employment or appointment, which shall include the analysis of a urine sample furnished by the
2450 applicant for the presence of controlled substances or metabolites, which shall be consistent with the procedures for
2451 drug testing pursuant to Section 112.0455, F.S. and Rule Chapter 59A-24, F.A.C., which have been adopted by the
2452 Agency for Health Care Administration. A new urine sample shall be submitted for analysis following any break-
2453 in-service.

2454 (2) The employing agency shall verify the following requirements for the collection and analysis of urine
2455 samples:

2456 (a) The procedures for collection sites and specimen collection complies with the requirements of Rule
2457 59A-24.005, F.A.C.

2458 (b) Each applicant gave written consent prior to giving the sample for collection, analysis for evidence of
2459 controlled substances, and disclosure of the analysis results to the employing agency and to the Commission.

2460 (c) The procedures for analyzing and reporting the urine sample were consistent with Rule 59A-24.006, F.A.C.

2461 (d) The laboratory performing the analysis did analyze the urine sample for the presence of the following seven
2462 substances:

2463 1. Amphetamines (amphetamine and methamphetamine).

2464 2. Cannabis or Cannabinoids.

2465 3. Cocaine or Cocaine Metabolite.

2466 4. Phencyclidine.

2467 5. Opiates (codeine and morphine).

2468 6. Barbiturates.

2469 7. Benzodiazepines.

2470 (e) The results of the analysis were reviewed and signed by a Medical Review Officer or "MRO" as defined in
2471 Rule 59A-24.003, F.A.C.

2472

2473 *Specific Authority 943.03(4), 943.12(1) FS. Law Implemented 943.13(7), 943.133, 943.1395 FS. History--New*
2474 *7-13-87, Amended 1-2-97, 7-7-99, 8-22-00, 11-5-02, 11-30-04, 7-2-26.*

2475 **11B-27.003 Duty to Report, Investigations, Procedures.**

2476 (1) Pursuant to Section 943.1395(5), F.S., an employing agency shall conduct an investigation when having
 2477 cause to suspect that an officer it employs or employed at the time of the alleged violation, or employed on a
 2478 Temporary Employment Authorization (TEA) pursuant to Section 943.131, F.S., does not comply with Section
 2479 943.13(4) or (7), F.S., or subsection 11B-27.0011(4), F.A.C. An investigation shall be conducted and concluded
 2480 when the employing agency has cause to suspect that an officer is in violation of Section 943.13(4) or (7), F.S., or
 2481 subsection 11B-27.0011(4), F.A.C. The agency's investigation shall contain an official disposition, which shall be
 2482 reported to Commission staff pursuant to subsection (2) of this rule section.

2483 (2) Upon concluding the investigation:

2484 (a) If the allegations are sustained, the employing agency shall complete an Internal Investigation Report, form
 2485 CJSTC-78, revised August 15, 2024, effective 3/2025, hereby incorporated by reference,
 2486 <https://flrules.org/Gateway/reference.asp?No=Ref-17868>, regardless of whether any civil service appeal, arbitration,
 2487 employment hearing, administrative, civil, or criminal action is pending or contemplated. Form CJSTC-78 can be
 2488 obtained at the following FDLE Internet address: <http://www.fdle.state.fl.us/CJSTC/Publications/Forms.aspx>, or by
 2489 contacting Commission staff at (850)410-8615.

2490 (b) If the allegations are sustained, and are a violation of Section 943.13(4) or (7), F.S., or subsection
 2491 11B-27.0011(4), F.A.C., the employing agency shall forward to Commission staff the complete investigative
 2492 package, which shall include the following, no later than 45 days after the allegations are sustained:

2493 1. A completed Internal Investigation Report form CJSTC-78.

2494 2. The allegations.

2495 3. A summary of the facts.

2496 4. Names of witnesses.

2497 5. Witness statements and depositions.

2498 6. Certified court documents.

2499 7. Any other supportive documentation or information.

2500 (c) If the allegations are not sustained, unfounded, or the officer has been exonerated, or the allegations that are
 2501 sustained are only violations of the employing agency's policies, and are not violations of Section 943.13(4) or (7),
 2502 F.S., or subsection 11B-27.0011(4), F.A.C., the employing agency shall complete form CJSTC-78 and maintain the
 2503 form on file at the agency.

2504 *Specific Authority 943.03(4), 943.12(1) FS. Law Implemented 943.1395(5) FS. History—New 10-6-82, Amended 1-*
 2505 *7-85, Formerly 11B-27.03, Amended 12-13-92, 9-5-93, 7-7-99, 8-22-00, 11-5-02, 11-30-04, 6-9-08, 9-14-17, 8-15-*
 2506 *18, 5-20-21, 4-9-25.*

2507 **11B-27.004 Probable Cause Determination.** At the conclusion of the preliminary investigation and when the
2508 reports and documents are received as directed by Sections 943.139 and 943.1395, F.S., a determination of probable
2509 cause shall be made before the Commission initiates proceedings to take disciplinary action against the certification
2510 of an officer.

2511 (1) For the purpose of probable cause determinations, the chairperson of the Commission or designee shall
2512 appoint Probable Cause Panels of three Commission members and one alternate member, to hold Probable Cause
2513 Determination Hearings for terms specified in their appointment. The Commission Chairperson or designee shall
2514 appoint a chairperson for each panel, and the panels shall meet as necessary.

2515 (2) A Probable Cause Determination Hearing is the conclusion of the preliminary investigation, and is not a
2516 hearing pursuant to Sections 120.569 and 120.57, F.S.

2517 (3) Each Probable Cause Determination Hearing shall be noticed in the Florida Administrative Weekly
2518 pursuant to Section 120.525, F.S. The respondent shall be mailed a prior notice of the Probable Cause
2519 Determination Hearing and a subsequent notification of whether or not probable cause was determined by the panel.

2520 (4) After considering all evidence, a majority vote of the Probable Cause Panel shall determine whether or not
2521 probable cause exists to file an administrative complaint pursuant to Section 120.60(5), F.S., charging a violation of
2522 Chapter 943, F.S., or Rule Chapter 11B-27, F.A.C. If the case is presented for imposition of a penalty, the Panel is
2523 authorized to make a penalty recommendation to the Commission, or to direct Commission staff to offer a
2524 settlement agreement in the case.

2525 (5) The panel is authorized to issue a Letter of Guidance to the officer when the panel determines that it is not
2526 practical to initiate proceedings against an officer's certification. A copy of the Letter of Guidance shall be retained
2527 in the officer's file within the Criminal Justice Professionalism Program, Bureau of Standards.

2528 (6) The Probable Cause Panel is authorized to offer the respondent the opportunity to enter into an Intervention
2529 Program if there would otherwise be a finding of probable cause but the Panel finds that there are significant
2530 mitigating circumstances or that the violation is not egregious. The terms and conditions of the Probable Cause
2531 Panel's Intervention Programs may include the following:

2532 (a) Successful completion of training or retraining deemed appropriate by the panel.

2533 (b) Participation in psychological, occupational, or substance abuse counseling.

2534 (c) Furnishing blood, breath, or urine samples, and consent to the release of analysis results of such random or
2535 scheduled tests.

2536 (d) Payment of restitution for damages or loss created by the officer's misconduct.

2537 (e) Any other such rehabilitative terms and conditions.

2538 (f) As a standard condition of the Intervention Program, the respondent shall refrain from any violation of
2539 Sections 943.13(4) and (7), F.S., and subsections 11B-27.0011(2) and (4), F.A.C. For the Intervention Program to
2540 be a viable alternative in consideration of probable cause, the respondent shall agree to all terms and conditions
2541 recommended by the panel. The respondent shall be responsible for successfully completing the terms and
2542 conditions of the Intervention Program within a specified period. Once the respondent has reported the successful
2543 completion of the terms and conditions to Commission staff, the matter shall be presented to a Probable Cause
2544 Panel. The panel shall then issue a Letter of Guidance in lieu of a finding of probable cause, pursuant with
2545 subsection (5) of this rule section. Failure of the respondent to either agree to or successfully complete the terms
2546 and conditions of the Intervention Program within the specified time frame, shall result in the matter being returned
2547 to the Probable Cause Panel for a finding of probable cause and the issuance of an Administrative Complaint.

2548 (7) When Commission staff determines that the respondent has been retained by the employing agency,
2549 Commission staff shall issue a Letter of Acknowledgment of agency action in these cases, provided the employing
2550 agency shall have taken significant agency action as defined in subsections 11B-27.005(1)-(2), F.A.C.

2551

2552 (8) Commission staff:

2553 (a) Shall not issue a Letter of Acknowledgment to a respondent who has been issued a Letter of
 2554 Acknowledgment within three years prior to the date of receipt of the information described in paragraph
 2555 11B-27.003(2)(b), F.A.C.

2556 (b) Shall not issue a Letter of Acknowledgment to a respondent who has been issued a Letter of Guidance
 2557 within five years prior to the date of receipt of the information described in paragraph 11B-27.003(2)(b), F.A.C.

2558 (c) Shall not issue a Letter of Acknowledgment to a respondent who has been disciplined by the Commission
 2559 within eight years prior to the date of receipt of the information described in paragraph 11B-27.003(2)(b), F.A.C.

2560 (d) Shall not issue a Letter of Acknowledgment to a respondent if the penalty guidelines of subsection
 2561 11B-27.005(5), F.A.C., specify prospective suspension to revocation as the guideline penalty for the offense.

2562 (9) In cases where the respondent has been terminated or disciplined and is seeking review of that termination
 2563 or discipline through the administrative or judicial process, the respondent and employing agency shall notify
 2564 Commission staff of such review. Pending final resolution, Commission staff shall hold such cases in abeyance.

2565 (10)(a) If administrative or judicial review results in a final disposition of the respondent's termination or
 2566 discipline, the case shall no longer be held in abeyance and Commission staff shall review the case for the issuance
 2567 of a Letter of Acknowledgment, if applicable, or for presentation to the Commission for Commission action.

2568 (b) In cases in which administrative or judicial review results in a final reversal of discipline imposed by the
 2569 employing agency relating to the alleged misconduct that is subject to review by the Commission, or criminal
 2570 proceedings that result in the respondent's acquittal on all charges subject to review by the Commission after a trial,
 2571 Commission staff shall take no further action, provided that Commission staff may present the case to a Probable
 2572 Cause Panel upon Commission staff's specific showing that the findings of fact in the collateral proceedings were
 2573 based upon inclusion or exclusion of evidence, or that the testimony was a departure from the essential requirements
 2574 of law, the findings of fact in the collateral proceedings were not supported by competent and substantial evidence,
 2575 or were clearly contrary to the evidence presented.

2576 (11)(a) In cases in which the facts presented to Commission staff are inconclusive, lack reliability, are
 2577 insufficient to permit a reasonable determination of what occurred, or fail to demonstrate that the alleged misconduct
 2578 meets the statutory criteria for Commission action, Commission staff shall "no cause" the case. Commission staff
 2579 shall reopen a case that has been "no caused" if new evidence or witnesses become available to Commission staff.
 2580 However, Commission staff shall "no cause" a violation of paragraph 11B-27.0011(4)(b) or (c), F.A.C., if the officer
 2581 is alleged to have committed the violation more than eight years prior to the case being presented at a Probable
 2582 Cause Determination Hearing.

2583 (b) Commission staff's characterization of misconduct based upon the facts as presented shall control
 2584 processing of misconduct cases under the rules of the Commission.

2585 (12) When the Probable Cause Panel has insufficient information to determine the existence of probable cause,
 2586 but in good faith believes that Commission staff can obtain the information necessary to reach a decision, the panel
 2587 shall enter a finding of "Insufficient Information." The case shall be continued until reasonable efforts by
 2588 Commission staff have been concluded to obtain the additional information requested by the panel, at which time
 2589 the case shall be scheduled before a Probable Cause Panel for further review.

2590 *Rulemaking Authority 943.03(4), 943.12(1), 943.1395 FS. Law Implemented 943.1395 FS. History—New*
 2591 *12-13-92, Amended 1-19-94, 11-5-95, 1-2-97, 7-7-99, 8-22-00, 11-5-02, 4-11-04, 11-30-04, 6-9-08, 6-3-10,*
 2592 *5-29-14, 9-4-16, 7-9-19.*

2593 **11B-27.005 Revocation or Disciplinary Actions; Disciplinary Guidelines; Range of Penalties; Aggravating**
 2594 **and Mitigating Circumstances.**

2595 (1) For the purpose of implementing the provisions of Rule 11B-27.004, F.A.C., "significant agency action" is
 2596 defined as follows:

2597 (a) For an offense that would be sanctioned by suspension of certification under these guidelines herein:
 2598 Suspension from duty without pay for at least one day, or any change in assignment or duties that results in
 2599 reduction in compensation.

2600 (b) For an offense that would be sanctioned by probation of certification under these guidelines herein: Any
 2601 documented or written formal action, any change in assignment or duties that results in reduction in compensation.

2602 (2) Additionally, for an offense that requires retraining, in addition to suspension or probation, "significant
 2603 agency action" shall include agency certification of in-service retraining by a qualified instructor. For an offense
 2604 that requires counseling, in addition to suspension or probation, there shall be agency certification of counseling by a
 2605 qualified counselor.

2606 (3) Pursuant to the provisions of Section 943.1395(8), F.S., disciplinary proceedings shall be conducted as
 2607 prescribed in Chapter 120, F.S., Administrative Procedures Act, and Rule Chapter 28 F.A.C., Uniform Rules of
 2608 Procedures, when there is a determination of probable cause that a certificate holder, hereinafter referred to as a
 2609 "certified officer," has failed to maintain compliance with:

2610 (a) Sections 943.13(4) or (7), F.S.; or

2611 (b) An order of the Commission previously issued during a disciplinary hearing; or

2612 (c) The Temporary Employment Authorization (TEA) requirements pursuant to Section 943.131, F.S.

2613 (4)(a) The Commission sets forth in paragraphs (5)(a)-(d) of this rule section, a range of disciplinary guidelines
 2614 from which disciplinary penalties shall be imposed upon certified officers who have been found by the Commission
 2615 to have violated Section 943.13(7), F.S. The purpose of the disciplinary guidelines is to give notice to certified
 2616 officers of the range of penalties or prescribed penalties that shall be imposed for particular violations of Section
 2617 943.13(7), F.S., absent aggravating or mitigating circumstances, as provided in subsection (6) of this rule section.
 2618 The disciplinary guidelines are based upon a "single count violation" of each provision listed. All penalties at the
 2619 upper range of the sanctions set forth in the guidelines (i.e., suspension or revocation), include lesser penalties (i.e.,
 2620 reprimand, remedial training, or probation), that may be included in the final penalty at the Commission's discretion.

2621 (b) In determining a penalty that may be imposed by the Commission, when a penalty guideline
 2622 recommendation includes "suspension," the Commission is authorized to consider the number of days of
 2623 employment suspension imposed upon the officer by the employing agency for retroactive or parallel inclusion in
 2624 the length of a certification suspension imposed by the Commission. When a penalty guideline recommendation
 2625 includes "prospective suspension," no such inclusion is authorized.

2626 (5) When the Commission finds that a certified officer has committed an act that violates Section 943.13(7),
 2627 F.S., the Commission shall issue a final order imposing penalties within the ranges recommended in the following
 2628 disciplinary guidelines:

2629 (a) For the perpetration by the officer of an act that would constitute any felony offense, pursuant to paragraph
 2630 11B-27.0011(4)(a), F.A.C., but where there was not a violation of Section 943.13(4), F.S., the action of the
 2631 Commission shall be to impose a penalty ranging from suspension of certification to revocation. Specific violations
 2632 and penalties that shall be imposed, absent mitigating circumstances, include the following:

	Violation	Recommended Penalty Range
1.	Felony assault (Sections 784.021, 784.07, F.S.)	Prospective suspension to revocation
2.	Felony battery (Sections 784.041, 784.045, 784.07, F.S.)	Prospective suspension to revocation
3.	Possession, sale of controlled substance (Section 893.13, F.S.)	Revocation
4.	Tampering with evidence (Section 918.13, F.S.)	Revocation

Rule 11B-27.005

72

Effective 7-2-26

Certification and Employment or Appointment:

Revocation or Disciplinary Actions; Disciplinary Guidelines;

Range of Penalties; Aggravating and Mitigating Circumstances

5.	Introduction of contraband into a jail or prison involving a firearm, concealed weapon, controlled substance, currency, or a tool or implement useful in an attempt to escape from custody (Sections 843.11, 944.47, 951.22, F.S.)	Revocation
6.	False Statements (Sections 837.02, 837.021, 837.05(2), 838.022, 839.13(2), F.S.)	Prospective Suspension to revocation
7.	Felony stalking, Sexual Cyberharassment (Section 784.048, 784.049(3)(b), F.S.)	Revocation
8.	Sexual battery, unlawful sexual activity with a minor (Sections 794.011, 794.05, F.S.)	Revocation
9.	Lewd or lascivious offense, child under 16 (Section 800.04, F.S.)	Revocation
10.	Child abuse (Section 827.03, 827.071, F.S.)	Prospective suspension to revocation
11.	Aggravated child abuse with violence (Section 827.03, F.S.)	Revocation
12.	Resisting an officer with violence (Section 843.01, F.S.)	Prospective suspension to revocation
13.	Felony controlled substance violation (Sections 893.13, 893.135, 893.147, 893.149, F.S.)	Revocation
14.	Bribery (Section 838.015, F.S.)	Revocation
15.	Unlawful compensation or reward for official behavior (Section 838.016, F.S.)	Revocation
16.	Video Voyeurism	Prospective suspension and probation with counseling to revocation
17.	Felony threats (Section 836.12(3), F.S.)	Revocation
18.	Sexual Misconduct (944.35(3)(b)(2) F.S.)	Revocation
19.	Possession of Certain Drugs without Prescriptions with the intent to sell, dispense, or deliver (Section 499.03, F.S.)	Prospective suspension to revocation
20.	Obscenity (Section 847.011(1)(c), 847.011(5), 847.0135, 847.0145, F.S.)	Prospective suspension to revocation

2633 (b) For the perpetration by the officer of an act that would constitute any of the misdemeanor offenses,
2634 pursuant to paragraph 11B-27.0011(4)(b), F.A.C., but where there was not a violation of Section 943.13(4), F.S.,
2635 the action of the Commission shall be to impose a penalty ranging from probation of certification to suspension of
2636 certification. Specific violations and penalties that shall be imposed, absent aggravating or mitigating
2637 circumstances, include the following:

	Violation	Recommended Penalty Range
1.	Assault (Section 784.011, F.S.)	Suspension
2.	Battery; Malicious Battery (Section 784.03, 944.35(3)(a)(1), F.S.)	Suspension
3.	Petit Theft (Section 812.014, F.S.)	Suspension to revocation
4.	False reports and statements (Sections 817.49, 837.012, 837.05(1), 837.055, 837.06, 839.13(1), 901.36, 944.35(4)(b), F.S.)	Prospective suspension to revocation

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5.	Improper exhibition of a weapon (Section 790.10, F.S.)	Probation with training
6.	Discharging a firearm in public (Section 790.15, F.S.)	Suspension
7.	Passing a worthless check (Section 832.05, F.S.)	Probation
8.	Prostitution or lewdness; voyeurism; video voyeurism (Sections 796.07, 810.14, 810.145, F.S.)	Prospective suspension, and probation with counseling to revocation
9.	Indecent exposure (Section 800.03, F.S.)	Suspension, and probation with counseling to revocation
10.	Driving or boating under the influence-(Sections 316.193 and 327.35, F.S.)	Probation with substance abuse counseling
	Driving or boating under the influence-Second Offense	Prospective suspension with substance abuse counseling to revocation
	Driving or boating under the influence with property damage or injury	Prospective suspension with substance abuse counseling to revocation
	Driving or boating under the influence -blood-alcohol level or breath-alcohol level of 0.15 or higher	Prospective suspension with substance abuse counseling to revocation
	Driving or boating under the influence while accompanied in the vehicle by a person under the age of 18 years	Prospective suspension with substance abuse counseling to revocation
11.	Possess or delivery without consideration, and not more than 20 grams of Cannabis (Section 893.13, F.S.)	Revocation
12.	Neglect or refusal to aid (Section 843.06, F.S.)	Suspension to revocation
13.	Second violation of domestic violence or other protective injunction (Sections 741.31, 784.047, F.S.)	Prospective suspension to revocation
14.	Stalking (Section 784.048, F.S.)	Prospective suspension to revocation
15.	Battery involving domestic violence with slight or moderate victim physical injury (Sections 741.28, 784.03, F.S.)	Prospective suspension to revocation
16.	Threats (836.12(2), F.S.)	Prospective suspension to revocation
17.	Sexual Cyberharassment, (Section 784.049(3)(a), F.S.)	Prospective suspension and probation with counseling to revocation
18.	Second refusal to submit to a physical test of breath, blood, or urine (316.1939, F.S.)	Prospective suspension with substance abuse counseling to revocation
19.	Installation of tracking devices or applications (Section 934.425, F.S.)	Suspension to revocation
20.	Possession of certain drugs without prescriptions (Section 499.03, F.S.)	Suspension to revocation
21.	Obscenity (847.011(5), F.S.)	Prospective suspension to revocation
22.	Introduction of Contraband (Sections 944.47 and 951.22, F.S.)	Suspension to revocation

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2640 (c) For the perpetration by the officer of an act or conduct, as described in paragraph 11B-27.0011(4)(c),
 2641 F.A.C., if such act or conduct does not constitute a crime described in paragraphs (5)(a)-(b) of this rule section, the
 2642 action of the Commission shall be to impose the following penalties, absent aggravating or mitigating
 2643 circumstances:

	Violation	Recommended Penalty Range
1.	Excessive use of force under the color of authority	Suspension to revocation
2.	Sexual harassment	Probation with training to suspension with training.
3.	Misuse of official position	Suspension to revocation
4.	Engaging in sex while on duty, or at any time the officer is acting under the color of authority as a Commission-certified officer	Suspension to revocation
5.	Unprofessional relationship with an inmate, detainee, probationer, parolee, or community controlee	Prospective suspension with training to revocation
6.	False statements during the employment application process	Suspension to revocation
7.	Conduct that subverts or attempts to subvert the State Officer Certification Examination process pursuant to subsection 11B-30.009(1), F.A.C.	Revocation
8.	Subverting Commission-approved training or employing agency promotional examination process	Suspension to revocation
9.	Any overt, conspicuous, or public act of a sexual or simulated sexual nature which is likely to be observed by others	Suspension to revocation
10.	Willful failure of the agency administrator to comply with Chapter 943, F.S., as it pertains to the Commission or Commission rules	Suspension to revocation
11.	Conduct that subverts or attempts to subvert the Basic Abilities Test process pursuant to subsection 11B-35.0011(1), F.A.C.	Revocation
12.	Misuse of Electronic Database	Probation to suspension
13.	Intentional Abuse of a Temporary Employment Authorization	Suspension to revocation
14.	Any willful and offensive exposure or exhibition of his or her sexual organs in public or on the private premises of another or so near thereto as to likely be seen except in any place provided or set apart for that purpose.	Suspension to revocation

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15.	Discriminatory conduct specified in sub-paragraph 11B-27.0011(4)(c)15.a., F.A.C.	Written reprimand to revocation
16.	Discriminatory conduct specified in sub-paragraph 11B-27.0011(4)(c)15.b., F.A.C.	Revocation

2646 (d) Notwithstanding subsection (4) of this rule section, for the unlawful use by a certified officer of any
 2647 controlled substances specified in Section 893.13, F.S., or Rule 11B-27.00225, F.A.C., pursuant to paragraph
 2648 11B-27.0011(4)(d), F.A.C., the action of the Commission, absent clear and convincing evidence of complete
 2649 rehabilitation and substantial mitigating circumstances, shall be to impose a penalty ranging from prospective
 2650 suspension to revocation.

