

COUNTY OF LOS ANGELES
PROBATION DEPARTMENT
DIRECTIVE

No.: 1376 (Revised) **894**

Issued: 04/16/15

Post Until: 05/16/15

**SUBJECT: STANDARDS AND TRAINING FOR CORRECTIONS (STC)
CORE TRAINING**

It is the requirement of the Board of State and Community Corrections (BSCC), Standards and Training for Corrections (STC), governed by Sections 6035, 6036, Penal Code, that all newly hired or promoted peace officer employees must successfully complete the BSCC-STC mandated Core training for the position. This training must be completed within 12 months of the employee's appointment. Peace officer employees are placed on Core Status until the requisite Core training is completed. BSCC-STC strictly enforces the training completion requirement. The employee's failure to comply with this mandate will result in a loss of STC funds for the Department.

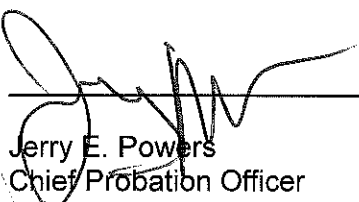
APPROVING TIME OFF FOR EMPLOYEES ON CORE STATUS

Core training shall be scheduled and completed within 12 months of appointment. Therefore, scheduled Core Courses take precedence over all previously scheduled or last minute requests for time off. Completion of Core Training is required for successful completion of an employee's probationary term.

Managers and Supervisors approving the time off for Core Status employees shall check and verify that the employee has completed or is scheduled to complete his/her core training, before the end of their probationary period, prior to granting approval for requests for time off. Failure to complete core as a result of time off is non-excusable according to STC. Therefore, managers and supervisors shall ensure that staff are released to attend training. Managers and Supervisors must verify that the employee has successfully completed Core prior to recommending final appointment on the employee's probationary status.

Absences, either full days or partial days, will be deemed "failure to complete" the training requirement. In accordance with STC Title 15 regulations, exigent circumstances requiring an absence as deemed by the State will require review by the Department.

Therefore, newly hired peace officer employees who fail to complete the scheduled Core classes shall be subject to probationary failure and termination. Newly promoted staff shall be subject to probationary failure and demotion and returned to their prior position.



Jerry E. Powers
Chief Probation Officer

NOTE: Authority cited: STC Title 15 Regulations

MANUAL HOLDERS: CROSS-REFERENCE YOUR MANUALS TO THIS DIRECTIVE WHERE APPROPRIATE