



Managing the FTO Program

(24 Hours)

This course focuses on the manager and supervisor's responsibility for the administration and supervision of the field training and evaluation program and examines key areas of civil liability that every FTO manager should know. Based on the nationally acclaimed San Jose Model, the class is packed with information that you can immediately apply towards building a stronger, more effective Field Training and Evaluation Program.

Specific attention will be focused on civil liability concerning the field training program and you will be presented with a wide array of legal issues designed to "round-out" your FTO management skills. We will examine the legal theories under which FTO's and their supervisors are brought into the civil liability spectrum and how to identify claims utilized against FTO programs. In addition, you will learn defenses that can help protect your agency and ways to insulate the FTO program from civil liability exposure.

Topics include:

- The supervisor/manager's FTO program responsibilities
- FTO selection, retention, evaluation and incentives

- FTO burnout
- Program meetings and annual retraining
- Trouble shooting your FTO program
- FTO program policies, rules and regulations
- Training liability theories and standards
- Claims against the agency
- How lawyers write lawsuits
- Assorted defenses and protections
- FTO specific illustrative cases
- Insulating the Police Training Program

Prerequisite: You should have prior experience as an FTO, be thoroughly familiar with the San Jose FTO program model, and preferably have attended a basic FTO course.

Audience: Sworn and non-sworn law enforcement FTO program managers; veteran and newly assigned FTO supervisors; shift supervisors and senior Field Training Officers who are interested in moving into FTO supervision and management positions; mid-management personnel and administrators who desire to learn more about FTO programs

Course Fee: \$595

Course Fee

The course fee includes tuition, a student reference manual and study materials. We accept checks, cash, agency purchase orders and credit cards. Credit card payments may be made online using your Visa, MasterCard, Discover or American Express card.

Registration

To enroll, register online at www.iptm.org or complete the registration form on page 2 and return it to IPTM. A minimum number of registrations must be received for a class to run as scheduled. When the minimum criteria has been met, written confirmation will be mailed, faxed, or emailed to you.

Please do not make airline reservations until you receive written notification confirming that the course will run as scheduled.

Transportation and Lodging

Most locations are served by several major airlines. Ground transportation information will be included upon confirmation of enrollment. Lodging and food are the responsibility of the student. However, hotels in the listed areas offer a special rate to IPTM program participants. For more information, please visit our website at www.iptm.org or call us at (904) 620-IPTM.

Continuing Education Credits

Continuing Education Units (CEUs) are available for a \$7.00 fee through the Institute of Police Technology and Management, a division of the University of North Florida. One unit is awarded for each ten contact hours. Forms will be provided in class for interested participants.

**To register for this course online, visit our website at www.iptm.org or [click here](#).
If you prefer, you may complete the registration form on page 2.**

Institute of Police Technology and Management University of North Florida

Registration Form

(Please type or print)

NAME _____ SS# _____

ORGANIZATION _____ TITLE _____

ADDRESS _____

CITY _____ STATE _____ ZIP _____

TELEPHONE _____ FAX _____

E-MAIL _____

Course Title: _____

Course Fee*: _____

** Due to very limited seating, a \$250 non-refundable deposit is required in order to register for computer software or digital photography courses. Payment or purchase order must be submitted with registration.*

For online courses, full payment must be received at least one week prior to the first day of class.

Please indicate the dates and location of the course for which you are registering:

Course Dates: _____

Please do not make airline reservations until you receive written notification confirming that the course will run as scheduled.

Course Location: _____

You can also register online at: www.iptm.org

Authorizing/Registering Official

Americans with Disabilities Act Program Accessibility: Individuals who require reasonable accommodation in order to participate must notify the registrar at (904) 620-IPTM at least five working days prior to the class.

NAME _____ TITLE _____

REGISTERING PERSON'S E-MAIL _____

PURCHASE ORDER NUMBER _____ [] FEE ENCLOSED

Make checks payable to: Institute of Police Technology and Management

[] SEND INVOICE TO _____



Return to:
Institute of Police Technology and Management
University of North Florida
12000 Alumni Drive
Jacksonville, Florida 32224-2678
Phone: (904) 620-IPTM ~ Fax: (904) 620-2453
website: www.iptm.org