2651 (6) The Commission shall be entitled to deviate from the disciplinary guidelines in this rule section, upon a
 2652 showing of aggravating or mitigating circumstances by evidence presented to the Commission, if pursuant to
 2653 Section 120.57(2), F.S., or to an Administrative Law Judge, if pursuant to Section 120.57(1), F.S., prior to the
 2654 imposition of a final penalty. The Commission shall base a deviation from the disciplinary guidelines upon a
 2655 finding of one or more of the following:

2656 (a) Aggravating circumstances:

- 2657 1. Whether the certified officer used official authority to facilitate the misconduct.
- 2658 2. Whether the misconduct was committed while the certified officer was performing other duties.
- 2659 3. The number of violations found by the Commission.
- 2660 4. The number and severity of prior disciplinary actions taken against the certified officer by the Commission,
 2661 provided the officer was previously disciplined by the Commission within the preceding eight years or received a
 2662 Letter of Guidance within the preceding five years.
- 2663 5. The severity of the misconduct.
- 2664 6. The danger to the public.
- 2665 7. The actual damage, physical or otherwise, caused by the misconduct.
- 2666 8. The lack of deterrent effect of the penalty imposed by the employing agency.
- 2667 9. The pecuniary benefit or self-gain to the officer realized by the misconduct.
- 2668 10. Whether the misconduct was motivated by unlawful discrimination.
- 2669 11. Any behavior constituting "domestic violence" defined by Section 741.28(2), F.S.
- 2670 12. Whether the certified officer has previously received a Letter of Acknowledgment within the preceding
 2671 three years.
- 2672 13. The certified officer has not filed any answer to the Administrative Complaint or otherwise responded to
 2673 the allegations of misconduct alleged by the Commission.

2674 (b) Mitigating circumstances:

- 2675 1. The officer's employment status in a position requiring Commission certification at the time of the final
 2676 hearing before the Commission.
- 2677 2. The recommendations of character or employment references.
- 2678 3. The lack of severity of the misconduct.
- 2679 4. The length of time the officer has been certified by the Commission.
- 2680 5. Any effort of rehabilitation by the certified officer.

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2682 6. The effect of disciplinary or remedial action taken by the employing agency or recommendations of the
2683 employing agency administrator.

2684 7. The recommendation of a Probable Cause Panel to impose a penalty below the penalty guideline.

2685 8. Effort of the officer to retract a false statement prior to the close of the disciplinary or criminal
2686 investigation.

2687 (7) The Commission shall impose one or more of the following penalties, listed in increasing order of severity:

2688 (a) The issuance of a reprimand.

2689 (b) Successful completion by the certified officer of a Basic Recruit Training Program, Advanced Training
2690 Program, or Career Development Training Program, or such retraining deemed appropriate by the Commission.

2691 (c) Placement on a probationary status for a period not to exceed two years and subject to the terms and
2692 conditions imposed by the Commission. The Commission may impose one or more of the following terms and
2693 conditions of probation:

2694 1. Periodic reports from the officer, supervisor, or counselor, or indirect or direct supervision by a
2695 Commission-approved supervisor.

2696 2. Furnishing urine samples and consents to the release of analysis results of random or scheduled urine drug
2697 tests at the officer's expense.

2698 3. Participation in psychological, occupational, or substance abuse counseling.

2699 4. Successful completion of training or retraining specified in paragraphs (5)(b)-(c) of this rule section.

2700 5. Refraining from violations of Sections 943.13(4) and (7), F.S.

2701 6. The payment of restitution for damages or loss created by the certified officer's misconduct.

2702 7. The effective date of any period of probation imposed on a respondent by the Commission shall begin
2703 fifteen days from the filing date of the Final Order, unless such probation is to follow a period of prospective
2704 suspension. Commission staff shall monitor the probation status of each officer to ensure compliance with the
2705 conditions of probation. Commission staff shall report to the Commission satisfactory completion of probation, as
2706 well as any violations of the conditions of probation. If the officer violates any of the conditions of probation,
2707 Commission staff shall report the violations to the Commission for consideration of further disciplinary action,
2708 pursuant to subsection (3) of this rule section and Section 943.1395(7)(c), F.S.

2709 (d) Suspension of certification and the privilege of employment as an officer for a period not to exceed two
2710 years.

2711 (e) Revocation of certification.

2712 (8)(a) The provisions of subsections (1)-(7) of this rule section are not intended and shall not be construed to
2713 limit the ability of the Commission to pursue or recommend collateral, civil, or criminal actions when appropriate.

2714 (b) The provisions of subsections (1)-(7) of this rule section are not intended and shall not be construed to limit
2715 the ability of the Commission to informally dispose of disciplinary actions by stipulation, agreed settlement, or
2716 consent order, pursuant to Section 120.57(4), F.S.

2717 (9) Action by the Commission disciplining an officer's certification shall concurrently discipline all other
2718 certifications of any nature issued to that officer by the Criminal Justice Standards and Training Commission
2719 pursuant to Sections 943.1395(1) and 943.12(3), F.S., and Rules 11B-20.001 and 11B-27.002, F.A.C.

2720 (10) Temporary Employment Authorization (TEA). Individuals employed on a TEA, pursuant to Section
2721 943.131, F.S., who are retained by the employing agency, are subject to the following discipline by the Commission
2722 when found to have committed an act or acts establishing a "lack of good moral character," defined in subsection
2723 11B-27.001(4), F.A.C.:

2724 (a) If the Commission issues a probationary period to an individual employed on a TEA, such individual shall
2725 be eligible for certification pending successful completion of the terms and conditions of the probationary period.

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2726 (b) If the Commission issues a suspension period to an individual employed on a TEA, such individual shall
 2727 not be eligible for certification until the completion of the suspension period.

2728 (c) If an individual commits a revocable offense the Commission shall deny the individual's request for
 2729 certification.

2730 (11) Individuals employed on a TEA who are found to have committed an act or acts establishing a "lack of
 2731 good moral character," defined in subsection 11B-27.0011(4), F.A.C., and are terminated from employment prior to
 2732 certification are subject to the following discipline by the Commission. Upon a finding of probable cause by a panel
 2733 of the Commission, the Commission shall: declare the individual ineligible to apply for certification in any
 2734 discipline for a period of two years pursuant to Section 943.13(7), F.S., regarding good moral character for
 2735 employment or appointment as an officer.

2736 (12) If an individual employed on a TEA, pursuant to Section 943.131, F.S., is found to have committed an act
 2737 or acts establishing a "lack of good moral character," defined in subsection 11B-27.0011(4), F.A.C.: becomes
 2738 certified at any time during the Commission's preliminary investigation or disciplinary process, the individual will
 2739 no longer be subject to the actions of subsection (10) or (11), but will instead be subject to discipline as defined in
 2740 Rule 11B-27.005, F.A.C.

2741 *Rulemaking Authority 943.03(4), 943.12(1) FS. Law Implemented 943.12(3), 943.1395(8) FS. History—New*
 2742 *10-6-82, Amended 1-7-85, Formerly 11B-27.05, Amended 3-29-89, 12-13-92, 2-17-93, 1-19-94, 8-7-94, 11-5-95,*
 2743 *1-2-97, 7-7-99, 8-22-00, 7-29-01, 11-5-02, 4-11-04, 11-30-04, 3-27-06, 3-21-07, 6-9-08, 6-3-10, 5-21-12, 5-29-14,*
 2744 *9-4-16, 8-15-18, 5-5-20, 5-20-21, 6-26-22, 6-25-24, 7-2-26.*

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2745 **11B-27.007 Denial of Certification.** Should the Commission find that an applicant for certification fails to
2746 meet the qualifications established pursuant to Section 943.13(1) through (10), F.S., or any rules promulgated
2747 thereunder, the Commission shall notify the applicant by forwarding a statement of denial, and shall forward a copy
2748 to the agency that submitted the application for certification. The statement of denial shall specify the basis for
2749 Commission action, and shall be forwarded to the applicant pursuant to the procedures of Rule Chapter 120, F.S.,
2750 Administrative Procedure Act, and the Uniform Rules of Procedure, Chapter 28, F.A.C.

2751 *Specific Authority 943.03(4), 943.12(1) FS. Law Implemented 120.60, 120.62, 943.1395 FS. History--New*
2752 *10-6-82, Amended 1-7-85, Formerly 11B-27.07, Amended 7-7-99, 8-22-00.*

2753 **11B-27.013 Canine Team Certification.**

2754 (1) Definitions.

2755 (a) "Canine team" shall refer to a certified officer and a specific canine working together in the performance of
2756 law enforcement or correctional duties. "Handler" refers to the certified officer who trains and controls the canine.
2757 This definition does not include canines used by certified officers exclusively for tracking and trailing or specific
2758 detection, which are excluded from the certification process.

2759 (b) "Canine evaluator" shall refer to a person who is authorized by the Commission to administer the canine
2760 team performance evaluation to canine teams and to attest to the proficiency of the canine team pursuant with the
2761 performance evaluation. The evaluator shall determine if training submitted by an agency that is requesting
2762 certification is equivalent to the 480-hour Canine Team Training Course number 1198. The canine team evaluator
2763 applicant requesting approval of the Commission shall be required to possess the minimum training and experience
2764 pursuant to subsection (7) of this rule section, and documented in a request to Commission staff. A Commission-
2765 approved evaluator shall not verify equivalent training that he or she delivered.

2766 (c) "Equivalent Training" shall refer to the Canine Team Training Course number 1198 not delivered at a
2767 Commission-certified training school, or any canine team training course other than the Commission-approved
2768 Canine Team Training Course number 1198. Equivalent training shall be a minimum of 480 hours and shall comply
2769 with the goals and objectives of the Canine Team Training Course number 1198. For a previously Commission-
2770 certified handler assigned a new canine, equivalent training shall refer to the 80-hour minimum training requirement.

2771 (2) Canine team certification requirements. Commission certification of a canine team is not required. If a
2772 canine team seeks Commission certification, the canine team shall meet the following requirements:

2773 (a) A canine team shall successfully complete the Canine Team Training Course number 1198, or equivalent
2774 training as defined in subsection (1) of this rule section, at a minimum of 480 hours before applying for certification,
2775 or

2776 (b) A canine team that has successfully completed the Canine Team Training Course number 1112, or
2777 equivalent training, at a minimum of 400 hours prior to the retirement of that course on November 6, 2013, shall
2778 become certified by October 31, 2015. Failure to become certified by that date shall require the canine team to
2779 successfully complete Canine Team Training Course number 1198, or equivalent training, at a minimum of 480
2780 hours.

2781 (c) A canine team shall successfully demonstrate proficiency skills pursuant to paragraph (3)(c) of this rule
2782 section.

2783 (d) A previously Commission-certified handler assigned a new canine shall comply with the training goals and
2784 objectives in the Canine Team Training Course number 1198, with the exception of the academic block of
2785 instruction. The canine team shall train for a minimum of 80 hours, which shall be verified by a Commission-
2786 approved evaluator as equivalent training, and successfully demonstrate the required proficiency skills.

2787 (e) A canine team shall provide documentation of the canine team's compliance with certification requirements
2788 and submit a Canine Team Certification Application, form CJSTC-70, revised August 15, 2024, effective 3/2025,
2789 hereby incorporated by reference <https://flrules.org/Gateway/reference.asp?No=Ref-17869>. Form CJSTC-70 can be
2790 obtained at the following FDLE Internet address: <http://www.fdle.state.fl.us/CJSTC/Publications/Forms.aspx>, or by
2791 contacting Commission staff at (850) 410-8615.

2792 (3) Required documentation for certification of a canine team. Documentation of compliance for Commission
2793 certification of canine teams shall include:

2794 (a) A completed Canine Team Certification Application form CJSTC-70. Prior to submitting a form
2795 CJSTC-70, the agency employing the canine team shall collect, verify, and have on file documents establishing
2796 compliance with the requirements of this rule section, regardless of where canine training takes place.

2797 (b) Documentation of successful completion of canine team training shall include the following:

2798 1. Certificate of successful completion of the Canine Team Training Course number 1198 delivered at a
2799 Commission-certified training school and taught by Commission-certified Canine Instructors; or

2800 2. Successful completion of the equivalent training shall be documented on the Canine Course Equivalency
2801 Checklist form CJSTC-70A, revised November 5, 2015, effective 9/2016, hereby incorporated by reference
2802 <http://www.flrules.org/Gateway/reference.asp?No=Ref-07378>. Form CJSTC-70A can be obtained at the following
2803 FDLE Internet address: <http://www.fdle.state.fl.us/CJSTC/Publications/Forms.aspx>, or by contacting Commission
2804 staff at (850) 410-8615.

2805 a. Canine Team Training Course number 1198 not delivered at a Commission-certified training school shall
2806 be deemed as equivalent training by a Commission-approved evaluator.

2807 b. Any canine team training course other than the Commission-approved Canine Team Training Course
2808 number 1198 shall be deemed equivalent training by a Commission-approved evaluator if the course is a minimum
2809 of 480 hours and complies with the objectives of the Canine Team Training Course number 1198.

2810 3. The employing agency submitting form CJSTC-70 shall provide documentation of training to the
2811 Commission-approved evaluator. The evaluator shall review and document of the training on form CJSTC-70A.

2812 (c) A completed Canine Team Performance Evaluation form CJSTC-83, revised August 15, 2024, effective
2813 3/2025, hereby incorporated by reference <https://flrules.org/Gateway/reference.asp?No=Ref-17870>, shall be verified
2814 by evaluator(s) to ensure the canine team completed the proficiency requirements. Form CJSTC-83 can be obtained
2815 at the following FDLE Internet address: <http://www.fdle.state.fl.us/CJSTC/Publications/Forms.aspx>, or by
2816 contacting Commission staff at (850) 410-8615.

2817 1. Successful completion of the canine team performance evaluation shall be administered by two
2818 Commission-approved canine team evaluators and documented on form CJSTC-83. A Commission-approved
2819 canine team evaluator conducting the initial training of a canine team shall not participate in the initial certification
2820 of that team. One of the Commission-approved canine team evaluators shall not be affiliated with the employing
2821 agency of the canine team being examined for certification. A Commission-approved canine team evaluator shall
2822 not administer a performance evaluation to a canine that is assigned as the evaluator's work partner.

2823 2. The canine team proficiency topics are permitted to be administered in random order by the evaluator or
2824 concurrently by the evaluator.

2825 3. During the initial evaluation the canine team shall test in all topics of the performance evaluation. If a
2826 canine team fails to successfully demonstrate proficiency on one specific topic during the initial evaluation, one
2827 re-evaluation is permitted to be given for the specific topic during the initial evaluation. The handler shall be
2828 allowed to remediate with the canine prior to declaring intent to repeat the specific topic. If a canine team fails to
2829 complete the specific topic or any additional topics, the canine team shall be deemed to have failed the performance
2830 evaluation. Remediation is defined as the handler working with the canine to resolve the topic of deficiency
2831 specified in form CJSTC-83 in the "Re-examination and Remediation Process" section.

2832 4. If a canine team fails to successfully demonstrate proficiency for any topic(s) during the first performance
2833 evaluation, the handler shall remediate the canine team in the topic(s). The canine team shall retest after a minimum
2834 of 24 hours from the date of the first failure and successfully demonstrate proficiency in the specific failed topic(s)
2835 under the supervision of two Commission-approved evaluators. One evaluator shall be an original evaluator
2836 involved in the initial proficiency failure. The handler shall provide documentation, to include lesson plans and
2837 signed attendance rosters, of the remedial training to the Commission-approved evaluators prior to the
2838 administration of the re-evaluation.

2839 5. If a canine team fails to successfully demonstrate proficiency in the specific failed topic(s) during the
2840 second attempt, the handler shall remediate with the same canine in the specific failed topic outlined in the Canine
2841 Team Training Course number 1198. The canine team shall retest after a minimum of 30 days from the date of the
2842 second failure. The canine team shall repeat the performance evaluation in its entirety under the supervision of two
2843 Commission-approved evaluators. One evaluator shall be an evaluator who was involved in the initial proficiency
2844 failure for that canine team. The handler shall provide documentation, to include lesson plans and signed attendance
2845 rosters, of the remedial training to the Commission-approved evaluators prior to the administration of the re-
2846 evaluation.

2847

2848 6. A canine team that has failed a third attempt to pass a Canine Team Performance Evaluation shall be
 2849 deemed to have failed the certification process, and shall complete the Canine Team Training Course number 1198
 2850 or equivalent training prior to submitting an application for certification. Form CJSTC-83 shall be used to document
 2851 the third failure of the canine team and submitted by one of the canine team evaluators to the Florida Department of
 2852 Law Enforcement, Criminal Justice Professionalism, Post Office Box 1489, Tallahassee, Florida 32302.

2853 7. Documentation of the training shall be made available to the Commission-approved evaluators prior to the
 2854 administration of a subsequent canine team performance evaluation.

2855 (4) Renewal of Certification.

2856 (a) A Canine Team Certification shall lapse if it is not renewed on or before October 31 of the year following
 2857 the initial certification.

2858 (b) If the canine team handler applying for recertification has not changed canines or the canine team
 2859 certification has not expired, the employing agency requesting renewal of the certification shall complete the
 2860 applicable sections and submit form CJSTC-70 marked "Renewal," and document the canine team proficiency on
 2861 form CJSTC-83, in compliance with the requirements of subsection (3) of this rule section.

2862 (c) If the canine team certification has expired, the employing agency requesting renewal of the certification
 2863 shall complete the applicable sections and submit form CJSTC-70 marked "Renewal," and document the canine
 2864 team proficiency on form CJSTC-83, in compliance with the requirements of subsection (3) of this rule section.

2865 (5) Change of assigned canine team. If a Commission-certified canine handler or canine ceases to be assigned
 2866 as part of a canine team by the employing agency, the certification shall lapse.

2867 (a) Notification of changes in a canine team assignment shall be submitted to Commission staff in writing to
 2868 the Florida Department of Law Enforcement, Criminal Justice Professionalism Program, Post Office Box 1489,
 2869 Tallahassee, Florida 32302, provided the handler is not assigned a new canine.

2870 (b) A Commission-certified canine handler who has been assigned a new canine, shall submit form CJSTC-70,
 2871 marked "New" and "Canine Team Change" after complying with the requirements of this rule section.

2872 (6) Inspection of canine team applicant files.

2873 (a) Upon determination of an unfavorable inspection by Commission staff, the deficiencies shall be
 2874 documented on a Canine Team Certification Deficiency Notification form CJSTC-270, revised August 15, 2024,
 2875 effective 3/2025, hereby incorporated by reference <https://flrules.org/Gateway/reference.asp?No=Ref-17871>. Form
 2876 CJSTC-270 can be obtained at the following FDLE Internet address:
 2877 <http://www.fdle.state.fl.us/CJSTC/Publications/Forms.aspx>, or by contacting Commission staff at (850) 410-8615.

2878 (b) The employing agency shall satisfy the deficiency(ies) by submitting the required documentation to
 2879 Commission staff within 90 days of the receipt of the Canine Team Certification Deficiency Notification form
 2880 CJSTC-270. The Commission has the authority to deny the employing agency's request for canine team
 2881 certification for failure to meet the 90-day requirement. Upon denial of the application, the employing agency may
 2882 reapply for canine team certification.

2883 (7) Canine Team Evaluators.

2884 (a) Prior to being approved by the Commission as a canine team evaluator, the evaluator applicant shall provide
 2885 documentation verifying the evaluator applicant has complied with the following requirements:

2886 1. Documentation of one year of experience as a Commission-certified canine team instructor.

2887 2. Documentation on form CJSTC-70 that the evaluator applicant has taught the Canine Team Training
 2888 Course number 1198; or the Canine Team Training Course number 1112 (retired 11/6/2013); or equivalent training
 2889 in its entirety to a minimum of six canine teams that have successfully completed the canine team certification
 2890 process. Canine teams trained exclusively for tracking and trailing or specific detection shall not be included in this
 2891 total.

2892 3. Verification that the evaluator applicant has evaluated a minimum of twelve canine teams under the
 2893 supervision of Commission-approved evaluators, which shall be documented on form CJSTC-83. Canine teams
 2894 trained exclusively for tracking and trailing or specific detection shall not be included in this total.

2895 4. A letter of recommendation for the evaluator applicant from a training center director, agency
2896 administrator, or designee.

2897 5. Request for evaluator status. A letter from the evaluator applicant requesting approval from the
2898 Commission as a "canine team evaluator" shall be forwarded to the Florida Department of Law Enforcement,
2899 Criminal Justice Professionalism Program, P.O. Box 1489, Tallahassee, Florida 32302, Attention Bureau Chief of
2900 the Bureau of Standards, for the initial request for approval as a canine team evaluator. The letter shall include the
2901 evaluator's full name, the last four digits of the evaluator's social security number, complete address, and
2902 documentation of compliance with the standards set forth in this rule section.

2903 (b) Approval of canine team evaluator status. Upon a review of the documents and determination that the
2904 evaluator applicant has complied with the requirements set forth in this rule section, a letter acknowledging approval
2905 by the Commission shall be forwarded to the evaluator applicant.

2906 (c) Maintenance of canine team evaluator status. Commission-approved evaluators shall be required to submit
2907 a request for continuance as an evaluator, to the address in paragraph (7)(a) of this rule section within four years of
2908 the date of approval, with documentation that verifies the evaluator has completed a minimum of four canine team
2909 performance evaluations within the four-year period. The verifying documentation shall be copies of form CJSTC-
2910 70 attesting that the performance evaluation was administered by the evaluator. A canine team evaluator's
2911 "approval status" shall expire four years following the date approved by the Commission. If the Commission-
2912 approved evaluator's "approval status" expires, the evaluator shall comply with the maintenance requirements in this
2913 rule section as an evaluator applicant under the supervision of two Commission-approved canine team evaluators
2914 and shall document the evaluation skills on form CJSTC-83. Canine team evaluators with an expired status shall
2915 submit for approval a "request for evaluator status" and comply with the requirements in paragraph (7)(a) of this
2916 rule section.

2917 *Rulemaking Authority 943.03(4), 943.12(1) FS. Law Implemented 943.12(16) FS. History—New 3-29-89, Amended*
2918 *12-13-92, 1-2-97, 7-7-99, 8-22-00, 7-29-01, 11-5-02, 11-30-04, 3-27-06, 3-21-07, 6-9-08, 9-28-09, 6-3-10, 3-13-13,*
2919 *5-29-14, 5-29-14, 7-29-15, 9-4-16, 6-26-22, 4-9-25.*

2920 **11B-27.014 Implementation of the Federal Law Enforcement Officers Safety Act of 2004.**

2921 (1) Requirements to demonstrate the firearms proficiency requirements under the federal Law Enforcement

2922 Officers Safety Act of 2004 (18 U.S.C.A. § 926C) in Florida.

2923 (a) To carry a concealed firearm under the Federal Law Enforcement Officers Safety Act of 2004 (“Act”), a

2924 qualified retired law enforcement (“retiree”), as defined in 18 U.S.C.A. § 926C, shall show that he or she has

2925 demonstrated the firearms proficiency required by the Act within the past twelve months of the time he or she

2926 possesses a concealed firearm.

2927 (b) The Act provides the following two methods for a retiree to demonstrate firearms proficiency:

2928 1. One method allows the retiree to return to the agency from which he or she retired to meet the agency’s

2929 firearms proficiency standards as applied to the agency’s active officers. Under the Act, an agency has the option to

2930 offer this alternative.

2931 2. The second method allows the retiree to meet the minimum firearms standards applied to active law

2932 enforcement officers by the state of the retiree’s residence.

2933 (c) For retirees who reside in Florida, the option to meet the state’s minimum firearms standards shall be

2934 demonstrated using the Commission’s approved minimum firearms proficiency course of fire (“course of fire”),

2935 conducted in a manner specified in paragraph (2)(c) of this rule section, pursuant to the Law Enforcement Officer

2936 Firearms Qualification Standard on form CJSTC-86A incorporated by reference in subsection 11B-27.00212(14),

2937 F.A.C.

2938 (d) Pursuant to s. 790.052(1)(b) and (c), F.S., all persons holding an active certification or who held an active

2939 certification before separating from service under the conditions set forth in 18 U.S.C.A. 926C(c), as a law

2940 enforcement or correctional officer as defined in s. 943.10(1), (2), (6), (7), (8), or (9), F.S. meet the definition of

2941 “qualified law enforcement officer” or “qualified retired law enforcement officer.”

2942 (2) Requirements for administering the course of fire are as follows:

2943 (a) The range master conducting the course of fire shall be an active Commission-certified handgun instructor

2944 pursuant to paragraphs 11B-20.0014(2)(c) or (d), F.A.C.

2945 (b) The range master shall issue a Commission-approved Firearms Proficiency Verification Card, form

2946 CJSTC-600, created on July 9, 2007, and revised on August 8, 2019, effective 4/2020, hereby incorporated by

2947 reference <http://www.flrules.org/Gateway/reference.asp?No=Ref-11907>, to each retiree who successfully completes

2948 the course of fire as required on form CJSTC-86A using a revolver or a semi-automatic handgun.

2949 (c) The range master shall maintain the following documentation that is related to the completion of the course

2950 of fire for each retiree who successfully completes the course, and the retained documentation shall be subject to

2951 audit during regular business hours upon a two-day written notice by Commission staff:

2952 1. Full name of the retiree completing the course of fire.

2953 2. Address of the retiree completing the course of fire.

2954 3. The Course of Fire Proficiency Score. A passing score is a minimum score of 33 of 38 rounds in the

2955 scoring area using a commercially produced B-21E target or equivalent Pride Enterprises (P.R.I.D.E.) target. The

2956 scoring shall be any hit that is inside or touches the exterior scoring line of the four and five zone of the B-21E

2957 target.

2958 4. Date the course of fire was completed.

2959 5. Location where the course of fire was conducted.

2960 6. The specific number imprinted on the CJSTC-600 form issued to the retiree who completed the course of

2961 fire.

2962 7. Type(s) of firearm(s).

2963

2964 (3) Firing Range Requirements.

2965 (a) The course of fire shall be conducted on any public or private range that meets the shooting distance

2966 requirements on form CJSTC-86A.

2967 (b) The owner of a firing range is not required to administer the course of fire on the owner's firing range.

2968 (c) The retiree shall be responsible for any fee associated with the course of fire.

2969 (4) Issuance and Maintenance of form CJSTC-600.

2970 (a) A request for form CJSTC-600 shall be made in writing to the Florida Department of Law Enforcement,

2971 Criminal Justice Professionalism Program, Post Office Box 1489, Tallahassee, Florida 32302, Attention: Officer

2972 Records Section.

2973 1. A Commission-certified handgun instructor is allowed to receive up to 50 each of the CJSTC-600 form

2974 with each written request, and the request shall include the firearm instructor's full name, mailing address and

2975 physical address if different from the mailing address, telephone number, and the name of the Commission-certified

2976 training school, defined as "training school" in subsection 11B-18.003(23), F.A.C., affiliation or criminal justice

2977 agency affiliation.

2978 2. A training school is allowed to receive up to 200 each of the CJSTC-600 form with each written request,

2979 and the request shall be made on the training school's letterhead signed by the training center director or designee.

2980 3. If a retiree loses form CJSTC-600, a replacement card shall not be reissued. The retiree shall be required to

2981 complete the course of fire, again, and be issued a new CJSTC-600 form.

2982 (b) A Commission-certified handgun instructor shall only issue a CJSTC-600 form for successful completion

2983 of the course of fire. Each CJSTC-600 form shall be issued with a specific number imprinted on the form and the

2984 handgun instructor shall maintain documentation for a period of two years indicating to whom the CJSTC-600 was

2985 issued, which shall be subject to audit by Commission staff during regular business hours upon a two-day written

2986 notice by Commission staff.

2987 (c) The CJSTC-600 form shall expire one year from the date the retiree completed the course of fire.

2988 (5) Admission to a range to attempt to complete the course of fire shall be under the terms and conditions of

2989 the range master, and solely at the range master's discretion. Neither state law nor the Act provide a retiree with a

2990 right to demand access to a range or an opportunity to attempt the course of fire.

2991 (6) It is not the responsibility of the Commission, any Commission certified handgun instructor, a training

2992 school, or any other entity operating a firearms range, at the time of the firearms qualification, to verify or certify

2993 that a retiree meets any of the additional requirements of a "qualified retired law enforcement officer" under the Act.

2994 Meeting the Act's qualifications is solely the responsibility of the retiree. The range master is not required to

2995 otherwise verify a retiree's status under the Act at the time of the firearms qualification.

2996 *Rulemaking Authority 943.03(4), 943.12(1) FS. Law Implemented 943.12, 943.132 FS. History--New 3-3-08,*

2997 *Amended 6-3-10, 3-13-13, 7-9-19, 5-5-20, 4-9-25, 7-2-26.*

2998	State Officer Certification Examination	Chapter 11B-30
2999	RULE TITLES:	RULE NOS.:
3000	1. State Officer Certification Examination General Eligibility Requirements.	<u>11B-30.006</u>
3001	2. State Officer Certification Examination Assignment and Retake Eligibility Requirements.	<u>11B-30.0062</u>
3002	3. Application for the State Officer Certification Examination and Notification Process.	<u>11B-30.007</u>
3003	4. Examination Accommodations for Applicants with Disabilities.	<u>11B-30.0071</u>
3004	5. State Officer Certification Examination Site Administration.	<u>11B-30.008</u>
3005	6. Applicant Conduct at Test Site and Notice of Protection of Program Privileges.	<u>11B-30.009</u>
3006	7. Applicants Charged with Violations; Right of Hearing.	<u>11B-30.010</u>
3007	8. Examination Scoring and Grade Notification.	<u>11B-30.011</u>
3008	9. Post Examination Review of Missed Questions, Answers, and Grading Key.	<u>11B-30.012</u>
3009	10. Challenge to Examination Results; Right of Hearing.	<u>11B-30.013</u>
3010	11B-30.006 State Officer Certification Examination General Eligibility Requirements.	
3011	(1) For the purposes of this rule chapter, the terms “successfully completed” and “successfully complete” are	
3012	defined as being denoted with a “Pass,” pursuant to subsection 11B-35.001(10), F.A.C., on the completed Training	
3013	Report, form CJSTC-67, revised August 14, 2025, effective 5/2026, hereby incorporated by reference,	
3014	http://flrules.org/Gateway/reference.asp?No=Ref-19474 . Form CJSTC-67 can be obtained at the following FDLE	
3015	Internet address: http://www.fdle.state.fl.us/CJSTC/Publications/Forms.aspx , or by contacting Commission staff at	
3016	(850) 410-8615.	
3017	(2) The following individuals are eligible to take the State Officer Certification Examination (SOCE) for the	
3018	requested criminal justice discipline:	
3019	(a) Individuals who, within four years of beginning basic recruit training, have successfully completed a	
3020	Commission-approved Basic Recruit Training Program, pursuant to paragraphs 11B-35.002, F.A.C.	
3021	(b) Inactive Florida law enforcement, correctional, and correctional probation officers, defined in Section	
3022	943.1395(3), F.S., who comply with paragraph 11B-27.00212(12)(a), and Rule 11B-35.009, F.A.C., shall pass the	
3023	SOCE within one year of notification of approval of the Exemption-From-Training, form CJSTC-76, revised August	
3024	15, 2024, effective 3/2025, hereby incorporated by reference, https://flrules.org/Gateway/reference.asp?No=Ref-	
3025	17873 . Form CJSTC-76 can be obtained at the following FDLE Internet address:	
3026	http://www.fdle.state.fl.us/CJSTC/Publications/Forms.aspx , or by contacting Commission staff at (850) 410-8615.	
3027	(c) Out-of-state, military, and federal law enforcement, correctional, and correctional probation officers or	
3028	members of the special operations forces who comply with Rule 11B-35.009, F.A.C., shall pass the SOCE within	
3029	one year of notification of approval of the Exemption-From-Training form CJSTC-76.	
3030	<i>Rulemaking Authority 943.03(4), 943.12(1) FS. Law Implemented 943.12(17), 943.131(2), 943.1397 FS. History—</i>	
3031	<i>New 1-10-94, Amended 8-7-94, 1-2-97, 7-7-99, 8-22-00, 7-29-01, 11-5-02, 11-30-04, 3-27-06, 3-21-07, 6-9-08,</i>	
3032	<i>6-3-10, 5-21-12, 5-29-14, 7-29-15, 9-4-16, 7-19-17, 8-15-18, 7-9-19, 4-9-25, 6-7-26.</i>	

3033 **11B-30.0062 State Officer Certification Examination Assignment and Retake Eligibility Requirements.**

3034 (1) Individuals who have successfully completed a Commission-approved Basic Recruit Training Program or

3035 are exempt from a Basic Recruit Training Program, pursuant to subsection 11B-30.006(2), F.A.C., shall be allowed

3036 to apply for and take the State Officer Certification Examination (SOCE) corresponding to the specific law

3037 enforcement, correctional, or correctional probation discipline and curriculum for which training was completed or

3038 exempted. Individuals completing a Basic Recruit Training Program shall pass the SOCE within four years of the

3039 beginning date of training pursuant to subsection 11B-27.002(4), F.A.C. Individuals exempt from a Basic Recruit

3040 Training Program shall pass the SOCE within one year of receiving the exemption pursuant to Section 943.131, F.S.

3041 (2) Should an individual fail to achieve an overall passing score on the SOCE, the individual shall be permitted

3042 two opportunities to reapply and retake the examination.

3043 *Rulemaking Authority 943.03(4), 943.12(1) FS. Law Implemented 943.12(17), 943.13(10), 943.1397 FS. History -*

3044 *New, 7-29-01, Amended 11-5-02, 11-30-04, 6-9-08, 5-21-12, 3-13-13, 7-19-17.*

3045

3046 **11B-30.007 Application for the State Officer Certification Examination and Notification Process.**

3047 (1) Application to take the State Officer Certification Examination (SOCE) shall be made by submitting an

3048 application online per the instructions available on the following FDLE website,

3049 <http://www.fdle.state.fl.us/CJSTC/Officer-Requirements/How-to-Become-an-Officer.aspx>. All applications shall be

3050 accompanied by payment of the \$100 examination fee using a credit card or debit card:

3051 (2) If a mechanical fault, natural event, or other problem associated with the administration of the SOCE

3052 occurs, the applicant shall be permitted to reschedule the examination with the test site without submitting an

3053 additional application or examination fee to the Florida Department of Law Enforcement. Re-scheduling of the

3054 SOCE shall not constitute a re-examination.

3055 *Rulemaking Authority 943.03(4), 943.12(1) FS. Law Implemented 943.12(17), 943.1397(3) FS. History—New*

3056 *1-10-94, Amended 1-2-97, 7-7-99, 7-29-01, 11-5-02, 11-30-04, 3-21-07, 6-9-08, 9-28-09, 5-21-12, 5-29-14,*

3057 *7-19-17.*

3058

Rule 11B-30.007	88	Effective 7-19-17
State Officer Certification Examination:		
Application for the State Officer Certification		
Examination and Notification Process		

11B-30.0071 Examination Accommodations for Applicants with Disabilities.

(1) In compliance with the Americans with Disabilities Act (ADA) of 1990, the Department shall provide reasonable and appropriate accommodations to individuals with physical, mental, or specific learning disabilities to the extent such accommodations do not create an undue cost, administration restraints, security considerations, and availability of resources. Accommodations made will vary depending upon the nature and the severity of the disability. Each case shall be dealt with on an individual basis with the limits prescribed herein. Reference information and guidelines regarding the process for documenting disabilities are contained in the "Request for Test Accommodations for Examinees with Disabilities," document, which may be obtained via the following web address: <http://www.fdle.state.fl.us/CJSTC/Documents/Exam/SpecialAccommodationsManual-1.aspx> or by writing to the Florida Department of Law Enforcement, Criminal Justice Professionalism Program, Certification Examination Section, Post Office Box 1489, Tallahassee, Florida 32302-1489, Attention: ADA Coordinator, or by calling (Voice): (850)410-8600, (TDD): (850)410-7948.

(2) An applicant requesting special accommodations shall submit an Application for Individuals Requesting Special Test Accommodations, form CJSTC-502, revised November 8, 2007, hereby incorporated by reference. Commission staff shall notify the applicant of the approval or denial of accommodations within forty-five calendar days of receipt of form CJSTC-502. Form CJSTC-502 can be obtained at the following FDLE Internet address: <http://www.fdle.state.fl.us/CJSTC/Publications/Forms.aspx>, or by contacting Commission staff at (850)410-8615. The individual shall provide documentation of the disability by an appropriate professional, pursuant to paragraph (7)(e) of this rule section, when the disability and the requested accommodations are not obvious. Form CJSTC-502 may be obtained by writing to the Florida Department of Law Enforcement, Criminal Justice Professionalism Program, Certification Examination Section, Post Office Box 1489, Tallahassee, Florida 32302-1489, Attention: ADA Coordinator, or by calling (Voice): (850)410-8602, (TDD): (850)410-7958.

(3) Accommodations to take the SOCE shall be provided for qualifying individuals pursuant to (2) of this rule section. All accommodations shall be directly linked to the amelioration of the identified functional limitations caused by the asserted disability and must be reasonable and effective. Permissible accommodations include:

(a) Flexible Time. Individuals requiring extra time to take the SOCE shall submit a recommendation of such from an appropriate professional, pursuant to paragraph (7)(e) of this rule section. Approved accommodations for extra time shall be limited to one and a half times the regularly allowed time to complete the examination. Untimed certification examinations shall not be provided.

(b) Flexible Setting. Individual and small group settings for administration of the SOCE shall be made available to individuals when such a service is recommended by an appropriate professional, however, flexible settings are subject to test site capabilities.

(4) Accommodations that are not permissible. A reader shall not be allowed for applicants taking the SOCE or Basic Abilities Test (BAT). These examinations utilize diagrams, tables, or statutory reference materials to measure an applicant's ability to apply these professional tools to solve problems and answer questions.

(5) Commission staff shall request further evidence for the necessity of the accommodation when the evidence substantiating the need for the accommodation is incomplete, inconclusive, unclear, or does not substantiate the need for the requested accommodation.

(6) In no case shall any modifications authorized herein be interpreted or construed as an authorization to provide an individual with assistance in determining the answer to any test item. No accommodation or modification shall be made that adversely affects the integrity of the SOCE.

3101 (7) Definition of Terms.

3102 (a) Person with disabilities means any person who:

3103 1. Has a physical, mental, or specific learning disability, which presently substantially limits one or more

3104 major life activities;

3105 2. Has a record of such disability; or

3106 3. Is regarded as having such disability.

3107 (b) Major life activities are activities that an average person can perform with little or no difficulty, for

3108 example walking, talking, hearing, breathing, learning, working, caring for one's self, and performing manual tasks.

3109 (c) A person with a physical disability means any person who has a permanent or temporary physical or

3110 psychomotor disability. Examples, pursuant to this rule section, include individuals with a hearing or sight disability,

3111 or those who may need special accommodation to move about.

3112 (d) A person with a learning disability means any person who has a permanent or temporary mental disability,

3113 such as brain damage, brain dysfunction, dyslexia, or a perceptual disorder.

3114 (e) For purposes of this rule, "an appropriate professional" is a person licensed, pursuant to Chapters 460

3115 (Chiropractic), 490 (Psychological Services), 458 (Medical Practice), 459 (Osteopathy), 461 (Podiatric Medicine),

3116 463 (Optometry), 468, Part I (Speech-Language Pathology and Audiology), or 490 (Psychological Services or

3117 certified as a School Psychologist by the Florida Department of Education), F.S., or is licensed in the state in which

3118 the certification of disability was performed. Any certification, documentation, or recommendation relating to the

3119 individual's disability provided by an appropriate professional, and pursuant to the requirements of this rule, shall

3120 not be extended beyond the scope permitted by the law for that professional or that which the professional knows or

3121 has reason to know that he or she is not competent to perform.

3122 *Rulemaking Authority 943.03(4), 943.12(1), 943.1397 FS. Law Implemented 943.12(17), 943.1397 FS. History—*

3123 *New 7-29-01, Amended 11-5-02, 11-30-04, 3-21-07, 6-9-08, 5-21-12, 7-19-17.*

3124 **11B-30.008 State Officer Certification Examination Site Administration.**

3125 (1) Administration of the State Officer Certification Examination (SOCE) shall be limited to test sites

3126 authorized by the Commission and located within the State of Florida. To be eligible to administer the SOCE, a test

3127 site must be:

3128 (a) A test center exclusively dedicated to the administration of academic and/or professional certification or

3129 licensure examinations and operated or contracted by a Commission-approved criminal justice training center or its

3130 parent organization; or

3131 (b) A computer lab located at a Commission-approved criminal justice training school.

3132 *Rulemaking Authority 943.03(4), 943.12(1), (17) FS. Law Implemented 943.12(17), 943.131(2) FS. History—New*

3133 *1-10-94, Amended 8-7-94, 1-2-97, 7-7-99, 8-22-00, 7-29-01, 11-5-02, 11-30-04, 3-21-07, 6-9-08,*

3134 *5-21-12, 5-29-14, 7-19-17.*

3135 **11B-30.009 Applicant Conduct at Test Site and Notice of Protection of Program Privileges.**

3136 Any violation of the provisions of this subsection shall be documented in writing to the Program Director of the

3137 Criminal Justice Professionalism Program.

3138 (1) The applicant shall not engage in conduct that subverts or attempts to subvert the State Officer Certification

3139 Examination (SOCE) process. An applicant engaging in conduct intended to subvert the SOCE process shall be

3140 dismissed from the SOCE administration. Conduct that subverts or attempts to subvert the SOCE process includes:

3141 (a) Removing from the examination room any of the SOCE materials.

3142 (b) Reproducing or reconstructing any portion of the SOCE.

3143 (c) Aiding by any means in the reproduction of any portion of the SOCE.

3144 (d) Selling, distributing, buying, receiving, or having unauthorized possession of any portion of a past, current,

3145 or future SOCE.

3146 (e) Revealing test questions or other information that would compromise the integrity of the SOCE.

3147 (f) Communication with any other applicant during the administration of the SOCE.

3148 (g) Copying answers from another applicant, or intentionally allowing one's answers to be copied by another

3149 applicant during the administration of the SOCE.

3150 (h) Having in one's possession during the administration of the SOCE, any books, notes, written, or printed

3151 materials or data of any kind.

3152 (i) Failing to comply with the SOCE administrator's instructions with the intent to subvert the SOCE process.

3153 (j) Falsifying or misrepresenting information required for admission to the SOCE.

3154 (k) Impersonating an applicant.

3155 (l) Having an impersonator take the SOCE on one's behalf.

3156 (m) Disrupting the test administration.

3157 (2) An applicant, who engages in conduct in subsection (1) of this rule section, shall be denied access to take

3158 the SOCE until the Commission's disciplinary process has been completed, pursuant to subsection (3) of this rule

3159 section.

3160 (3) When the Commission finds that an applicant has committed an act that violates subsection (1) of this rule

3161 section, the Commission shall impose one or more of the following sanctions:

3162 (a) Declare the applicant has failed the SOCE.

3163 (b) Require the applicant to forfeit the application fee.

3164 (c) Declare the applicant ineligible to apply to take the SOCE in any discipline for a period of five years

3165 pursuant to Section 943.13(7), F.S., regarding good moral character for employment or appointment as an officer.

3166 (d) Deny certification by the Commission as a law enforcement, correctional, or correctional probation officer,

3167 pursuant to Rule 11B-27.007, F.A.C.

3168 (4) The applicant shall not engage in conduct that violates the standards of the SOCE Administration. An

3169 applicant has violated the standards of the SOCE administration by:

3170 (a) Failing to comply with the SOCE administrator's instructions at the test site.

3171 (b) Possession of anything other than the personal identification at the test site for the SOCE.

3172 (5) When an applicant has committed an act that violates subsection (4) of this rule section, the applicant shall

3173 be subject to the following sanctions:

3174 (a) Dismiss the applicant from the SOCE test administration; and

3175

3176 (b) Declare the applicant has failed the SOCE and is ineligible to participate in the review process outlined in
 3177 Rule 11B-30.0012, F.A.C.; and

3178 (c) Require the applicant to forfeit the application fee.

3179 (6) When an applicant holds a Commission certification and has committed an act that violates subsection (1)
 3180 of this rule section, the applicant's certification(s) shall be subject to disciplinary action pursuant to Rule
 3181 11B-27.0011 and subsection 11B-27.005(5), F.A.C.

3182 *Rulemaking Authority 943.03(4), 943.12(1), (17), 943.173(3) FS. Law Implemented 943.12(17), 943.13(7),*
 3183 *943.1397(1), (3), 943.173 FS. History—New 1-10-94, Amended 1-2-97, 7-7-99, 7-29-01, 11-5-02, 11-30-04, 3-27-06,*
 3184 *3-21-07, 5-21-12, 7-19-17.*

3185 **11B-30.010 Applicants Charged with Violations; Right of Hearing.** Should the Commission find that an
3186 applicant has violated the provisions of subsection 11B-30.009(2), F.A.C., the Commission shall notify the applicant
3187 of the violation by submitting a statement invalidating the applicant's State Officer Certification Examination
3188 (SOCE). The statement invalidating the applicant's SOCE shall specify the basis for the Commission's action and
3189 shall be forwarded to the applicant. The applicant shall be entitled to a hearing pursuant to the Administrative
3190 Procedures Act set forth in Chapter 120, F.S., and the Uniform Rules of Procedures, Chapter 28-106, F.A.C.
3191 *Specific Authority 943.03(4), 943.12(1) FS. Law Implemented 120, 943.12(17) FS. History—New 1-10-94, Amended*
3192 *7-7-99, 8-22-00, 7-29-01, 11-5-02.*

Rule 11B-30.010	94	Effective 11-5-02
State Officer Certification Examination: Applicants		
Charged with Violations; Right of Hearing		

3193 **11B-30.011 Examination Scoring and Grade Notification.**
3194 Individuals who graduate from a Commission-approved Basic Recruit Training Program shall be required to achieve
3195 a passing score on the State Officer Certification Examination (SOCE) with an overall scale score equal to or higher
3196 than the established cut-off score. Official examination results shall only be stored in, and retrieved from, the
3197 Commission's Automated Training Management System (ATMS). The applicant shall receive an unofficial grade
3198 notification at the conclusion of the examination.
3199 *Rulemaking Authority 943.03(4), 943.12(1), (17) FS. Law Implemented 943.12(17), 943.1397(1) FS. History-New*
3200 *1-10-94, Amended 1-2-97, 7-7-99, 7-29-01, 11-5-02, 11-30-04, 3-27-06, 3-21-07, 5-21-12, 5-29-14, 7-19-17.*
3201

3202 **11B-30.012 Post Examination Review of Missed Questions, Answers, and Grading Key.**

3203 (1) Individuals who have failed the State Officer Certification Examination (SOCE) shall have the right to

3204 review their missed examination questions and corresponding grading key at a post-examination review. The post-

3205 examination review shall be scheduled and conducted by Commission staff or their authorized agent. The post-

3206 examination review shall be limited to one-half the time regularly allowed for the corresponding SOCE. Individuals

3207 reviewing the SOCE shall schedule their review via the Commission's test administration vendor.

3208 (2) The SOCE post-examination reviews shall be conducted in the presence of Commission staff or the

3209 Commission's authorized agents.

3210 (3) Individuals shall review their SOCE grades within 120 calendar days of the individual's SOCE date.

3211 (a) Individuals who fail to attend a post-examination review session within 120 days of their SOCE shall not

3212 be allowed to challenge questions on the SOCE, but shall be allowed to review their missed questions, their chosen

3213 answer, and the correct answer. Participants in the post-examination review session shall be permitted to review

3214 only one examination during each session and shall only review each examination once. Individuals shall not be

3215 permitted to review their SOCE after the expiration of their examination eligibility pursuant to Rule 11B-30.006,

3216 F.A.C.

3217 (b) All individuals at a post-examination review session shall acknowledge these rules and affirm to abide by

3218 all such rules for the SOCE.

3219 (4) Individuals shall be prohibited from bringing materials into or removing materials from a post-examination

3220 review session, except that individuals shall be permitted to bring one copy of the official curriculum corresponding

3221 to the examination reviewed.

3222 (5) The provisions and sanctions of Rule 11B-30.009, F.A.C., shall apply to individuals in a post-examination

3223 review session, and any individual who violates the standards in Rule 11B-30.009, F.A.C., shall be dismissed from

3224 the review session.

3225 (6) Individuals submitting challenges to questions shall be notified in writing, within thirty working days of the

3226 post-examination review session of the Commission's response to the challenges submitted during the post-

3227 examination review session. Submitted challenges shall not be processed should an individual retake and pass the

3228 examination before receiving the Commission's response to the challenges submitted.

3229 *Rulemaking Authority 943.03(4), 943.12(1), (17) FS. Law Implemented 943.12(17), 943.173 FS. History—New*

3230 *1-10-94, Amended 1-2-97, 7-7-99, 8-22-00, 7-29-01, 11-5-02, 11-30-04, 3-27-06, 3-21-07, 6-9-08, 5-21-12,*

3231 *5-29-14, 7-29-15, 9-4-16, 7-19-17, 8-15-18.*

3232 **11B-30.013 Challenge to Examination Results; Right of Hearing.** Should the Commission deny an
3233 individual's State Officer Certification Examination (SOCE) grade review challenge, the Commission shall notify
3234 the individual by submitting a statement denying the challenge. The statement shall specify the basis for the
3235 Commission's denial and shall be forwarded to the individual. The individual shall be entitled to a hearing pursuant
3236 to the Administrative Procedures Act set forth in Chapter 120, F.S., and the Uniform Rules of Procedure, Rule
3237 Chapter 28, F.A.C.

3238 *Rulemaking Authority 943.03(4), 943.12(1), (17) FS. Law Implemented 120, 943.12(17) FS. History-New 1-10-94,*
3239 *Amended 1-2-97, 7-7-99, 8-22-00, 7-29-01, 5-21-12, 7-19-17.*

Rule 11B-30.013	97	Effective 7-19-17
State Officer Certification Examination:		
Challenge to Examination Results; Right of Hearing		

3240	Training Programs	Chapter 11B-35
3241	RULE TITLES:	RULE NOS.:
3242	1. General Training Programs; Requirements and Specifications.	<u>11B-35.001</u>
3243	2. eLearning Instruction	<u>11B-35.0010</u>
3244	3. Basic Abilities Test Requirements for Applicant Admission into a Law Enforcement and	<u>11B-35.0011</u>
3245	Correctional Basic Recruit Training Program.	
3246	4. Basic Recruit Training Programs for Law Enforcement, Correctional,	<u>11B-35.002</u>
3247	and Correctional Probation.	
3248	5. Courses and Requirements for Basic Recruit Training, Advanced, and	<u>11B-35.0021</u>
3249	Instructor Training Requiring Proficiency Demonstration.	
3250	6. Student Transfers within Basic Recruit Training Programs.	<u>11B-35.0023</u>
3251	7. Student Performance in Commission-approved High-Liability Basic Recruit	<u>11B-35.0024</u>
3252	Training Courses, Instructor Training Courses, and Specialized and Advanced Training	
3253	Program Courses Requiring Proficiency Demonstration.	
3254	8. Basic Recruit Training Programs for Law Enforcement, Correctional,	<u>11B-35.003</u>
3255	and Correctional Probation Auxiliary Training.	
3256	9. Career Development Training Program.	<u>11B-35.005</u>
3257	10. Advanced Training Program.	<u>11B-35.006</u>
3258	11. Specialized Training Program.	<u>11B-35.007</u>
3259	12. Criminal Justice Training School Requirements for Local Administration	<u>11B-35.0085</u>
3260	and Security of Examinations for Training Courses.	
3261	13. Exemption from Basic Recruit Training.	<u>11B-35.009</u>
3262	11B-35.001 General Training Programs; Requirements and Specifications.	
3263	(1) Throughout this rule chapter "training programs," "courses," "instructors," and "training schools" refer to	
3264	Commission-approved training programs, courses, instructors, and training schools. Commission-approved Basic	
3265	Recruit, Advanced, and Specialized Training Programs are intended to provide job-related training to law	
3266	enforcement, correctional, and correctional probation officers. The training programs are:	
3267	(a) Basic Recruit Training Programs that provide for the acquisition of employment skills necessary for officer	
3268	certification and employment; and	
3269	(b) Special Operations Forces Training Programs that provide training for special operations forces members	
3270	seeking officer certification.	
3271	(c) Advanced Training Programs that maintain officer certification, enhance officer knowledge, skills, and	
3272	abilities, and assist in an officer's promotion to a higher rank.	
3273	(d) Specialized Training Programs that provide for officer post-basic or in-service training that enhance an	
3274	officer's knowledge, skills, and abilities in a specific area.	
3275	(2) Notification of scheduled courses. The training center director or designee shall notify the assigned local	
3276	Commission field specialist of scheduled, rescheduled, or cancelled Commission-related training courses. This	
3277	notification shall be at least 30 days in advance, or immediately upon scheduling, rescheduling, or cancellation of	
3278	the course when under 30 days. Notification shall include at a minimum:	
3279		

3280 (a) Date(s) of course(s).
 3281 (b) Location of course(s).
 3282 (c) Title of course(s).
 3283 (d) Time of course(s).
 3284 (3) Instructors who teach Commission-approved Basic Recruit, Advanced, Specialized, and Special Operations
 3285 Forces Training Program Courses at a training school shall:

3286 (a) Be a Commission-certified General Instructor pursuant to subsection 11B-20.001(3), F.A.C., or be exempt
 3287 from certification pursuant to subsection 11B-20.001(4), F.A.C.

3288 (b) Be required to hold additional certifications for specified areas of instruction in Commission-approved
 3289 courses pursuant to Rule 11B-20.0014, F.A.C. Commission-certified vehicle operations instructors who instruct
 3290 Basic Recruit Vehicle Operations courses on or after July 1, 2028, must have completed the Vehicle Operations
 3291 Instructor Course, effective October 28, 2027, as a part of their initial vehicle operations instructor certification or
 3292 have completed the Vehicle Operations Instructor Update Course, effective May 13, 2027. All Commission-
 3293 certified vehicle operations instructors must have completed the Vehicle Operations Instructor Course, effective
 3294 October 28, 2027, as a part of their initial vehicle operations instructor certification or have completed the Vehicle
 3295 Operations Instructor Update Course, effective May 13, 2027, before June 30, 2028, or their vehicle operations
 3296 instructor certification will be deactivated.

3297 (c) ~~(b)~~ Be required to hold additional certifications for specified areas of instruction in Commission
 3298 courses
 3299 pursuant to Rule 11B-20.0014, F.A.C. Commission-certified defensive tactics instructors who instruct defensive
 3300 tactics courses on or after July 1, 2020, must have completed the Defensive Tactics Instructor Course, effective May
 3301 2, 2019, as a part of their initial defensive tactics instructor certification or have completed the Defensive Tactics
 3302 Instructor Update Course effective April 1, 2018.

3303 (d) ~~(e)~~ Be required to hold additional certifications for specified areas of instruction in Commission-
 3304 approved courses pursuant to Rule 11B-20.0014, F.A.C. Commission-certified handgun instructors who instruct
 3305 Basic Recruit Firearms courses on or after July 1, 2023, must have completed the Handgun Instructor Course
 3306 (formerly Firearms Instructor Course), effective July 1, 2023, as a part of their initial handgun instructor certification
 3307 or have completed the Handgun Instructor Update Course, effective August 18, 2022. All Commission-certified
 3308 handgun instructors must have completed the Handgun Instructor Course, effective July 1, 2023, as a part of their
 3309 initial handgun instructor certification or have completed the Handgun Instructor Update Course, effective August
 3310 18, 2022, before June 30, 2024, or their handgun instructor certification will be deactivated.

3311 (e) ~~(f)~~ Be required to hold additional certifications for specified areas of instruction in Commission-
 3312 approved courses pursuant to Rule 11B-20.0014, F.A.C. Commission-certified first aid instructors who instruct
 3313 Basic Recruit First Aid courses on or after July 1, 2023, must have completed the First Aid Instructor Course,
 3314 effective February 16, 2023, as a part of their initial first aid instructor certification or have completed the First Aid
 3315 Instructor Update Course, effective August 18, 2022. All Commission-certified first aid instructors must have
 3316 completed the First Aid Instructor Course, effective February 16, 2023, as a part of their initial first aid instructor
 3317 certification or have completed the First Aid Instructor Update Course, effective August 18, 2022, before June 30,
 3318 2024, or their first aid instructor certification will be deactivated.

3319 (f) ~~(g)~~ Be required to hold additional certifications for specified areas of instruction in Commission-
 3320 approved courses pursuant to Rule 11B-20.0014, F.A.C. Commission-certified patrol rifle instructors who instruct
 3321 Patrol Rifle Operator courses or Patrol Rifle Instructor courses must be a Commission-certified handgun instructor
 3322 and a Commission-certified patrol rifle instructor pursuant to Rule 11B-20.0014, F.A.C.

3323 (g) ~~(h)~~ Be required to hold additional certifications for specified areas of instruction in Commission-
 3324 approved courses pursuant to Rule 11B-20.0014, F.A.C. Commission-certified shotgun instructors who instruct
 3325 Shotgun Operator courses or Shotgun Instructor courses must be a Commission-certified handgun instructor and a
 3326 Commission-certified shotgun instructor pursuant to Rule 11B-20.0014, F.A.C.

3327

Commented [GJ6]:

11B-35.001(3)(b):

Description of the Revision: Adds the requirement for currently certified vehicle operations instructors to complete the Vehicle Operations Instructor Update Course and for new instructors to complete the new Vehicle Operations Instructor Course.

Why the rule is being revised: Adds the requirement for currently certified vehicle operations instructors to complete the Vehicle Operations Instructor Update Course and for new instructors to complete the new Vehicle Operations Instructor Course in order to instruct the 2028 version of the Basic Recruit Vehicle Operations course.

Revised by: Madeline Aultman

Commented [GJ7]:

11B-35.001(3)(b)-(g):

Description of the Revision: Reformats paragraph 11B-35.001(3)(b)-(g), F.A.C., because of the addition of requirements for vehicle operations instructors in the new paragraph (b).

Why the rule is being revised: Reformats paragraph 11B-35.001(3)(b)-(g), F.A.C., because of the addition of requirements for vehicle operations instructors in the new paragraph (b).

Revised by: Madeline Aultman

3328 (4) Commission-approved training shall be made available to the following:

3329 (a) Students who enroll in a Commission-approved Basic Recruit Training Program to become certified law
 3330 enforcement, correctional, or correctional probation officers. Prior to enrolling in a Commission-approved Basic
 3331 Recruit Training Program, students must comply with s. 943.13(2), Florida Statutes.

3332 (b) Students who enroll in a Commission-approved Advanced or Specialized Training Program Course and are
 3333 Commission-certified law enforcement, correctional, or correctional probation officers.

3334 (c) Criminal justice officers and support personnel, defined in Section 943.10(11), F.S., are authorized to
 3335 expend Officer Training Monies to attend Commission-approved Advanced and Specialized Training Program
 3336 Courses delivered through a training school. The Commission has further authorized support personnel to attend
 3337 training courses funded with Officer Training Monies, as defined in paragraph 11B-18.0053(3)(a), F.A.C.

3338 (5) The training center director shall ensure that each student is provided with a copy of the Commission's
 3339 currently approved Basic Recruit Training Curriculum applicable to the student's enrollment prior to or at the
 3340 beginning of the program.

3341 (6) Training center directors shall ensure that instructors are delivering the current Commission-approved
 3342 training programs in compliance with Commission rules.

3343 (7) The Commission shall approve new and revised curricula in the CJSTC basic recruit, advanced, specialized
 3344 training programs pursuant to Section 943.17, F.S., and the Special Operations Forces Training Program, pursuant to
 3345 Section 943.131(3), F.S.

3346 (8) The Commission shall publish on the Active CJSTC Curricula web page the official list of approved and
 3347 active Commission courses and programs for Basic Recruit, Advanced, Specialized, and the Special Operations
 3348 Forces Training Programs. The Active CJSTC Curricula web page can be accessed at the following FDLE Internet
 3349 address: <http://www.fdle.state.fl.us/CJSTC/Curriculum/Active-Courses.aspx>.

3350 (9) Maintenance of training curricula.

3351 (a) Training curricula shall be maintained for Commission approved Basic Recruit, Advanced, Specialized,
 3352 and the Special Operations Forces Training Programs within the Florida Department of Law Enforcement.

3353 (b) Upon approval of new or revised curricula, the Commission shall establish an effective date for
 3354 implementation.

3355 (c) A course description of approved new or revised curricula shall be published on the Active CJSTC
 3356 Curricula web page within 10 days of Commission approval.

3357 (d) Each course description shall include, at a minimum, the course code, name, hours, and effective date.
 3358 Each basic recruit program description shall include, at a minimum, an outline of courses by name, course number,
 3359 and hours.

3360 (10) Student academic performance in courses.

3361 (a) Each training center director shall make available to its students and Commission staff a written copy of its
 3362 performance standards.

3363 (b) The terms "successfully completed" and "successfully complete" are denoted with a "Pass" on the
 3364 completed Training Report form CJSTC-67 and are defined as follows: A student enrolled in a Commission-
 3365 approved Basic Recruit Training Program or a Special Operations Forces Training Program shall achieve a score of
 3366 no less than 80% on each of the written end-of-course examinations, exclusive of demonstration of proficiency skills
 3367 in the Basic Recruit Training Courses. A student enrolled in a Commission-approved Advanced or Specialized
 3368 Training Program Course pursuant to paragraph (10)(d) of this rule section shall achieve a score of no less than 80%
 3369 on the written end-of-course examination. A student enrolled in a Specialized Instructor Training Course shall
 3370 achieve a score of no less than 85% on the written end-of-course examination, exclusive of demonstration of any
 3371 proficiency skills.

3372 (c) The training center director or designee is responsible for the development, maintenance, and
 3373 administration of comprehensive end-of-course examinations. The training center director or designee is authorized
 3374 to develop, maintain, and administer additional academic tests for courses and is not limited to only the utilization of

a comprehensive end-of-course examination. Training schools shall maintain examinations for Commission-approved Basic Recruit, Special Operations Forces, Advanced, Specialized Instructor Training, and Specialized Training Program Courses, pursuant to paragraph (10)(d) of this rule section and in compliance with the administration, confidentiality, and security requirements of subsections 11B-35.0085(2)-(5), F.A.C.

(d) The Commission shall designate on the Active CJSTC Curricula web page the Specialized Instructor Courses and Specialized Training Program Courses that require an end-of-course examination.

(e) End-of-course examinations shall be developed and administered for each course in a basic recruit training program and the Special Operations Forces Training Programs based on the learning objectives in each course, with the exception of the physical fitness officer wellness courses, and proficiency demonstration courses, pursuant to Rule 11B-35.009(8), F.A.C.

(11) Reporting requirements for Commission-approved Basic Recruit, Advanced, Specialized, and Special Operations Forces Training Program Courses are as follows:

(a) The training center director or designee shall determine the beginning and ending dates of each Basic Recruit Training Program and Special Operations Forces Training Program, and within thirty days following the class starting date shall forward a Training Report, form CJSTC-67, revised August 14, 2025, effective 5/2026, hereby incorporated by reference <http://flrules.org/Gateway/reference.asp?No=Ref-19475>, to Commission staff through the Commission's Automated Training Management System (ATMS). Form CJSTC-67 can be obtained at the following FDLE Internet address: <http://www.fdle.state.fl.us/CJSTC/Publications/Forms.aspx>, or by contacting Commission staff at (850) 410-8615.

(b) Following the completion of a Commission-approved Basic Recruit Training Program, Advanced Training Program Course, Special Operations Forces Training Program, or Specialized Training Program Course outlined in subsection 11B-35.007(1), F.A.C., the training center director or designee shall, within thirty days of the program or course completion date, electronically transmit a completed Training Report form CJSTC-67, or transmit an updated CJSTC-67 form through the Commission's ATMS. Submission of the Academy Physical Fitness Standards Report, form CJSTC-67A, revised August 15, 2024, effective 3/2025, hereby incorporated by reference <https://flrules.org/Gateway/reference.asp?No=Ref-17875>, is required for Law Enforcement, Correctional Probation, and Correctional Basic Recruit Training Programs within thirty days of the course completion. Submission of form CJSTC-67A is not required for the Law Enforcement Auxiliary and Cross-Over Basic Recruit Training Programs. Form CJSTC-67A can be obtained at the following FDLE Internet address: <http://www.fdle.state.fl.us/CJSTC/Publications/Forms.aspx>, or by contacting Commission staff at (850) 410-8615.

(c) The training center director or designee shall ensure that the records for Commission-approved Basic Recruit, Advanced, Specialized, and Special Operations Forces Training Program Courses are maintained in the course file within the training school. Each course shall be subject to audit by Commission staff. Such records shall, at a minimum, include:

1. Course outline(s) and daily schedule(s).
2. Course(s) name and contact person.
3. Date(s) of course(s).
4. Full legal name of all attending students.
5. Test scores and test materials shall be made available for review by Commission staff upon request, pursuant to Section 11B-35.0085, F.A.C.
6. The number of course electives for all courses delivered using Commission-approved Specialized Goals and Objectives.
7. Applicable proficiency checklists and performance reports.
8. List of course instructor(s) to include full name and a copy of the instructor's current ATMS Global Profile Sheet filed alphabetically in a master file, or maintained in the course file, or completion of Instructor Exemption, form CJSTC-82, revised August 13, 2020, effective 5/2021, hereby incorporated by reference <http://www.flrules.org/Gateway/reference.asp?No=Ref-13140>, if applicable. Form CJSTC-82 can be obtained at the

3422 following FDLE Internet address: <http://www.fdle.state.fl.us/CJSTC/Publications/Forms.aspx>, or by contacting
3423 Commission staff at (850) 410-8615.

3424 9. Student daily attendance records, to include documentation of excused absences, pursuant to subsection
3425 (10) of this rule section.

3426 10. Documentation of student makeup work, pursuant to subsection (11) of this rule section.

3427 11. Documentation on transfer students, pursuant to Section 11B-35.0023, F.A.C.

3428 12. Completed Training Report form CJSTC-67.

3429 13. Form CJSTC-67A for Basic recruit Training Programs pursuant to subsection 11B-35.001(13), F.A.C.

3430 14. For Basic Recruit Training Programs, proof of compliance with Sections 943.13(2), 943.14(7) and
3431 943.17(1)(g), F.S., and paragraph 11B-35.001(15)(b), F.A.C., which includes a completed Physician's Assessment,
3432 form CJSTC-75, revised effective August 13, 2020, effective 5/2021, hereby incorporated
3433 by reference <http://www.flrules.org/Gateway/reference.asp?No=Ref-13139>. Form CJSTC-75 can be obtained at the following
3434 <http://www.flrules.org/Gateway/reference.asp?No=Ref-13139>. FDLE Internet address: <http://www.fdle.state.fl.us/CJSTC/Publications/Forms.aspx>, or by contacting Commission
3435 staff at (850) 410-8615.
3436

3437 15. A training school re-examination policy and documented justification for each student re-examination
3438 administered.

3439 16. A list of expenditures from the Criminal Justice Standards and Training Trust Fund Officer Training
3440 Monies for Commission-approved Advanced and Specialized Training Program Courses when Officer Training
3441 Monies are used to fund the course.

3442 (12) Student attendance requirements for Commission-approved Basic Recruit Training Programs outlined in
3443 subsection 11B-35.002, F.A.C., Specialized Training Programs outlined in subsection 11B-35.007(1), F.A.C., and
3444 Advanced Training Program Courses outlined in paragraph 11B-35.006(1), F.A.C., and the Special Operations
3445 Forces Training Program outlined in subsection 11B-35.009, F.A.C.

3446 (a) The training center director or designee shall maintain daily student attendance records or login records or
3447 electronic records of participation for each training course. A training school shall have a written copy of its
3448 attendance policy available for review by students and Commission staff.

3449 (b) Each student shall attend or login and complete all sessions of a training course except for absences
3450 approved by the training center director or designee. Documentation specifying the reason for the excused absence
3451 or non-completion of login activity or non-completion of student assignments shall be maintained in the course file
3452 at the training school. Students shall be responsible for class work missed during absences. The training center
3453 director or designee shall determine the content and quantity of makeup work. Documentation of the student's
3454 make-up work shall be signed by the training center director or designee and maintained in the student or course file
3455 at the training school.

3456 (c) Competency-Based Instruction. The Commission approves competency-based instruction in the delivery
3457 of basic recruit training programs, specialized training program courses, specialized instructor training courses, the
3458 Special Operations Forces Training Program, and courses created from specialized goals and objectives, defined in
3459 subparagraph (12)(c)1., of this rule section.

3460 1. Competency-based instruction is defined as "curriculum that uses specific objectives and performance-
3461 based learning to achieve performance standards, in lieu of established contact hours" in a delivery format that
3462 ensures that the training school delivers all curriculum materials.

3463 2. Training schools are permitted to use competency-based instruction for courses within the basic recruit
3464 training programs except for the physical fitness and officer wellness courses and within the Special Operations
3465 Forces Training Program. The delivery of basic recruit training programs and the Special Operations Forces
3466 Training Program shall adhere to total program hours.

3467 3. Training schools are permitted to use eLearning instruction for Commission-approved Specialized Training
3468 Program Courses, Specialized Instructor Courses, and Specialized Goals and Objectives, pursuant to Rule 11B-
3469 35.0010, F.A.C.

Commented [G38]:

11B-35.001(11)(c)14.:

Description of the Revision: Incorporates the revised Physician's Assessment, form CJSTC-75.

Why the rule is being revised: Incorporates the revised Physician's Assessment, form CJSTC-75, to update the rule references, expand Physical Fitness Conditioning and Physical Fitness Testing activities, and remove requirement for training centers to develop and submit a physical fitness conditioning program.

Revised by: Terry Baker

(13) Student Re-examination Policy for Commission-approved Basic Recruit Training Program Courses.

(a) A student shall achieve a passing score, pursuant to subsection 11B-35.001(10), F.A.C., on all end-of-course examinations in a Commission-approved Basic Recruit Training Program or a Special Operations Forces Training Program to successfully complete a program. A student who has failed a written end-of-course examination may be granted a re-examination by the training center director if:

1. There is technical difficulty in the administration of the test.
2. A condition of the student adversely impacts the student's ability to achieve a passing score on an end-of-course examination.
3. The end-of-course testing instrument is shown to be invalid.

(b) Exclusive of the Commission's Basic Recruit Training Courses or the Special Operations Forces Training Program courses requiring proficiency demonstration and re-examinations in paragraph (13)(a) of this rule section, a student may be granted one written end-of-course re-examination during a single Basic Recruit Training Program or Special Operations Forces Training Program. Students, who have failed the written end-of-course examination after a second attempt, shall be deemed to have failed the course.

(c) The training center director is authorized to approve a student's request for re-examination.

(14) Student re-examination policy for Commission-approved Advanced and Specialized Training Program Courses. A student who has failed a written end-of-course examination in a Commission-approved Advanced or Specialized Training Program Course may be granted a re-examination of the course by the training center director as set forth in paragraph (13)(a) of this rule section. Each training school shall develop its own administrative procedures for processing a student's request for a re-examination as set forth in subsection (11) of this rule section. Training school procedures for processing student requests for re-examination shall be documented and maintained on file at the training school for review by Commission staff and the student.

(15) Basic Recruit Student Physical Fitness Program.

(a) Commission-certified training schools are responsible for developing a physical fitness program and shall provide a copy to Commission staff. The physical fitness program shall be designed to improve the student's overall physical fitness, improve the student's performance on the second physical fitness test, and provide a foundation for lifelong fitness.

(b) Basic Recruit Student Physical Fitness Test and Chemical Agent Exposure. Prior to beginning a Basic Recruit Training Program, a student shall receive a physical examination and complete the Physician's Assessment, form CJSTC-75, which shall be maintained in the student or course file at the training school. A physical examination is not required for crossover basic recruit training programs.

(c) A student shall complete the physical fitness program to successfully complete a Commission-approved Basic Recruit Training Program. The student shall complete the physical fitness test within the first two weeks of beginning a basic recruit training program and complete a second physical fitness test within the final two weeks of a basic recruit training program. The physical fitness tests are not required for crossover or auxiliary basic recruit training programs.

(16) Proof of course completion. A training school shall, within thirty days following the completion of a Commission-approved Basic Recruit, Advanced, Specialized, or Special Operations Forces Training Program Course, provide to a student who has successfully completed the program, a certificate, which shall contain at a minimum, the name of the training school, the student's name, the dates of the program or course, the number of program or course hours, the title of the Basic Recruit, Advanced, Specialized, or Special Operations Forces Training Program Course, and the current training center director's signature. Basic Recruit Training Completion Certificates shall contain the Curriculum Version Number for the course taught. The training school shall provide a certificate to a student who has successfully completed a Commission-approved Basic Recruit Training Program, and the student shall be required to pass the State Officer Certification Examination.

Rulemaking Authority 943.03(4), 943.12(1), (2), 943.17 FS. Law Implemented 943.12, 943.17 FS. History—New 12-13-92, Amended 8-7-94, 1-2-97, 7-7-99, 8-22-00, 7-29-01, 11-5-02, 11-30-04, 3-27-06, 3-21-07, 6-9-08, 9-28-09, 6-3-10, 5-21-12, 3-13-13, 5-29-14, 7-29-15, 9-4-16, 7-19-17, 8-15-18, 7-9-19, 5-5-20, 5-20-21, 6-23-22, 8-30-23, 6-20-24, 4-9-25, 6-4-26.

Rule 11B-35.001 103 2026-2027 PENDING Effective 6-4-26
 Training Programs: General Training Programs;
 Requirements and Specifications

3519 **11B-35.0010 eLearning Instruction.**

3520 (1) Training schools are permitted to use eLearning instruction for Commission-approved Specialized Training
3521 Program Courses and Specialized Instructor Courses, and courses created from Specialized Goals and Objectives.

3522 (2) eLearning Instruction is defined as a broad set of applications and processes that are facilitated and
3523 supported by information and communications technology (ICT) that includes, but are not limited to web-based
3524 learning, computer-based learning, virtual classrooms, digital media, internet learning, intranet learning, satellite
3525 broadcast, interactive TV, and CD-ROM.

3526 (3) Courses developed from Specialized Goals and Objectives and Specialized Training Program Courses shall
3527 receive full credit for the number of Officer Training Units (OTU) established for delivery of a course. "Officer
3528 Training Unit" is defined as "the number of seat hours determined to deliver a course through classroom
3529 instruction."

3530 (4) Training schools are permitted to expend Criminal Justice Standards and Training Trust Fund Officer
3531 Training Monies for conducting eLearning instruction for Commission-approved Specialized Training Program
3532 Courses and Specialized Instructor Courses, and courses created from Specialized Goals and Objectives, provided
3533 the courses are delivered using a learning management system, are instructor led, and the courses meet minimum
3534 standards pursuant to (4)(b) of this rule section. Officer Training monies shall be expended pursuant to the
3535 requirements of Rule Chapter 11B-18, F.A.C.

3536 (a) "Learning Management System" (LMS) is defined as a web-based software application for the
3537 administration, documentation, tracking, and reporting of training programs, classroom and on-line events,
3538 eLearning programs, and training content. The LMS shall facilitate:

3539 1. Management of users, roles, courses, and instructors.

3540 2. Manager approval.

3541 3. Student messaging and notifications.

3542 4. Assembly and delivery of learning resources utilizing the Shareable Content Object Reference Model
3543 (SCORM).

3544 5. Navigation of course sequence.

3545 6. Collaborative learning (e.g., application sharing, discussion threads).

3546 7. On-line assessment.

3547 8. Display of scores and transcripts.

3548 9. Grading of coursework and roster processing.

3549 10. Collection and preservation of student activity and performance data.

3550 11. Web-based or blended course delivery (web-based and classroom combined) accessible via internet
3551 enabled computing and/or mobile platforms.

3552 (b) eLearning courses shall conform to the minimum standards and criteria established and shall be
3553 documented on the eLearning Course Minimum Standards, Form CJSTC-18, Commission-approved December 16,
3554 2010, (effective 3/2013), hereby incorporated by reference, prior to delivery of the course and maintained in the
3555 course file. An electronic copy of the corresponding course shall be maintained for a minimum of five years, and
3556 upon request shall be made available for review by Commission staff. Form CJSTC-18 can be obtained at the
3557 following FDLE Internet address: <http://www.fdle.state.fl.us/CJSTC/Publications/Forms.aspx>, or by contacting
3558 Commission staff at (850) 410-8615.

3559 *Rulemaking Authority 943.03(4), 943.12(1), (2) FS. Law Implemented 943.175, 943.25 FS. History--New 3-13-13,*
3560 *7-19-17.*

3561

3562 **11B-35.0011 Basic Abilities Test Requirements for Applicant Admission into a Law Enforcement and**
3563 **Correctional Basic Recruit Training Program.**

3564 (1) Basic Abilities Test. To comply with Section 943.17(1)(g), F.S., applicants who apply for entry into a
3565 Commission-approved Basic Recruit Training Program after January 1, 2002, shall obtain a passing score on a
3566 Commission-approved Basic Abilities Test (BAT) for the law enforcement or correctional disciplines, prior to
3567 entering a program. However, a person is not required to take the BAT before entering a law enforcement officer
3568 Basic Recruit Training Program if he or she is a veteran as defined in Section 1.01 (14), F.S., or holds an associate
3569 degree or higher from an accredited college or university if applying on or after July 1, 2022. The BAT shall be
3570 administered in the State of Florida.

3571 (a) The applicant shall not take the BAT more than three total times in each discipline during any twelve-
3572 month period. Any subsequent results on the provider's test in each discipline within this period will be invalid.

3573 (b) BAT providers shall restrict access to the BAT to those applicants who produce valid photo identification.
3574 Providers shall validate the name, date of birth, gender, and social security number of each applicant to ensure that
3575 the information given by the applicant is consistent with the applicant's driver license and social security record.

3576 (c) The applicant shall not engage in conduct that subverts or attempts to subvert the BAT process. Conduct
3577 that subverts or attempts to subvert the BAT process includes:

- 3578 1. Removing BAT materials from the examination room.
- 3579 2. Reproducing or reconstructing any portion of the BAT.
- 3580 3. Aiding by any means in the reproduction of any portion of the BAT.
- 3581 4. Selling, distributing, buying, receiving, or having unauthorized possession of any portion of a past, current,
3582 or future BAT.
- 3583 5. Revealing test questions or other information that would compromise the integrity of the BAT.
- 3584 6. Possession of altered BAT official documents including student performance reports.

3585 (d) The applicant shall not violate the standards of the BAT test administration. Violations of test
3586 administration include:

- 3587 1. Communication with any other applicant during the administration of the BAT.
- 3588 2. Copying answers from another applicant or intentionally allowing one's answers to be copied by another
3589 applicant during the administration of the BAT.
- 3590 3. Having in one's possession during the administration of the BAT, any books, notes, written, or printed
3591 materials or data of any kind.
- 3592 4. Failing to comply with the BAT administrator's instructions.

3593 (e) The applicant shall not violate the applicant identification process. Conduct that violates the applicant
3594 identification process is as follows:

- 3595 1. Falsifying or misrepresenting information required for admission to the BAT.
- 3596 2. Impersonating an applicant.
- 3597 3. Having an impersonator take the BAT on one's behalf.
- 3598 4. Disrupting the test administration.

3599 (f) Any violation of the provisions of this rule section shall be documented in writing and submitted to
3600 Commission staff within seven days to the Florida Department of Law Enforcement, Criminal Justice
3601 Professionalism Program, Post Office Box 1489, Tallahassee, Florida 32302.

3602

3603 (g) When the Commission finds that an applicant has committed an act that violates paragraphs (1)(c)-(e) of
3604 this rule section, the Commission shall impose one or more of the following sanctions:

- 3605 1. Declare the applicant has failed the BAT;
- 3606 2. Require the applicant to forfeit the application fee;
- 3607 3. Declare the applicant ineligible to apply to take the BAT in any discipline for a period of five years;
- 3608 4. Deny certification by the Commission pursuant to Rule 11B-27.007, F.A.C.;
- 3609 5. Take action against any currently held Commission certification pursuant to Rule 11B-27.0011 and
3610 subsection 11B-27.005(5), F.A.C.

3611 (h) A passing score on a Commission-approved Basic Abilities Test is valid four years from the date of the
3612 test.

3613 (2) Requests for accommodations pursuant to the American with Disabilities Act shall be governed by
3614 subsection 11B-30.0071(4), F.A.C. Determinations as to eligibility for accommodations shall be made by the BAT
3615 provider on a case-by-case basis.

3616 (3) Refunds for the BAT shall not be provided should an individual take the BAT that was exempt pursuant to
3617 Rule 11B-35.0011(1), F.A.C.

3618 *Rulemaking Authority 943.03(4), 943.12(1), (2) FS. Law Implemented 943.17 FS. History—New 7-29-01. Amended*
3619 *11-5-02, 11-30-04, 3-21-07, 6-9-08, 5-21-12, 3-13-13, 5-29-14, 9-4-16, 8-15-18, 5-5-20, 8-30-23.*

3620

3621 **11B-35.002 Basic Recruit Training Programs for Law Enforcement, Correctional, and Correctional**
3622 **Probation.**

3623 (1) There are established by the Criminal Justice Standards and Training Commission, Basic Recruit Training
3624 Programs (B RTP) that provide the minimum required knowledge and proficiency skills necessary for officer
3625 employment and certification pursuant to Sections 943.10(1)-(3), (6)-(9), (18), (19), F.S. Individuals who apply for
3626 employment as a Florida law enforcement, correctional, or correctional probation officer, shall successfully
3627 complete one of the Commission-approved Basic Recruit Training Programs active at the time of enrollment, or be
3628 exempt pursuant to Section 943.13(2), F.S.

3629 (2) Individuals who are requesting employment as an officer, and have not had previous basic recruit training
3630 or have not been certified as an officer in the discipline for which certification is sought, and have met the
3631 requirements of Sections 943.13(1)-(8) and (11), 943.14(7), and 943.17(1)(g), F.S., shall successfully complete an
3632 active Commission-approved Basic Recruit Training Program pursuant to this rule section.

3633 (3) The Commission has established basic recruit cross-over training programs to provide lateral movement of
3634 officers between criminal justice disciplines. Officers requesting crossover training in another discipline must
3635 comply with Sections 943.14(7) and 943.17(1)(g), F.S.

3636 (a) To be eligible to attend a crossover training program the applicant shall:

3637 1. Be an active certified officer in the discipline the officer is moving from; or

3638 2. Have not been separated from employment in the discipline the officer is moving from for more than four
3639 years; or

3640 3. Within four years of the beginning date of the Commission-approved Basic Recruit Training Program or
3641 training required pursuant to Rules 11B-35.009(7) or (8), F.A.C., for the discipline the officer is moving from, have
3642 successfully completed the Commission-approved Basic Recruit Training Program or training required pursuant to
3643 Rules 11B-35.009(7) or (8), passed the State Officer Certification Examination (SOCE), and started the basic recruit
3644 crossover training program.

3645 (4) Each training school that offers a Commission-approved Basic Recruit Training Program, pursuant to this
3646 rule section, shall deliver all course materials included in the program. Delivery of the course materials shall
3647 comply with the requirements set forth in the Commission's approved Basic Recruit Training Curriculum.

3648 (5) A basic recruit student shall successfully complete all courses in a Commission-approved Basic Recruit
3649 Training Program for the discipline in which certification is being requested to be eligible to take the applicable
3650 State Officer Certification Examination pursuant to Rule 11B-30.0062, F.A.C.

3651 (6)(a) Within four years of the beginning date of a Commission-approved Basic Recruit Training Program, an
3652 individual shall successfully complete the program, achieve a passing score on the applicable State Officer
3653 Certification Examination (SOCE) pursuant to Rule 11B-30.0062, F.A.C., and gain employment and certification as
3654 an officer.

3655 (b) An individual who fails to comply with the requirements in paragraph (6)(a) of this rule section for the
3656 discipline in which the training was completed, within four years of the date of beginning such training, shall as a
3657 condition for obtaining employment comply with the following:

3658 1. Successfully complete the applicable Commission-approved Basic Recruit Training Program pursuant to
3659 Rule 11B-35.002, F.A.C.; and

3660 2. Achieve a passing score on the applicable State Officer Certification Examination pursuant to Rule
3661 11B-30.0062, F.A.C.

3663 (c) Students who entered into a basic recruit training program and have not completed it at the time that it is
3664 retired, remain eligible to complete the program, provided they complete the training within four years of the
3665 beginning date, pursuant to this rule section. Retired programs eligible for completion are:

3666 1. Florida Correctional Basic Recruit Training Program number 1190 (Retired June 30, 2025). Eligible until
3667 June 30, 2029. Florida Law Enforcement Academy Basic Recruit Training Program number 2000 (Retired June 30,
3668 2021). Eligible until June 30, 2025.

3669 2. Law Enforcement Officer Cross-Over Training to Florida Correctional Basic Recruit Training Program
3670 number 3001 (Retired June 30, 2025). Eligible until June 30, 2029. Law Enforcement Auxiliary Officer Basic
3671 Recruit Training Program number 3006 (Retired June 30, 2021). Eligible until June 30, 2025.

3672 3. Correctional Probation Officer Cross-Over Training to Florida Correctional Basic Recruit Training
3673 Program number 3004 (Retired June 30, 2025). Eligible until June 30, 2029. Florida Correctional Probation Officer
3674 Basic Recruit Training Program number 3000 (Retired June 30, 2021). Eligible until June 30, 2025.

3675 4. Correctional Officer Cross-Over Training to Florida Correctional Probation number 3011 (Retired June 30,
3676 2025). Eligible until June 30, 2029. Correctional Officer Cross-Over Training to Florida Law Enforcement Academy
3677 number 3002 (Retired June 30, 2021). Eligible until June 30, 2025.

3678 5. Corrections Basic Recruit Training for Special Operations Forces Recruits number 3008 (Retired June 30,
3679 2025). Eligible until June 30, 2029. Correctional Officer Cross-over Training to Correctional Probation Officer
3680 Training number 3003 (Retired June 30, 2021). Eligible until June 30, 2025.

3681 6. Correctional Probation Officer Cross-Over Training to Florida Law Enforcement Basic Recruit Training
3682 Program number 3012 (Retired June 30, 2025). Eligible until June 30, 2029. Correctional Probation Officer Cross-
3683 Over Training to Florida Law Enforcement Academy number 3005 (Retired June 30, 2021). Eligible until June 30,
3684 2025.

3685 7. Law Enforcement Basic Recruit Training for Special Operations Forces Recruits Program number 3007
3686 (Retired June 30, 2021). Eligible until June 30, 2025.

3687 8. Correctional Probation Basic Recruit Training for Special Operations Forces Recruits Program number
3688 3009 (Retired June 30, 2021). Eligible until June 30, 2025.

3689 *Rulemaking Authority 943.03(4), 943.12(1), (2), 943.17 FS. Law Implemented 943.12, 943.17 FS. History--New 12-*
3690 *13-92, Amended 1-10-94, 8-7-94, 1-2-97, 7-7-99, 8-22-00, 7-29-01, 11-5-02, 11-30-04, 3-27-06, 3-21-07, 6-9-08, 9-*
3691 *28-09, 5-21-12, 3-13-13, 5-29-14, 7-29-15, 9-4-16, 7-19-17, 8-15-18, 5-5-20, 5-20-21, 6-23-22, _____.*

3692

Commented [G39]:

11B-35.002(6)(c)1.-8.:

Description of the Revision: Updates the retired courses that are still eligible for completion.

Why the rule is being revised: Removes the retired courses that are no longer eligible for completion and incorporates the revised list of retired courses that are eligible for completion provided that they are still within four years from the beginning date of the training.

Revised by: Bureau Chief Ashley Pennington

Rule 11B-35.002

108

2026-2027 PENDING Effective 6-23-22

Training Programs: Basic Recruit Training
Programs for Law Enforcement, Correctional,
and Correctional Probation

3693 **11B-35.0021 Courses and Requirements for Basic Recruit Training, Advanced, Specialized, and**
3694 **Instructor Training Requiring Proficiency Demonstration.**

3695 (1) High-Liability Basic Recruit Training Program Courses:

3696 (a) Criminal Justice Firearms.

3697 (b) Law Enforcement Vehicle Operations.

3698 (c) Criminal Justice Defensive Tactics.

3699 (d) First Aid for Criminal Justice Officers.

3700 (2) DUI Traffic Stops.

3701 (3) High-Liability Instructor Training Courses:

3702 (a) Handgun Instructor Course, number 801.

3703 (b) Vehicle Operations Instructor Course, number 800.

3704 (c) Defensive Tactics Instructor Course, number 802.

3705 (d) First Aid Instructor Course, number 1114.

3706 (e) Patrol Rifle Instructor Course, number 3024.

3707 (f) Shotgun Instructor Course, number 3025.

3708 (4) Specialized Instructor Courses:

3709 (a) Speed Measurement Instructor Course, number 1159.

3710 (b) Breath Test Instructor Course, number 1110.

3711 (c) Breath Test Instructor Course-Intoxilyzer 9000, number 1117.

3712 (d) Breath Test Instructor Renewal Course, number 1111.

3713 (e) Breath Test Instructor Renewal Course-Intoxilyzer 9000, number 1118.

3714 (f) Canine Team Training Instructor Course, number 1199.

3715 (5) Advanced Training Program Courses:

3716 (a) Speed Measurement Course, number 1158.

3717 (b) Underwater Police Science and Technology course, number 077.

3718 (6) Specialized Training Program Course: Canine Team Training Course, number 1198.

3719 (7) Applicants shall complete the training requirements set forth in subsections 11B-20.0014(2)-(3), F.A.C., to
3720 become certified by the Commission to instruct in the topics of handgun, patrol rifle, shotgun, vehicle operations,
3721 defensive tactics, first aid, speed measurement, canine, diving, and breath test.

3722 (8) Instructor to student ratios for instruction of proficiency skills in High-Liability Basic Recruit Training
3723 Program Courses, DUI Traffic Stops, High-Liability Instructor Training Courses, Specialized Instructor Courses,
3724 Advanced Training Program Courses, and Specialized Training Program Courses, requiring proficiency
3725 demonstration.

3726

3727 (a) For instruction of the Criminal Justice Firearms Course and Handgun Instructor Course, Single Officer
3728 Response to Active Threat and Shooter Incidents Course, Single Officer Response to Active Threat and Shooter
3729 Incidents Instructor Course, Patrol Rifle Operator Course, Patrol Rifle Instructor Course, Shotgun Operator Course,
3730 and Shotgun Instructor Course, there shall be no more than six students actively engaged on a firearms range for
3731 each Commission-certified handgun, rifle, or shotgun instructor, as appropriate. While training is actively engaged,
3732 one rangemaster shall supervise all range activity and shall not be included as an instructor to comply with the
3733 instructor to student ratio requirements. Actively engaged is defined as "a student on the firing range handling a
3734 weapon." For the Criminal Justice Firearms Course, Handgun Instructor Course, Single Officer Response to Active
3735 Threat and Shooter Incidents Course, or Single Officer Response to Active Threat and Shooter Incidents Instructor
3736 Course, the rangemaster shall be a Commission-certified handgun instructor. For the Patrol Rifle Operator Course
3737 and Patrol Rifle Instructor Course, the rangemaster shall be a Commission-certified patrol rifle instructor. For the
3738 Shotgun Operator Course and Shotgun Instructor Course, the rangemaster shall be a Commission-certified shotgun
3739 instructor.

3740 (b) For instruction of the Law Enforcement Vehicle Operations Course or Vehicle Operations Instructor
3741 Course, there shall be at least one Commission-certified vehicle operations instructor for each vehicle actively
3742 engaged on a driving range. One rangemaster shall supervise all range activity while training is actively engaged.
3743 Actively engaged is defined as "a vehicle that is at the point between the start and end of an exercise." Returning
3744 from or being en route to a driving range or course shall not be considered as actively engaged. The rangemaster
3745 shall be a Commission-certified vehicle operations instructor and shall not be included as an instructor to comply
3746 with the instructor to vehicle ratio requirements.

3747 (c) For instruction of the Criminal Justice Defensive Tactics Course or Defensive Tactics Instructor Course,
3748 there shall be one lead defensive tactics instructor that shall be counted in the instructor to student ratio of one
3749 Commission-certified defensive tactics instructor for every eight students actively engaged in defensive tactics.
3750 Actively engaged is defined as "a student engaged in the practical performance of any one of the approved defensive
3751 tactics techniques."

3752 (d) For instruction of the First Aid for Criminal Justice Officers Course and First Aid Instructor Course, at least
3753 one Commission-certified First Aid Instructor shall be required for every ten students actively engaged in the
3754 practical and performance areas of the training. Actively engaged is defined as "a student involved in the practical
3755 performance of any first aid skills training." CPR instructors, who possess an active CPR instructor certification
3756 from the American Heart Association (AHA), American Red Cross (ARC), American Safety & Health Institute
3757 (ASHI), or other entity referenced in Rule 64J-1.022, F.A.C., are permitted to instruct CPR only in the First Aid for
3758 Criminal Justice Officers Course and may be used to meet the required instructor to student ratio for demonstration
3759 of CPR proficiency skills only in the First Aid for Criminal Justice Officers Course. A copy of the Instructor
3760 Exemption Application form CJSTC-82 and a copy of the CPR instructor's active CPR Instructor Certification shall
3761 be maintained in the course file. Form CJSTC-82 can be obtained by contacting Commission staff at (850) 410-
3762 8615 or at the following FDLE Internet address <http://www.fdle.state.fl.us/CJSTC/Publications/Forms.aspx>.

3763 (e) For instruction of the Speed Measurement Course or the Speed Measurement Instructor Course, there shall
3764 be one Commission-certified Speed Measurement Instructor for each class. Speed Measurement Device Operators
3765 are authorized to instruct the practical exercises in the Speed Measurement Course or the Speed Measurement
3766 Instructor Course under the supervision of a certified Speed Measurement Instructor. A copy of the Instructor
3767 Exemption form CJSTC-82 shall be maintained in the course file.

3768 (f) For instruction of the Breath Test Instructor Course, there shall be at least one Commission-certified Breath
3769 Test Instructor, who shall also be Alcohol Testing Program staff, for each class. An individual, who has a
3770 professional or technical certification or three years of experience in the specified subject matter to be instructed,
3771 shall be authorized to instruct the relevant topic under the supervision of the FDLE Alcohol Testing Program
3772 Commission-certified instructor. A copy of the Instructor Exemption form CJSTC-82 shall be maintained in the
3773 course file.

3774

3775 (g) For instruction of the Breath Test Instructor Renewal Course, there shall be at least one Commission-
3776 certified Breath Test Instructor, who shall also be Alcohol Testing Program staff, for each class. An individual, who
3777 has a professional or technical certification or three years of experience in the specified subject matter to be
3778 instructed, shall be authorized to instruct the relevant topic under the supervision of the Commission-certified Breath
3779 Test Instructor. A copy of the Instructor Exemption form CJSTC-82 shall be maintained in the course file.

3780 (h) For instruction of the Underwater Police Science and Technology course, there shall be at least one
3781 Commission-certified Criminal Justice Diving Instructor for each eight students actively engaged in water activities.
3782 Training centers are permitted to use qualified safety divers in assisting the instructor with water exercises. For each
3783 qualified safety diver, two additional students are permitted to actively engage in water activities. A maximum of
3784 two qualified safety divers are permitted per instructor. Qualified safety divers shall not be enrolled as students in
3785 the course in which they are assisting and shall not be included as an instructor to comply with the instructor to
3786 student ratio requirements. Actively engaged is defined as "a student in the water participating in the practical
3787 performance of any dive activities." Qualified safety diver is defined as "an individual who possesses a current
3788 Advanced Open Water Dive Certification, is an active or former member of a criminal justice dive team, and is
3789 approved by the training center director or designee to assist the instructor with water exercises." A copy of the
3790 Instructor Exemption form CJSTC-82 shall be maintained in the course file.

3791 (i) For instruction of the Canine Team Training Course number 1198, there shall be at least one Commission-
3792 certified instructor for eight student canine teams while actively engaged in canine team activities. Individuals with
3793 three years of documented experience working with canines and approved by the training center director or designee
3794 are allowed to assist the instructor during practical exercises and shall not be included as an instructor to comply
3795 with the instructor to student ratio requirements. Actively engaged is defined as a student canine team actively
3796 working and performing practical exercises. A copy of the Instructor Exemption form CJSTC-82 shall be
3797 maintained in the course file.

3798 (j) For instruction of the Canine Team Training Instructor Course number 1199, there shall be at least one
3799 Commission-certified instructor for eight student canine teams while actively engaged in canine team activities.
3800 Individuals approved by the training center director or designee are allowed to assist the instructor during practical
3801 exercises and shall not be included as an instructor to comply with the instructor to student ratio requirements.
3802 Actively engaged is defined as a student canine team actively working and performing practical exercises. A copy
3803 of the Instructor Exemption form CJSTC-82 shall be maintained in the course file.

3804 *Rulemaking Authority 943.03(4), 943.12(1), (2), 943.14(3), 943.17 FS. Law Implemented 943.12(5), 943.17 FS.*
3805 *History—New 12-13-92, Amended 1-2-97, 7-7-99, 8-22-00, 7-29-01, 11-5-02, 11-30-04, 3-21-07, 6-9-08,*
3806 *9-28-09, 3-13-13, 5-29-14, 7-29-15, 9-4-16, 7-19-17, 6-20-24, 4-9-25.*

3807 **11B-35.0023 Student Transfers within Basic Recruit Training Programs.**

3808 (1) Pursuant to subsection 11B-35.002(1), F.A.C., Commission-approved Basic Recruit Training Programs

3809 shall be offered only at training schools certified by the Criminal Justice Standards and Training Commission for the

3810 respective discipline.

3811 (2) A student may transfer courses from a Commission-approved Basic Recruit Training Program to another

3812 training school, for the same training program, provided:

3813 (a) The courses have been successfully completed four years from the beginning date of the Commission-

3814 approved Basic Recruit Training Program; and

3815 (b) The student has not been dismissed from the previous training school; and

3816 (c) Verification has been made by reviewing the student's grade on the ATMS Global Profile Sheet or other

3817 documentation provided by the school where the courses were completed.

3818 (d) Basic recruit training courses requiring proficiency demonstrations that were successfully completed shall

3819 be transferable. Demonstration of proficiency skills required by the rule at the time of the requested transfer shall be

3820 met by the student. The training center director or designee shall evaluate the student's completed performance

3821 evaluation form(s) and ensure the student meets the current proficiency standards. Demonstration of the new skills

3822 shall be documented on the applicable performance evaluation form pursuant to Section 11B-35.0024, F.A.C.

3823 (3) A student may transfer Commission-approved Basic Recruit Training High Liability Courses, pursuant to

3824 Rule 11B-35.0021(1), F.A.C., completed in one Basic Recruit Training Program to another Basic Recruit Training

3825 Program provided:

3826 (a) The courses have been successfully completed within four years from the beginning date of the

3827 Commission-approved Basic Recruit Training Program; and

3828 (b) The student has not been dismissed for disciplinary reasons from the previous Commission-approved Basic

3829 Recruit Training Program; and

3830 (c) Verification has been made by reviewing the student's grade on the ATMS Global Profile Sheet or other

3831 documentation provided by the school where the courses were completed.

3832 (d) Demonstration of proficiency skills required by the rule at the time of the requested transfer shall be met by

3833 the student. The training center director or designee shall evaluate the student's completed performance evaluation

3834 form(s) and ensure the student meets the current proficiency standards. Demonstration of the new skills shall be

3835 documented on the applicable performance evaluation form pursuant to Section 11B-35.0024, F.A.C.

3836 (4) A student may transfer training hours completed in a Criminal Justice Officer Physical Fitness Training

3837 course in one Basic Recruit Training Program to another training school, for the same training program, provided:

3838 (a) The hours have been completed within four years from the beginning date of the Commission-approved

3839 Basic Recruit Training Program; and

3840 (b) The student has not been dismissed from the previous training school; and

3841 (c) The training center director or designee for the training school to which the student is transferring approves

3842 the transfer of hours and has obtained written verification of the hours from the previous training school.

3843 (5) Both the transferring student and the receiving training school shall request the transferring training school

3844 to complete and submit the appropriate student records. Upon receipt of such request, the transferring training

3845 school is responsible for submitting the transferring student's records to the receiving training school.

3846 (6) (5) When a student has successfully completed courses included in a Commission-approved Basic Recruit

3847 Training Program at two or more training schools, and has met all requirements for completion of the program set

3848 forth in the requirements of this rule section, the training school where the student has successfully completed the

3849 greatest number of courses in that program, shall upon receipt of the student records from the other training

3850 school(s), submit a Training Report form CJSTC-67 to Commission staff. The training school submitting form

3851 CJSTC-67, may require the student to demonstrate the required proficiency skills not completed at that school,

3852 pursuant to subsection 11B-35.0024(1), F.A.C. The training school submitting form CJSTC-67 shall provide the

3853 student with written evidence of the student's successful completion of the Basic Recruit Training Program.

Commented [GHJ10]: 11B-35.0023(4):
Description of the Revision: Adds subsection 11B-35.0023(4), F.A.C., to include requirements for transfer training hours.
Why the rule is being revised: Adds subsection 11B-35.0023(4), F.A.C., to include requirements to allow a student to transfer training hours completed in a Criminal Justice Officer Physical Fitness Training course in one Basic Recruit Training Program to another training school, for the same training program.
Revised by: Terry Baker

Commented [GHJ11]: 11B-35.0023(4)-(7):
Description of the Revision: Reformats the numbering of subsections 11B-35.0023(4)-(7), F.A.C.
Why the rule is being revised: Reformats the numbering of subsections 11B-35.0023(4)-(7), F.A.C.
Revised by: Terry Baker

Rule 11B-35.0023 112 2026-2027 PENDING Effective 7-19-17
 Training Programs: Student Transfers within
 Basic Recruit Training Programs

3854 (7) (6) Nothing in this rule section shall be construed to prevent a training school from admitting a student for
3855 the limited purpose of completing a course(s) required for completion of a Commission-approved Basic Recruit
3856 Training Program at another training school where the student is enrolled.
3857 *Rulemaking Authority 943.03(4), 943.12(1), (2) FS. Law Implemented 943.17 FS. History—New 12-13-92,*
3858 *Amended 1-2-97, 7-7-99, 8-22-00, 7-29-01, 11-5-02, 11-30-04, 6-9-08, 9-28-09, 3-13-13, 7-19-17, _____.*
3859

Rule 11B-35.0023	113	2026-2027 PENDING Effective _____	7-19-17
Training Programs: Student Transfers within			
Basic Recruit Training Programs			

3860 **11B-35.0024 Student Performance in Commission-approved High-Liability Basic Recruit Training**
3861 **Courses, Instructor Training Courses, and Specialized and Advanced Training Program Courses Requiring**
3862 **Proficiency Demonstration.**

3863 (1) Students enrolled in a Commission-approved Basic Recruit Training Program, Instructor Training Course,
3864 or Specialized or Advanced Training Course shall qualify through demonstration of proficiency skill(s) in the
3865 applicable course(s) and pass a written end-of-course examination.

3866 (2)(a) A basic recruit student shall be given the opportunity for one additional attempt at the required
3867 demonstration of proficiency skill(s), or one re-examination of required written end-of-course examination in DUI
3868 Traffic Stops and each of the four high-liability topics of firearms, vehicle operations, defensive tactics, and first aid.
3869 A basic recruit student, who has failed to pass the written end-of-course examination or the required demonstration
3870 of the proficiency skill(s) after a second attempt, shall be deemed to have failed the training course.

3871 (b) An instructor student shall pass a written end-of-course examination and demonstrate proficiency skill(s)
3872 during the first attempt. An instructor student, who has failed to pass the written end-of-course examination or
3873 successfully demonstrated the proficiency skill(s) during the first attempt, shall be deemed to have failed the
3874 instructor training course. An instructor student who has failed a written end-of-course examination or the
3875 proficiency skill(s) during the first attempt, shall be granted a reexamination by the training center director if:

3876 1. There is technical difficulty in the administration of the test, such as a power failure or evacuation of the
3877 building; or

3878 2. A condition of the student adversely impacts the student's ability to achieve a passing score on an end-of-
3879 course examination. A condition of the student that adversely impacts the student's ability could include illness or
3880 death of a family member; or

3881 3. The end-of-course testing instrument is determined to be invalid by the training school.

3882 (3) Successful completion and demonstration of proficiency skills is required for each of the following high-
3883 liability courses: Criminal Justice Defensive Tactics Course, Defensive Tactics Instructor Course, Criminal Justice
3884 Firearms Course, Handgun Instructor Course, Patrol Rifle Instructor Course, Shotgun Instructor Course, Law
3885 Enforcement Vehicle Operations Course, Vehicle Operations Instructor Course, First Aid for Criminal Justice
3886 Officers Course, and First Aid Instructor Course.

3887 (a) Criminal Justice Defensive Tactics Course.

3888 1. The Criminal Justice Defensive Tactics Course shall be delivered to students enrolled in a Commission-
3889 approved Basic Recruit Training Program.

3890 2. A basic recruit student shall achieve a score of no less than 80% on the required written end-of-course
3891 examination and demonstrate at 100% proficiency, defensive tactics skills taught by a training school, with the
3892 results recorded on the required Defensive Tactics Performance Evaluation, form CJSTC-6, revised August 18,
3893 2022, effective 8/2023, hereby incorporated by reference [https://www.flrules.org/Gateway/reference.asp?No=Ref-](https://www.flrules.org/Gateway/reference.asp?No=Ref-15513)
3894 [15513](https://www.flrules.org/Gateway/reference.asp?No=Ref-15513). Form CJSTC-6 can be obtained at the following FDLE Internet address:
3895 <http://www.fdle.state.fl.us/CJSTC/Publications/Forms.aspx>, or by contacting Commission staff at (850) 410-8615.
3896 Form CJSTC-6 shall be maintained in the student or course file.

3897 3. A basic recruit student shall be subject to chemical agent contamination as described in the Criminal Justice
3898 Defensive Tactics Course. Prior to beginning a Law Enforcement, Correctional, or Correctional Probation Basic
3899 Recruit Training Program, a student shall complete the Physician's Assessment, form CJSTC-75. This form verifies
3900 that there are no known medical conditions that would prevent a student from participating in chemical agent
3901 contamination.

3902

3903 (b) Defensive Tactics Instructor Course.

3904 1. An instructor student shall complete the Defensive Tactics Instructor requirements pursuant to Rule
3905 11B-20.0014, F.A.C., to instruct the following courses: The Criminal Justice Defensive Tactics Course in a
3906 Commission-approved Basic Recruit Training Program, Advanced Defensive Tactics Course, or Defensive Tactics
3907 Instructor Course.

3908 2. A defensive tactics instructor student shall achieve a score of no less than 85% on the required written end-
3909 of-course examination and demonstrate all Defensive Tactics High-Liability Proficiency Skills, at 100% for all
3910 proficiency skills, with the results recorded on the required CJSTC-6 form. A copy of the completed form CJSTC-6
3911 shall be provided to the student and the original form CJSTC-6 shall be maintained in the student or course file.

3912 (c) Criminal Justice Firearms Course.

3913 1. The Criminal Justice Firearms Course shall be delivered to students enrolled in a Commission-approved
3914 Basic Recruit Training Program.

3915 2. A basic recruit student shall achieve a score of 80% on the required written end-of-course examination and
3916 demonstrate the required Handgun Proficiency Skills with a semi-automatic pistol. The results shall be recorded on
3917 the required Handgun Performance Evaluation form CJSTC-4, revised August 15, 2024, effective 3/2025, hereby
3918 incorporated by reference <https://www.flrules.org/Gateway/reference.asp?No=Ref-17876>.
3919 https://www.flrules.org/Gateway/reference.asp?No=Ref-17876. Form CJSTC-4 can be obtained at the following FDLE Internet address:
3920 <http://www.fdle.state.fl.us/CJSTC/Publications/Forms.aspx>, or by contacting Commission staff at (850)410-8615.
3921 Form CJSTC-4 shall be maintained in the student or course file.
3922

Commented [GHJ12]: 11B-35.0024(3)(c)2.

Description of the Revision: Incorporates the revised Handgun Performance Evaluation, form CJSTC-4.

Why the rule is being revised: Incorporates the revised Handgun Performance Evaluation, form CJSTC-4, to expand the date boxes to allow more space for instructors to record the test/attempt dates in the Qualification and Proficiency Evaluation categories.

Revised by: Priscilla Martin

3923 (d) Handgun Instructor Course.

3924 1. An instructor student shall complete the Handgun Instructor requirements pursuant to Rule 11B-
3925 20.0014, F.A.C., to instruct the following courses: The Criminal Justice Firearms Course in a Commission-
3926 approved Basic Recruit Training Program, Single Officer Response to Active Threat and Shooter Incidents Course,
3927 Single Officer Response to Active Threat and Shooter Incidents Instructor Course, Patrol Rifle Operator Course,
3928 Patrol Rifle Instructor Course, Shotgun Operator Course, Shotgun Instructor Course, or Handgun Instructor Course.

3929 2. A handgun instructor student shall achieve a score of no less than 85% on the required written end-of-
3930 course examination and demonstrate the required Handgun Proficiency Skills with a semi-automatic pistol. The
3931 results shall be recorded on the required Handgun Instructor Performance Evaluation form CJSTC-4H, revised
3932 August 15, 2024, effective 3/2025, hereby incorporated by reference https://www.flrules.org/Gateway/reference.asp?No=Ref-17877.
3933 https://www.flrules.org/Gateway/reference.asp?No=Ref-17877. Form CJSTC-4H can be obtained at the following FDLE Internet address:
3934 <http://www.fdle.state.fl.us/CJSTC/Publications/Forms.aspx>, or by contacting Commission staff at (850) 410-8615.
3935 A copy of the completed form CJSTC-4H shall be provided to the student and the original form CJSTC-4H shall be
3936 maintained in the student or course file.
3937

Commented [GHJ13]: 11B-35.0024(3)(d)2.

Description of the Revision: Incorporates the revised Handgun Instructor Performance Evaluation, form CJSTC-4H.

Why the rule is being revised: Incorporates the revised Handgun Instructor Performance Evaluation, form CJSTC-4H, to expand the date boxes to allow more space for instructors to record the test/attempt dates in the Qualification and Proficiency Evaluation categories.

Revised by: Priscilla Martin

3938 (e) First Aid for Criminal Justice Officers Course.

3939 1. The First Aid for Criminal Justice Officers Course shall be delivered to students enrolled in a Commission-
3940 approved Basic Recruit Training Program.

3941 2. A basic recruit student shall achieve a score of no less than 80% on the required written end-of-course
3942 examination and demonstrate the required First Aid High-Liability Proficiency Skills at 100%, with the results
3943 recorded on the required First Aid Performance Evaluation, form CJSTC-5, revised August 14, 2025, effective
3944 5/2026, hereby incorporated by reference <http://flrules.org/Gateway/reference.asp?No=Ref-19476>. Form CJSTC-5
3945 can be obtained at the following FDLE Internet address: <http://www.fdle.state.fl.us/CJSTC/Publications/Forms.aspx>,
3946 or by contacting Commission staff at (850) 410-8615. Form CJSTC-5 shall be maintained in the student or course
3947 file.
3948

Rule 11B-35.0024

115

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Training Programs: Student Performance in
Commission-approved High-Liability Basic
Recruit Training Courses, Instructor Training
Courses, and Specialized and Advanced Training
Program Courses Requiring Proficiency Demonstration

3949 (f) First Aid Instructor Course.

3950 1. An instructor student shall complete the First Aid Instructor Course pursuant to Rule 11B-20.0014, F.A.C.,
3951 to instruct the following courses: The First Aid for Criminal Justice Officers Course in a Commission-approved
3952 Basic Recruit Training Program or the First Aid Instructor Course.

3953 2. An instructor student shall achieve a score of no less than 85% on the required written end-of-course
3954 examination and demonstrate the required First Aid High-Liability Proficiency Skills, at 100% for all proficiency
3955 skills, with the results recorded on the required CJSTC-5 form. A copy of the completed form CJSTC-5 shall be
3956 provided to the student and the original form CJSTC-5 shall be maintained in the student or course file.

3957 (g) Law Enforcement Vehicle Operations Course.

3958 1. The Law Enforcement Vehicle Operations Course shall be delivered to students enrolled in a Commission-
3959 approved Basic Recruit Training Program.

3960 2. A basic recruit student shall achieve a score of no less than 80% on the required written end-of-course
3961 examination and demonstrate the required Vehicle Operations High-Liability Proficiency Skills, with four out of
3962 five runs (80%) for each exercise, with the results recorded on the required Vehicle Operations Performance
3963 Evaluation, form CJSTC-7, revised effective August 18, 2022, effective 8/2023, hereby
3964 incorporated by reference [https://www.flrules.org/Gateway/reference.asp?No=Ref-](https://www.flrules.org/Gateway/reference.asp?No=Ref-15514)
3965 <https://www.flrules.org/Gateway/reference.asp?No=Ref-15514>. Form CJSTC-7 can be obtained at the following
3966 FDLE Internet address: <http://www.fdle.state.fl.us/CJSTC/Publications/Forms.aspx>, or by contacting Commission
3967 staff at (850) 410-8615. Form CJSTC-7 shall be maintained in the student or course file.

3968 (h) Vehicle Operations Instructor Course.

3969 1. An instructor student shall complete the Vehicle Operations Instructor requirements pursuant to Rule 11B-
3970 20.0014, F.A.C., to instruct the following courses: The Law Enforcement Vehicle Operations Course in a
3971 Commission-approved Basic Recruit Training Program or the Vehicle Operations Instructor Course.

3972 2. An instructor student shall achieve a score of no less than 85% on the required written end-of-course
3973 examination and demonstrate the required Vehicle Operations High-Liability Proficiency Skills, with four out of
3974 five runs (80%) for each exercise, with the results recorded on the required CJSTC-7 form. A copy of the completed
3975 form CJSTC-7 shall be provided to the student and the original form CJSTC-7 shall be maintained in the student or
3976 course file.

3977 (i) Patrol Rifle Instructor Course.

3978 1. An instructor student shall complete the Patrol Rifle Instructor requirements pursuant to Rule 11B-20.0014,
3979 F.A.C., to instruct the following courses: Patrol Rifle Operator Course or Patrol Rifle Instructor Course.

3980 2. A patrol rifle instructor student shall achieve a score of no less than 85% on the required written end-of-
3981 course examination and demonstrate the required Rifle Proficiency Skills with a patrol rifle. The results shall be
3982 recorded on the required Patrol Rifle Instructor Performance Evaluation, form CJSTC-4R, revised created
3983 effective August 15, 2024, effective 3/2025, hereby incorporated by reference
3984 [https://www.flrules.org/Gateway/reference.asp?No=Ref-](https://www.flrules.org/Gateway/reference.asp?No=Ref-17878)
3985 <https://www.flrules.org/Gateway/reference.asp?No=Ref-17878>. Form CJSTC-4R can be obtained at the following FDLE Internet address:
3986 <http://www.fdle.state.fl.us/CJSTC/Publications/Forms.aspx>, or by contacting Commission staff at (850) 410-8615. A
3987 copy of the completed form CJSTC-4R shall be provided to the student and the original form CJSTC-4R shall be
3988 maintained in the student or course file.

3989 (j) Shotgun Instructor Course.

3990 1. An instructor student shall complete the Shotgun Instructor requirements pursuant to Rule 11B-20.0014,
3991 F.A.C., to instruct the following courses: Shotgun Operator Course or Shotgun Instructor Course.

3992

Commented [GJ14]:

11B-35.0024(3)(g)2.:

Description of the Revision: Incorporates the revised Vehicle

Operations Performance Evaluation, form CJSTC-7.

Why the rule is being revised: Incorporates the revised Vehicle
Operations Performance Evaluation, form CJSTC-7, to update the
rule reference and update criteria for passing proficiency skills.

Revised by: Madeline Aultman

Commented [GHJ15]: 11B-35.0024(3)(i)2.:

Description of the Revision: Incorporates the revised Patrol Rifle
Instructor Performance Evaluation, form CJSTC-4R.

Why the rule is being revised: Incorporates the revised Patrol
Rifle Instructor Performance Evaluation, form CJSTC-4R, to expand
the date boxes to allow more space for instructors to record the
test/attempt dates in the Qualification and Proficiency Evaluation
categories.

Revised by: Priscilla Martin

Rule 11B-35.0024	116	2026-2027 PENDING Effective 6-4-26
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Commission-approved High-Liability Basic		
Recruit Training Courses, Instructor Training		
Courses, and Specialized and Advanced Training		
Program Courses Requiring Proficiency Demonstration		

3993 2. A shotgun instructor student shall achieve a score of no less than 85% on the required written end-of-course
3994 examination and demonstrate the required Shotgun Proficiency Skills with a shotgun. The results shall be recorded
3995 on the required Shotgun Instructor Performance Evaluation, form CJSTC-4S, revised created
3996 effective August 15, 2024, effective 3/2025, hereby incorporated by reference
3997 <https://www.flrules.org/Gateway/reference.asp?No=Ref-17879>. Form CJSTC-4S can be obtained at the following FDLE Internet address:
3998 <http://www.fdle.state.fl.us/CJSTC/Publications/Forms.aspx>, or by contacting Commission staff at (850) 410-8615. A
3999 copy of the completed form CJSTC-4S shall be provided to the student and the original form CJSTC-4S shall be
4000 maintained in the student or course file.
4001

4002 (4) Successful completion and demonstration of proficiency skills is required for each of the following basic
4003 recruit, advanced, specialized instructor, or specialized training program courses: DUI Traffic Stops, Speed
4004 Measurement Course, Speed Measurement Instructor Course, Breath Test Instructor Course, Breath Test Instructor
4005 Renewal Course, Breath Test Instructor Course-Intoxilyzer 9000, Breath Test Instructor Renewal Course-Intoxilyzer
4006 9000, Breath Test Operator Course, Breath Test Operator Renewal Course, Breath Test Operator Course-Intoxilyzer
4007 9000, Breath Test Operator Renewal Course-Intoxilyzer 9000, Agency Inspector Course, Agency Inspector Renewal
4008 Course, Agency Inspector Course-Intoxilyzer 9000, Agency Inspector Renewal Course-Intoxilyzer 9000,
4009 Underwater Police Science and Technology course, Canine Team Training Course, and Canine Team Training
4010 Instructor Course.

4011 (a) DUI Traffic Stops Course.

4012 1. The DUI Traffic Stops Course shall be delivered to students enrolled in a Commission-approved Law
4013 Enforcement Basic Recruit Training Program.

4014 2. A basic recruit student shall achieve a score of no less than 80% on the required written end-of-course
4015 examination and demonstrate the required DUI Traffic Stops proficiency skills at 100% proficiency, with the results
4016 recorded on the required DUI Traffic Stops Performance Evaluation, form CJSTC-13, created October 30, 2008,
4017 revised November 7, 2013, effective 5/2014, hereby incorporated by reference
4018 <http://www.flrules.org/Gateway/reference.asp?No=Ref-03929>. Form CJSTC-13 can be obtained at the following
4019 FDLE Internet address: <http://www.fdle.state.fl.us/CJSTC/Publications/Forms.aspx>, or by contacting Commission
4020 staff at (850) 410-8615. Form CJSTC-13 shall be maintained in the student or course file.

4021 (b) Speed Measurement Course, number 1158. A student shall achieve a score of no less than 80% on the
4022 required written end-of-course examination and demonstrate the required proficiency skills at 100%, with the results
4023 recorded on the required Speed Measurement Operator Performance Report form CJSTC-11, revised November 7,
4024 2013, effective 5/2014, hereby incorporated by reference <https://www.flrules.org/Gateway/reference.asp?No=Ref-02323>. Form CJSTC-11 can be obtained at the following FDLE Internet address:
4025 <http://www.fdle.state.fl.us/CJSTC/Publications/Forms.aspx>, or by contacting Commission staff at (850) 410-8615.
4026 Form CJSTC-11 shall be maintained in the student or course file.
4027

4028 (c) Speed Measurement Instructor Course, number 1159.

4029 1. An instructor student shall complete the Speed Measurement Instructor requirements, pursuant to Rule
4030 11B-20.0014, F.A.C., to instruct speed measurement courses and the speed measurement instructor course.

4031 2. An instructor student shall achieve a score of no less than 85% on the required written end-of-course
4032 examination and demonstrate the required proficiency skills at 100%, with the results recorded on the required
4033 Speed Measurement Device Instructor Field Evaluation form CJSTC-10, revised August 13, 2020, effective 5/2021,
4034 hereby incorporated by reference <http://www.flrules.org/Gateway/reference.asp?No=Ref-13142>. Form CJSTC-10
4035 can be obtained at the following FDLE Internet address:
4036 <http://www.fdle.state.fl.us/CJSTC/Publications/Forms.aspx>, or by contacting Commission staff at (850) 410-8615.
4037 A copy of the completed form CJSTC-10 shall be provided to the student and the original form CJSTC-10 shall be
4038 maintained in the student or course file.
4039

Commented [GHJ16]: 11B-35.0024(3)(j)2.:

Description of the Revision: Incorporates the revised Shotgun Instructor Performance Evaluation, form CJSTC-4S.

Why the rule is being revised: Incorporates the revised Shotgun Instructor Performance Evaluation, form CJSTC-4S, to expand the date boxes to allow more space for instructors to record the test/attempt dates in the Qualification and Proficiency Evaluation categories.

Revised by: Priscilla Martin

Rule 11B-35.0024 117 2026-2027 PENDING Effective 6-4-26
Training Programs: Student Performance in
Commission-approved High-Liability Basic
Recruit Training Courses, Instructor Training
Courses, and Specialized and Advanced Training
Program Courses Requiring Proficiency Demonstration

4040 (d) Breath Test Instructor Course, number 1110.

4041 1. An instructor student shall complete the Breath Test Instructor Course requirements pursuant to Rule
4042 11B-20.0014, F.A.C., to instruct the Breath Test Operator Course, Breath Test Operator Renewal Course, Agency
4043 Inspector Course, and Agency Inspector Renewal Course.

4044 2. An instructor applicant shall achieve a score of no less than 85% on the required written end-of-course
4045 examination and demonstrate the required proficiency skills at 100%, with the results recorded on the required
4046 Breath Test Instructor Performance form CJSTC-17, revised August 10, 2023, effective 6/2024, hereby incorporated
4047 by reference <https://www.flrules.org/Gateway/reference.asp?No=Ref-16662>. Form CJSTC-17 can be obtained at
4048 the following FDLE Internet address: <http://www.fdle.state.fl.us/CJSTC/Publications/Forms.aspx>, or by contacting
4049 Commission staff at (850) 410-8615. A copy of the completed form shall be provided to the student and the original
4050 shall be maintained in the course file.

4051 (e) Breath Test Instructor Course-Intoxilyzer 9000, number 1117.

4052 1. An instructor student shall complete the Breath Test Instructor Course-Intoxilyzer 9000 requirements
4053 pursuant to Rule 11B-20.0014, F.A.C., to instruct the Breath Test Operator Course-Intoxilyzer 9000, Breath Test
4054 Operator Renewal Course-Intoxilyzer 9000, Agency Inspector Course-Intoxilyzer 9000, and Agency Inspector
4055 Renewal Course-Intoxilyzer 9000.

4056 2. An instructor applicant shall achieve a score of no less than 85% on the required written end-of-course
4057 examination and demonstrate the required proficiency skills at 100%, with the results recorded on the required form
4058 CJSTC-17. A copy of the completed form shall be provided to the student and the original shall be maintained in the
4059 course file.

4060 (f) Breath Test Instructor Renewal Course, number 1111.

4061 1. An instructor student shall complete the Breath Test Instructor Renewal Course requirements pursuant to
4062 Rule 11B-20.0017, F.A.C., to satisfy the continuing education requirements for a Breath Test Instructor
4063 Certification.

4064 2. An instructor student shall achieve a score of no less than 85% on the required written end-of-course
4065 examination and demonstrate the required proficiency skills at 100%, with the results recorded on the required form
4066 CJSTC-17. A copy of the completed form shall be provided to the student and the original shall be maintained in
4067 the course file.

4068 (g) Breath Test Instructor Renewal Course-Intoxilyzer 9000, number 1118.

4069 1. An instructor student shall complete the Breath Test Instructor Renewal Course-Intoxilyzer 9000
4070 requirements pursuant to rule 11B-20.0017, F.A.C., to satisfy the continuing education requirements for a Breath
4071 Test Instructor Certification.

4072 2. An instructor student shall achieve a score of no less than 85% on the required written end-of-course
4073 examination and demonstrate the required proficiency skills at 100%, with the results recorded on the required form
4074 CJSTC-17. A copy of the completed form shall be provided to the student and the original shall be maintained in the
4075 course file.

4076 (h) Breath Test Operator Course, number 851. A student shall achieve a score of no less than 80% on the
4077 required written end-of-course examination and demonstrate the required proficiency skills at 100%, with the results
4078 recorded on the required Breath Testing Course Performance form CJSTC-14, revised effective
4079 August 10, 2023, effective 6/2024, hereby incorporated by reference
4080 <https://www.flrules.org/Gateway/reference.asp?No=Ref-16663>. Form CJSTC-14 can be obtained at the following
4081 FDLE Internet address: <http://www.fdle.state.fl.us/CJSTC/Publications/Forms.aspx>, or by contacting Commission
4082 staff at (850) 410-8615. A copy of the completed form shall be provided to the student and the original shall be
4083 maintained in the course file.
4084
4085

Commented [GJ17]:

11B-35.0024(4)(h):

Description of the Revision: Incorporates the revised Breath
Testing Course Performance, form CJSTC-14.

Why the rule is being revised: Incorporates the revised Breath
Testing Course Performance, form CJSTC-14, to update the rule
reference, add a submission email, and designate where the original
and/or copy of the form should be maintained.

Revised by: Shayla Platt

Rule 11B-35.0024 118 2026-2027 PENDING Effective 6-4-26
Training Programs: Student Performance in
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Recruit Training Courses, Instructor Training
Courses, and Specialized and Advanced Training
Program Courses Requiring Proficiency Demonstration

4086 (i) Breath Test Operator Course-Intoxilyzer 9000, number 852. A student shall achieve a score of no less than
 4087 80% on the required written end-of-course examination and demonstrate the required proficiency skills at 100%,
 4088 with the results recorded on the required form CJSTC-14. A copy of the completed form shall be provided to the
 4089 student and the original shall be maintained in the course file.

4090 (j) Breath Test Operator Renewal Course, number 951. A student shall achieve a score of no less than 80% on
 4091 the required written end-of-course examination and demonstrate the required proficiency skills at 100%, with the
 4092 results recorded on the required form CJSTC-14. A copy of the completed form shall be provided to the student and
 4093 the original shall be maintained in the course file.

4094 (k) Breath Test Operator Renewal Course-Intoxilyzer 9000, number 952. A student shall achieve a score of no
 4095 less than 80% on the required written end-of-course examination and demonstrate the required proficiency skills at
 4096 100%, with the results recorded on the required form CJSTC-14. A copy of the completed form shall be provided to
 4097 the student and the original shall be maintained in the course file.

4098 (l) Agency Inspector Course, number 850. A student shall achieve a score of no less than 80% on the required
 4099 written end-of-course examination and demonstrate the required proficiency skills at 100%, with the results recorded
 4100 on the required form CJSTC-14. A copy of the completed form shall be provided to the student and the original
 4101 shall be maintained in the course file.

4102 (m) Agency Inspector Course-Intoxilyzer 9000, number 853. A student shall achieve a score of no less than
 4103 80% on the required written end-of-course examination and demonstrate the required proficiency skills at 100%,
 4104 with the results recorded on the required form CJSTC-14. A copy of the completed form shall be provided to the
 4105 student and the original shall be maintained in the course file.

4106 (n) Agency Inspector Renewal Course, number 950. A student shall achieve a score of no less than
 4107 80% on the required written end-of-course examination and demonstrate the required proficiency skills at 100%,
 4108 with the results recorded on the required form CJSTC-14. A copy of the completed form shall be provided to the
 4109 student and the original shall be maintained in the course file.

4110 (o) Agency Inspector Renewal Course-Intoxilyzer 9000, number 953. A student shall achieve a score of no less
 4111 than 80% on the required written end-of-course examination and demonstrate the required proficiency skills at
 4112 100%, with the results recorded on the required form CJSTC-14. A copy of the completed form shall be provided to
 4113 the student and the original shall be maintained in the course file.

4114 (p) Underwater Police Science and Technology course number 077. A student shall achieve a score of no less
 4115 than 80% on the required written end-of-course examination and demonstrate the required proficiency skills at
 4116 100%, with the results recorded on the required Criminal Justice Diver Performance Evaluation form CJSTC-19,
 4117 revised November 6, 2014, effective 7/2015, hereby incorporated by reference
 4118 <http://www.flrules.org/Gateway/reference.asp?No=Ref-05623>. Form CJSTC-19 can be obtained at the following
 4119 FDLE Internet Address: <http://www.fdle.state.fl.us/CJSTC/Publications/Forms.aspx>, or by contacting Commission
 4120 staff at (850) 410-8615. A copy of the completed form shall be provided to the student and the original shall be
 4121 maintained in the course file.

4122 (q) Canine Team Training Course number 1198. A handler shall achieve a score of no less than 80% on the
 4123 required written end-of-course examination and demonstrate the required proficiency skills at 100%, with the results
 4124 recorded on the required Canine Team Performance Evaluation form CJSTC-83, revised August 15, 2024, effective
 4125 3/2025, hereby incorporated by reference <https://flrules.org/Gateway/reference.asp?No=Ref-17880>. Form CJSTC-
 4126 83 can be obtained at the following FDLE Internet Address:
 4127 <http://www.fdle.state.fl.us/CJSTC/Publications/Forms.aspx>, or by contacting Commission staff at (850) 410-8615.
 4128 A copy of the completed form shall be provided to the student and the original maintained in the course file.

4129 (r) Canine Team Training Instructor Course number 1199.

4130 1. An instructor student shall complete the Canine Team Training Instructor Course requirements pursuant to
 4131 Rule 11B-20.0014, F.A.C., to instruct the Canine Team Training Course number 1198 and Canine Team Training
 4132 Instructor Course number 1199.

4133

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**Training Programs: Student Performance in
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 Recruit Training Courses, Instructor Training
 Courses, and Specialized and Advanced Training
 Program Courses Requiring Proficiency Demonstration**

4134 2. An instructor student shall achieve a score of no less than 85% on the required written end-of-course
4135 examination, demonstrate instruction of one classroom topic from the Canine Team Training Course number 1198,
4136 and demonstrate instructing field exercises in obedience, criminal apprehension, building search, area search, and
4137 tracking and trailing from the Canine Team Training Course number 1198, with the results recorded on the required
4138 performance evaluation form. A copy of the completed Canine Team Instructor Performance Evaluation form
4139 CJSTC-20, revised August 15, 2024, effective 3/2025, hereby incorporated by reference
4140 <https://flrules.org/Gateway/reference.asp?No=Ref-17881>, shall be provided to the student and the original form
4141 CJSTC-20 maintained in the instructor student course file. Form CJSTC-20 can be obtained at the following FDLE
4142 Internet address: <http://www.fdle.state.fl.us/CJSTC/Publications/Forms.aspx>, or by contacting Commission staff at
4143 (850) 410-8615. A copy of the completed form shall be provided to the student and the original maintained in the
4144 course file.

4145 (s) Role-play Scenarios for Facilitative Learning course number 2001. An instructor student shall achieve a
4146 score of no less than 85% on the required written end-of-course examination.

4147 *Rulemaking Authority 943.03(4), 943.12(1), (2) FS. Law Implemented 943.12, 943.17 FS. History—New 2-17-93,*
4148 *Amended 1-2-97, 7-7-99, 8-22-00, 7-29-01, 11-5-02, 11-30-04, 3-27-06, 3-21-07, 6-9-08, 9-28-09, 6-3-10, 3-13-13,*
4149 *5-29-14, 7-29-15, 9-4-16, 7-19-17, 5-5-20, 5-20-21, 6-23-22, 8-30-23, 6-20-24, 4-9-25, 6-4-26*

4150

Rule 11B-35.0024	120	2026-2027 PENDING Effective	6-4-26
Training Programs: Student Performance in Commission-approved High-Liability Basic Recruit Training Courses, Instructor Training Courses, and Specialized and Advanced Training Program Courses Requiring Proficiency Demonstration			

4151 **11B-35.003 Basic Recruit Training Programs for Law Enforcement, Correctional, and Correctional**
4152 **Probation Auxiliary Training.**

4153 (1) Commission-approved Auxiliary Basic Recruit Training Programs are created to train applicants for
4154 employment or appointment by criminal justice agencies, with or without compensation, to assist or aid full-time or
4155 part-time officers.

4156 (2) To become certified as a law enforcement or correctional auxiliary officer, an applicant shall meet the
4157 requirements outlined in Sections 943.13, 943.14(7) and 943.17(1)(g), F.S. To become certified as a correctional
4158 probation auxiliary officer, an applicant shall meet the requirements outlined in Sections 943.13, and 943.14(7),
4159 F.S., and shall complete in its entirety the Correctional Probation Basic Recruit Training Program active at the time
4160 of enrollment. Applicants requesting certification as a correctional officer shall complete in its entirety the
4161 Correctional Basic Recruit Training Program active at the time of enrollment. Applicants requesting certification as
4162 a law enforcement auxiliary officer shall successfully complete the following Auxiliary Officer Basic Recruit
4163 Training Program requirements:

4164 (a) Auxiliary Officer Prerequisite Course taught at a Commission-certified training school using Commission-
4165 certified instructors; and

4166 (b) High-liability Training Courses for vehicle operations, defensive tactics, and firearms, taught by a
4167 Commission-certified instructor and taught at a Commission-certified training school or criminal justice agency.

4168 (c) Instruction of the vehicle operations course is based on employing agency requirements. Auxiliary officers
4169 operating an agency vehicle are required to complete this training.

4170 (d) Auxiliary Officer Prerequisite Courses excluding all high-liability training courses may be taught using a
4171 virtual classroom. A virtual classroom is defined as a curriculum delivery system in which a Commission-certified
4172 instructor at one location presents course curriculum to one or more remote locations using video conference
4173 technology. All virtual classroom sites must be Commission-approved satellite sites for the training school
4174 delivering the curriculum. At least one Commission-certified instructor must be present at each approved satellite
4175 classroom site when students are present and must remain in the classroom while curriculum is being presented.

4176 (3) A training school shall submit form CJSTC-67 to Commission staff upon an individual's successful
4177 completion of the Prerequisite Course. The training school or agency shall document the student's successful
4178 completion of the applicable Basic Recruit Training High-Liability Courses, pursuant to subsection 11B-35.0024(3),
4179 F.A.C. Regardless of where the Basic Recruit Training High-Liability Course is completed, the employing agency
4180 shall maintain the training documentation in the officer's file.

4181 (4) Commission-approved Basic Recruit Training High-Liability Courses instructed at a Commission-certified
4182 training school shall be recognized by the Commission for applicants requesting certification as a law enforcement,
4183 correctional, or correctional probation officer, if the applicant has completed training within the past four years
4184 pursuant to subsection 11B-35.002(6), F.A.C. Recognition of completed Basic Recruit Training High-Liability
4185 Courses shall comply with paragraph 11B-35.0023(2)(d), F.A.C.

4186 (5) Individuals exempt from completing the 40-hour First Aid for Criminal Justice Officers course in the Law
4187 Enforcement Auxiliary Officer Basic Recruit Training Program, based on education and training experience in the
4188 United States or its territories, shall complete the Law Enforcement Auxiliary Officer Prerequisite Course, and the
4189 applicable high-liability courses pursuant to this rule section. The following individuals shall possess an active
4190 certificate or license that shall be maintained in the course file to be eligible for the exemption:

4191 (a) Certified emergency medical technicians who have three years' experience.

4192 (b) Certified paramedics who have three years' experience.

4193 (c) Licensed physicians, who are actively involved in emergency care and have three years' experience in
4194 emergency medical care.

4195 (d) Licensed physician's assistants, who are actively involved in emergency care and have three years'
4196 experience in emergency medical care.

4197 (e) Registered nurses or licensed practical nurses, who are actively involved in emergency care and have three
4198 years' experience in emergency medical care.

4199 (f) Members of the Armed Forces of the United States on active duty entitled to practice as an Emergency
4200 Medical Technician (EMT) or a Florida paramedic set forth in Chapter 401, F.S., Part III., who have three years'
4201 experience in emergency medical care.

4202 *Rulemaking Authority 943.03(4), 943.12(1), (2) FS. Law Implemented 943.12(5), 943.17(1)(a) FS. History—New*
4203 *12-13-92, Amended 1-2-97, 7-7-99, 8-22-00, 7-29-01, 11-5-02, 11-30-04, 3-27-06, 3-21-07, 6-9-08, 9-28-09,*
4204 *6-3-10, 3-13-13, 5-29-14, 9-4-16, 7-19-17, 8-15-18, 5-5-20.*

4205

4206 **11B-35.005 Career Development Training Program.**
4207 There is established by the Criminal Justice Standards and Training Commission a program of Career Development
4208 Training Courses, which shall be limited to training related to promotion to a higher rank or position.
4209 *Rulemaking Authority 943.03(4), 943.12(1), (2) FS. Law Implemented 943.17(1)(c) FS. History--New 12-13-92,*
4210 *Amended 1-2-97, 7-7-99, 11-5-02.*

Rule 11B-35.005	123	Effective 11-5-02
Training Programs:		
Career Development Training Program		

4211 **11B-35.006 Advanced Training Program.**

4212 (1) Commission-approved Advanced Training Program Courses were created to enhance an officer's

4213 knowledge, skills, and abilities for the job the officer performs and are used by an officer to satisfy mandatory

4214 retraining requirements or eligibility for salary incentive monies pursuant to Rule Chapter 11B-14, F.A.C.

4215 (a) An officer may not receive both salary incentive credit and mandatory retraining credit for completion of

4216 an Advanced Training Program Course. Such courses shall include one major topic and be at least 40 hours long.

4217 (b) The Commission shall designate on the Active CJSTC Curricula web page courses that are eligible for

4218 salary incentive credit.

4219 (2) Officers who are currently receiving salary incentive payment for completion of the Field Training Officer

4220 Course number 051, are not eligible to receive additional salary incentive credit for course number 809 or 1100.

4221 (3) Officers who are currently receiving salary incentive payment for completion of the Radar Speed

4222 Measurement Training Course for Law Enforcement Officers number 055 and Laser Speed Measurement Operators

4223 Course for Law Enforcement Officers number 095 are not eligible to receive additional salary incentive credit for

4224 course number 1158.

4225 (4) Course number 094, Drug Abuse Resistance Education (D.A.R.E.), may be offered only through the

4226 certified state D.A.R.E. training school. The Florida certified state D.A.R.E. training school is located within the

4227 Florida Department of Law Enforcement. D.A.R.E. course numbers are: Course #094 (80 hours), or #094 split with

4228 #097 (40 hours) for salary incentive, and #096 (40 hours) for mandatory retraining.

4229 (5) Only officers and support personnel who have written approval from their respective agency administrator

4230 or designee may attend Advanced Training Program Courses. Applicants shall submit evidence of their agency

4231 administrator's approval in a format established and agreed upon by the Local Regional Training Council and

4232 training school.

4233 (6) To successfully complete an Advanced Training Program Course, a student shall comply with student

4234 attendance, performance, and course documentation requirements pursuant to Rule 11B-35.001, F.A.C.

4235 (7) Training schools shall report the successful completion of Advanced Training Program Courses for officers

4236 pursuant to paragraph 11B-35.001(11)(b), F.A.C. Training schools shall indicate if the officers are authorized by

4237 their employing agency to receive salary incentive credit or mandatory retraining credit.

4238 *Rulemaking Authority 943.03(4), 943.12(1), (2) FS. Law Implemented 943.12(5), 943.17(1)(b) FS. History—New*

4239 *12-13-92, Amended 1-10-94, 1-2-97, 7-7-99, 8-22-00, 7-29-01, 11-5-02, 11-30-04, 3-27-06, 3-21-07, 6-9-08,*

4240 *9-28-09, 6-3-10, 3-13-13, 9-4-16, 8-15-18, 5-20-21.*

4241

4242 **11B-35.007 Specialized Training Program.**

4243 (1) The Commission's Specialized Training Program may be used by training schools and consist of the
4244 following Commission-approved:

- 4245 (a) Specialized Goals and Objectives, pursuant to subsection (2) of this rule section;
4246 (b) Specialized Instructor Training Courses, pursuant to subsection (4) of this rule section; and
4247 (c) Specialized Training Program Courses, pursuant to subsection (5) of this rule section.

4248 (2) Courses developed from the Specialized Goals and Objectives have been designed to use Commission-
4249 established categories, topics, and objectives that encompass subject matter pertinent to training within the criminal
4250 justice profession. Such courses shall be developed using a "menu" approach to fulfill local criminal justice agency
4251 training needs.

4252 (a) Commission-established categories for Specialized Goals and Objectives are:

- 4253 1. Communication Skills.
4254 2. Crime Prevention.
4255 3. Health.
4256 4. High-Liability.
4257 5. Investigations.
4258 6. Legal Issues.
4259 7. Management and Supervision.
4260 8. Science and Technology.
4261 9. Inmate Supervision and Control.
4262 10. Community Policing.

4263 (b) A training school shall adhere to the following procedures to develop courses from the Specialized Goals
4264 and Objectives:

- 4265 1. Determine local agency training needs and applicable course content.
4266 2. Review the category list to determine the applicable category.
4267 3. Refer to topic lists within the category(ies) chosen to determine the subject area(s) covered.
4268 4. Write the student learning goal(s) for the course.
4269 5. Select the relevant objective(s) from the chosen topic(s) to cover the specific subject matter.
4270 6. Develop the lesson plan.
4271 7. Maintain information required for the Specialized Training Program Course file pursuant to Rule
4272 11B-35.001, F.A.C.
4273 8. Combine categories, topics, and objectives to develop a Specialized Training Program Course. In addition,
4274 objectives may be extracted from the Advanced Training Program Course series to develop a Specialized Training
4275 Program Course. If a portion of an Advanced Training Program Course is used, the course number and objective
4276 number shall be identified.

4277 9. Establish the number of hours of instruction according to local agency needs. A training school shall
4278 determine the number of objectives needed for each block of course instruction. To provide further flexibility, a
4279 maximum of four hours of electives may be used for each forty hours of course instruction.

4280

4281 10. Document the training by completing a Specialized Training Documentation, form CJSTC-16, revised
4282 November 7, 2013, effective 5/2014, hereby incorporated by reference
4283 <http://www.flrules.org/Gateway/reference.asp?No=Ref-03930>, and when applicable complete a Specialized Training
4284 Documentation Supplemental, form CJSTC-16A, revised May 6, 2004, hereby incorporated by reference. Forms
4285 CJSTC-16 and CJSTC-16A can be obtained at the following FDLE Internet address:
4286 <http://www.fdle.state.fl.us/CJSTC/Publications/Forms.aspx>, or by contacting Commission staff at (850) 410-8615.
4287 A training school shall attach the goals and objectives provided by the instructor to form CJSTC-16 and complete
4288 "Section A" of the form. Forms CJSTC-16 and CJSTC-16A shall be maintained in the course file at the training
4289 school.

4290 (3) The Commission shall designate on the Active CJSTC Curricula web page the active Specialized Instructor
4291 Courses and Specialized Training Program Courses.

4292 (4) Specialized Instructor Training Courses are developed and approved by the Commission for instructor
4293 training and have not been designated as Commission approved Advanced Training Program courses. They shall be
4294 delivered in their entirety by a training school for an individual to qualify to apply as a Commission-certified
4295 instructor.

4296 (5) Specialized Training Program Courses are developed and approved by the Commission and have not been
4297 designated as Commission-approved Advanced Training Program courses. They shall be delivered in their entirety
4298 by a training school for an individual to receive Specialized Training Program credit.

4299 (6) Successfully completed Commission-approved Specialized Training Program Courses may be credited
4300 toward an officer's mandatory retraining requirement pursuant to Rule 11B-27.00212, F.A.C. Documentation of
4301 such training shall be provided to students and shall include the name of the training school delivering the course,
4302 the course title or topics taught, course date(s), and course hours, or login records, or electronic records of
4303 participation.

4304 (7) Criminal Justice Standards and Training Trust Fund Officer Training Monies may be expended to conduct
4305 Commission-approved Specialized Training Program Courses pursuant to subsection (1) of this rule section. Officer
4306 Training Monies shall be expended pursuant to the requirements of Rule Chapter 11B-18, F.A.C.

4307 *Rulemaking Authority 943.03(4), 943.12(1), (2) F.S. Law Implemented 943.175, 943.25 F.S. History--New*
4308 *12-13-92, Amended 8-7-94, 1-2-97, 7-7-99, 8-22-00, 7-29-01, 11-5-02, 11-30-04, 3-27-06, 3-21-07, 6-9-08,*
4309 *9-28-09, 5-21-12, 3-13-13, 5-29-14, 7-29-15, 9-4-16, 8-15-18, 6-20-24.*

4310 **11B-35.0085 Criminal Justice Training School Requirements for Local Administration and Security of**
 4311 **Examinations for Training Courses.** A training center director shall maintain the security and confidentiality of
 4312 all examinations used in all Commission-approved courses in the following manner:

4313 (1) Pursuant with Section 943.173(2), F.S., the Commission shall authorize the administration of examinations
 4314 at training schools. Administration of examinations shall consist of the training center director or designee(s)
 4315 developing examination items, maintaining examination item banks, preparing examination forms, administering
 4316 examinations, retaining student examinations, proctoring, grading, and recording the results of the examinations.

4317 (2) A training center director shall develop and maintain written procedures outlining the security of training
 4318 school examinations to include preparation, administration, proctoring, storing, grading, disposal, and student
 4319 review.

4320 (3) Written procedures, examinations, and examination materials shall be made available for inspection by
 4321 Commission staff.

4322 (4) To maintain the security of the examinations outlined in this rule section, a training center director shall
 4323 ensure that:

4324 (a) The security and confidentiality of examinations and examination materials are maintained and obsolete
 4325 examination materials are destroyed.

4326 (b) Examination materials are secured and accessible only by training school staff approved by the training
 4327 center director.

4328 (c) Examination items are not reviewed with students prior to administration of the test.

4329 (d) Student contact with examination materials is conducted in a controlled presentation to prohibit students
 4330 from recording or transcribing test questions and answers.

4331 (5) Examination materials, including the examination and individual answer forms for each training course,
 4332 shall be retained for not less than two years after the date the examination is completed.

4333 *Rulemaking Authority 943.12(1), (2) FS. Law Implemented 943.173 FS. History—New 7-7-99, Amended 11-5-02,*
 4334 *11-30-04.*

11B-35.009 Exemption from Basic Recruit Training.

(1) Definitions. For the purpose of this rule section, the following definitions shall apply:

(a) "Employing agency" means any agency authorized by law to employ or appoint officers pursuant to Section 943.10(4), F.S.

(b) "Comparable basic recruit training program in another state or for the federal government," means any successfully completed sworn officer training course or courses, irrespective of the completion date, which when viewed together include all the primary training topics pursuant to subsection (3) of this rule section, for the discipline in which the applicant is seeking an exemption, pursuant to Section 943.131(2), F.S. Commission-approved Basic Recruit Training Courses may be substituted for courses not included in basic level training.

(c) "Another state" means one or more of the United States or its territories, or any combination thereof, with the exception of the State of Florida.

(d) "Federal Government" means any agency of the United States government that employs or appoints sworn officers, a Native American Indian tribe or band that employs or appoints sworn officers, or any branch or entity of the United States Armed Forces or any combination thereof.

(e) "Full time" means any employed or appointed status in which a normal work week consists of forty or more on-duty hours, exclusive of overtime, holidays, regular days off, leave, or other authorized or ordered absence from work.

(f) "Sworn officer" means an individual whose work experience, as required in this rule section, meets the definition of a law enforcement, correctional, and correctional probation officer pursuant to Section 943.10(1) – (3), F.S.

(g) "At least one year" means a time period of twelve months sworn experience that shall have occurred at no more than two criminal justice agencies over a period not to exceed eighteen months as a full-time sworn officer in a specified discipline, excluding periods during which an individual was enrolled in or attending basic recruit training.

(h) "Inactive Florida Officer" means an individual who has met the certification and employment requirements of Section 943.13, F.S., and has not been employed as an officer in the discipline for which the individual was a Florida certified officer for a period of four to eight years.

(i) "Special Operations Forces" means those active and reserve component forces of the military services designated by the Secretary of Defense and specifically organized, trained, and equipped to conduct and support special operations. The term includes, but is not limited to, service members of the United States Army Special Forces and the United States Army 75th Ranger Regiment; the United States Navy SEALs and Special Warfare Combatant-Craft Crewmen; the United States Air Force Combat Control; Pararescue, and Tactical Air Control Party specialists; the United States Marine Corps Critical Skills Operators; and any other component of the United States Special Operations Command approved by the Commission.

(2) An individual who applies for certification as a Florida officer shall qualify for exemption from completing a Commission-approved Basic Recruit Training Program if the applicant has:

(a) Successfully completed basic recruit training comparable in content to the Basic Recruit Training Program for the discipline for which the individual claims exemption or a previously completed Commission-approved Basic Recruit Training Program; and

(b) Prior service as a full-time sworn officer in another state or the Federal Government for at least one year, pursuant to paragraph (1)(g) of this rule section, in the criminal justice discipline for which the individual is requesting an exemption. There shall be no more than an 8-year break in employment, which is measured from the separation date of the most recent qualifying employment to the time a complete application is submitted for an exemption under this rule section. The twelve months sworn experience shall have occurred at no more than two criminal justice agencies over a period not to exceed eighteen months as a full-time sworn officer in the discipline for which an exemption is being requested.

(c) Prior service as a special operations forces member for a minimum of five years with no more than a four-year break in service which is measured from the separation date of the most recent qualifying special operations forces service to the time a complete application is submitted for an exemption under this rule section.

4383 (3) Out-of-state or federal officers who request an exemption from a Commission-approved Basic Recruit
4384 Training Program, the employing agency, training center, or Criminal Justice Selection Center shall:

4385 (a) Verify that the applicant's law enforcement training is comparable to the Commission's Florida Law
4386 Enforcement Academy for which the exemption is requested, and at a minimum reflects successful completion of
4387 training, pursuant to the Exemption-From-Training form CJSTC-76, for the topics of Legal, Interactions in a
4388 Diverse Community, Interviewing and Report Writing, Patrol (including Fundamentals, Calls for Service, and
4389 Critical Incidents), Criminal Investigations (including Crime Scene and Courtroom), Traffic Stops, Traffic Crash
4390 Investigations, Vehicle Operations, First Aid or equivalent, Firearms, and Defensive Tactics.

4391 (b) Verify that the applicant's correctional officer training is comparable to the Commission's Florida
4392 Correctional Basic Recruit Training Program whenever an exemption is requested, and at a minimum reflects
4393 successful completion of training, pursuant to the Exemption-From-Training form CJSTC-76, for the topics of
4394 Legal, Communications, Officer Safety, Facility and Equipment, Intake and Release, Supervising in a Correctional
4395 Facility, Supervising Special Populations, Responding to Incidents and Emergencies, Firearms, Defensive Tactics,
4396 and First Aid or Equivalent.

4397 (c) Verify that the applicant's correctional probation officer training is comparable to the Commission's
4398 Florida Correctional Probation Officer Training Academy whenever an exemption is requested, and at a minimum
4399 reflects successful completion of training, pursuant to the Exemption-From-Training form CJSTC-76, for the topics
4400 of Legal Foundations for Correctional Probation, Communications, Intake and Orientation, Caseload Management,
4401 Supervision of Offenders, Field Supervision, Defensive Tactics, and First Aid or equivalent.

4402 (d) Verify the required training and the authenticity of documents submitted by an individual through
4403 telephone or written confirmation of documents such as, criminal justice agency training records, training school
4404 records, official transcripts, curricula or curricula summaries, certificates of completion, or other such documents
4405 that verify the applicant's successful completion of comparable basic recruit training in another state or for the
4406 federal government, and affidavits executed by a custodian or custodians of such records or other persons with direct
4407 knowledge that support the individual's successful completion of comparable basic recruit training.

4408 (e) Verify that the individual has met the required prior sworn experience by obtaining copies of one or more
4409 of the following:

- 4410 1. Agency employee payroll record;
4411 2. Agency employment record;
4412 3. Employment verification by an authorized representative of the individual's previous employer or
4413 employers; and
4414 4. Other documentation that confirms the applicant's previous experience and employment as an officer for at
4415 least one year.

4416 (4) Inactive Florida officers who have been separated from employment for a period of four to eight years, may
4417 apply for exemption from re-taking the Basic Recruit Training Program for which the officer has been previously
4418 certified as a sworn officer. There shall be no more than an eight-year break in employment, which is measured
4419 from the separation date of the most recent qualifying employment to the time a complete application is submitted,
4420 for an exemption under this rule section. The employing agency, training center, or Criminal Justice Selection
4421 Center shall verify that the applicant has:

4422 (a) Successfully completed the Basic Recruit Training Program for the discipline for which re-activation of
4423 certification is requested; and

4424 (b) Been employed and certified as a criminal justice officer in Florida in the discipline for which reactivation
4425 or certification is requested.

4426 (5) Special operations forces members who served in special operations forces for at least five years and have
4427 not been separated from special operations forces for more than four years as measured from the separation date
4428 from the special operations forces to the time a complete application for an exemption is received under this rule
4429 section. The employing agency, training center, or Criminal Justice Selection Center shall:

4430

- (a) Verify that the applicant has served at least five years in special operations forces; and
- (b) Verify that the applicant has not been separated from special operations forces for more than four years; and
- (c) Document the specific training and experience the applicant received during his or her special operations forces service.
- (6) Documentation requirements for out-of-state, federal, and inactive Florida Officers and special operations forces members. Upon verification of an individual's request for exemption of training, pursuant to this rule section, an employing agency, training center, or Criminal Justice Selection Center shall submit to Commission staff a completed Exemption-From-Training, form CJSTC-76, revised August 15, 2024, effective 3/2025, hereby incorporated by reference <https://flrules.org/Gateway/reference.asp?No=Ref-17882>, for out-of-state, federal, and inactive Florida Officers and special operations forces members. Form CJSTC-76 can be obtained at the following FDLE Internet address: <http://www.fdle.state.fl.us/CJSTC/Publications/Forms.aspx>, or by contacting Commission staff at (850) 410-8615. Supporting documentation verifying the individual's compliance as a special operations forces member or with comparable basic recruit training and sworn criminal justice experience pursuant to this rule section shall be maintained on file by the employing agency, training center, or Criminal Justice Selection Center and submitted to Commission staff for review upon request. The agency shall be notified of the approval or denial of the requested exemption of certification in writing within 30 working days. Any appeal of denial of exemption is governed by Section 120.57, F.S.
- (7) High-Liability Basic Recruit Training proficiency skills requirements for out-of-state, federal, or inactive Florida officers. Prior to applying for certification, an out-of-state or federal officer, or inactive Florida officer, who is exempt from completing a Commission-approved Basic Recruit Training Program, pursuant to Section 943.131(2), F.S., shall demonstrate proficiency in the required High-Liability Basic Recruit Training Proficiency Skills of vehicle operations, firearms, defensive tactics, and first aid, pursuant to Rule 11B-35.0024, F.A.C., for the discipline for which certification is sought and for the law enforcement discipline, complete Commission-approved training in recognition of and response to head trauma and brain injury in a child under 6 years of age; identifying and investigating human trafficking; sexual assault investigations; administering lethality assessments; and elder abuse investigations. Such officers shall achieve a passing score on the State Officer Certification Examination, pursuant to Rule 11B-30.0062, F.A.C., and paragraph 11B-30.008, F.A.C. Demonstration of proficiency in the required High-Liability Basic Recruit Training Proficiency Skills and passing the State Officer Certification Examination shall be completed within one year after notification of approval of the Exemption-From-Training form CJSTC-76. Individuals who do not complete the required demonstration of proficiency in the High-Liability Basic Recruit Training Proficiency Skills and achieve a passing score on the State Officer Certification Examination within one year, are permitted to apply for another exemption from training, pursuant to Section 943.131(2), F.S., provided they meet the eligibility requirements outlined in Section 943.131(2), F.S. Upon demonstration of proficiency in the required High-Liability Basic Recruit Training Proficiency Skills, the training school shall complete an Exemption-From-Training Proficiency Demonstration, form CJSTC-76A, revised August 15, 2024, effective 3/2025, hereby incorporated by reference <https://flrules.org/Gateway/reference.asp?No=Ref-17883>, and provide a copy to the officer of form CJSTC-76A. Form CJSTC-76A can be obtained at the following FDLE Internet address: <http://www.fdle.state.fl.us/CJSTC/Publications/Forms.aspx>, or by contacting Commission staff at (850) 410-8615. The training center director or designee shall, within thirty days of course completion, electronically transmit a completed Training Report form CJSTC-67 through the Commission's ATMS, or submit an updated form CJSTC-67.
- (8) Training requirements for special forces operations members. Prior to applying for certification as a law enforcement, corrections, or correctional probation officer, a special forces operations member who is exempt from completing a Commission-approved Basic Recruit Training Program, pursuant to Section 943.131(2), F.S., shall complete the Commission-approved Special Operations Forces Training Program for the discipline for which certification is sought and demonstrate proficiency in the required High-Liability Basic Recruit Training Proficiency Skills of firearms, defensive tactics, and first aid, pursuant to Rule 11B-35.0024, F.A.C., at a Commission-certified training center. Such individuals shall achieve a passing score on the State Officer Certification Examination, pursuant to Rules 11B-30.0062, F.A.C., and 11B-30.008, F.A.C. Completion of the Special Operations Forces Training Program, demonstration of proficiency in the required High-Liability Basic Recruit Training Proficiency Skills, and passing the State Officer Certification Examination shall be completed within one year after notification of approval of the Exemption-From-Training form CJSTC-76. Individuals who do not complete the Special

4484 Operations Forces Training Program, the required demonstration of proficiency in the High-Liability Basic Recruit
 4485 Training Proficiency Skills, and achieve a passing score on the State Officer Certification Examination within one
 4486 year, are permitted to apply for another exemption from training, pursuant to Section 943.131(2), F.S., provided they
 4487 meet the eligibility requirements outlined in Section 943.131(2), F.S. Upon demonstration of proficiency in the
 4488 required High-Liability Basic Recruit Training Proficiency Skills, the training school shall complete an Exemption-
 4489 From-Training Proficiency Demonstration, form CJSTC-76A, and provide a copy to the officer of form CJSTC-
 4490 76A. The training center director or designee shall, within thirty days of program completion, electronically
 4491 transmit a completed Training Report form CJSTC-67 through the Commission's ATMS, or submit an updated form
 4492 CJSTC-67.

4493 (9) Regardless of the number of exemptions from training an individual receives, the individual shall not take
 4494 the State Officer Certification Examination more than three times without enrolling in and completing a
 4495 Commission-approved Basic Recruit Training Program pursuant to Section 943.1397(2), F.S.

4496 (10) Individuals, who have qualified for an exemption from a Commission-approved Basic Recruit Training
 4497 Program, pursuant to this rule section, shall become employed and certified as an officer within four years from the
 4498 earlier of the beginning date of the required proficiency demonstration as entered on the Training Report form
 4499 CJSTC-67 or the beginning date of the Special Operations Forces Training Program.

4500 (11) Individuals applying for exemption from a Commission-approved Basic Recruit Training Program,
 4501 outlined in this rule section, shall not engage in conduct that subverts or attempts to subvert the State Officer
 4502 Examination process pursuant to Rule 11B-30.009, F.A.C.

4503 *Rulemaking Authority 741.29(2), 943.03(4), 943.12(1), (2) FS. Law Implemented 741.29(2), 943.131(2) FS.*
 4504 *History—New 1-2-97, Amended 7-7-99, 11-5-02, 11-30-04, 3-27-06, 3-21-07, 6-9-08, 5-21-12, 3-13-13, 5-29-14, 7-*
 4505 *29-15, 9-4-16, 7-19-17, 8-15-18, 7-9-19, 5-5-20, 6-23-22, 6-20-24, 4-9-25.*