



2024 BASIC TRAINING PROGRAM SYLLABUS

The Basic Training program is a pre-service training program for all new staff entering the Pennsylvania Department of Corrections. Through the Basic Training program, staff are exposed to the agency's mission and team culture, general expectations while working in the agency, Department of Corrections policies and procedures, and the content and skills that will equip them with the necessary foundation to effectively and successfully perform in their respective positions.

Students will demonstrate proficiency through skills practice, skills tests, informal feedback, weekly examinations, and attaining certifications. The course is continually evaluated through end of course evaluations and observations by training staff.

All participants are required to pass weekly written examinations with a minimum score of 70%. Individual courses may also require written and/or demonstration of skills for qualification (such as CPR/AED and BFA) and are identified in the Basic Training Course Description Booklet. The Basic Training Handbook conveys the rules and expectations while attending Basic Training.

Staff attending the Basic Training program can expect to be able to:

1. Communicate effectively with parolees, reentrants, inmates, staff, visitors, and the public in the performance of their job duties
2. Apply professional and ethical behavior in the performance of their job duties
3. Practice the fundamentals of static and dynamic security specific to a correctional setting
4. Determine what observations and actions need to be reported and documented, and use the proper chain-of-command
5. Demonstrate characteristics to participate effectively as a member of a work team
6. Correct negative behaviors and reinforce positive behaviors displayed by inmates or reentrants in their facility
7. Apply evidence-based practices in the supervision of inmates, parolees and reentrants
8. Perform all duties within facilities and communities in a safe and effective manner

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CORRECTIONS OFFICERS (A, B, C Groups)	
Course Title <i>Listed in order of occurrence in the BT schedule</i>	Course Length
Leadership Team Intro	0.50
Unions	1.00
Orientation	0.50
HR Code of Conduct/Ethics	1.50
Sexual Harassment Awareness and Prevention	1.00
Medication-Assisted Treatment (MAT)	1.00
Staff Wellness	0.50
Naloxone	0.50
DEI	2.00
Stress Management	2.00
SERS	1.50
Empower	1.00
Leadership and Mentoring	0.50
Yield Theory	7.50
Mental Health First Aid (MHFA)	7.50
Trauma Informed Response	4.00
Use of Force	1.50
Report Writing	2.00
Reentry Simulation	2.00
Drug Awareness	1.50
Security Threat Group Awareness	1.50
Manipulation: The Con Game	1.50
Hostage Survival	2.50
Prison Rape Elimination Act (PREA)	2.50
Legal Aspects of Corrections	1.50
Ethics and Professionalism	1.00
Incident Command System	2.00

Infectious Disease	1.00
Inmate Disciplinary Procedures	2.00
Suicide Prevention and Intervention	4.00
Uniform Presentation	0.50
Security Restraints	3.00
Individual and Riot Baton	3.00
Fundamentals of Security	1.50
Introductory Scenarios	3.00
Oleoresin Capsicum	4.50
Assault Management Applications in Corrections (AMAC) Course 1	3.75
Assault Management Applications in Corrections (AMAC) Course 2	3.75
Inmate Supervision and Accountability	2.00
Contraband and Searches	4.50
Incident Response Responsibilities and Procedures	1.00
Firearms	35.50
Assault Management Applications in Corrections (AMAC) Course 3	3.75
Assault Management Applications in Corrections (AMAC) Course 4	3.75
Assault Management Applications in Corrections (AMAC) Course 5	3.75
Assault Management Applications in Corrections (AMAC) Course 6	3.75
Basic First Aid	3.50
CPR/AED	2.50
Electronic Immobilization Device (EID)	1.50
Dayroom Scenarios	11.00
INSTRUCTION	158.50
ADMINISTRATION	41.50
TOTAL	200.00

CONTACT H-1 NON-CO (D Group) Includes Food Service and Maintenance	
Course Title <i>Listed in order of occurrence in the BT schedule</i>	Course Length
Leadership Team Intro	0.50
Unions	1.00
Orientation	0.50
HR Code of Conduct/Ethics	1.50
Sexual Harassment Awareness and Prevention	1.00
Medication-Assisted Treatment (MAT)	1.00
Staff Wellness	0.50
Naloxone	0.50
DEI	2.00
Stress Management	2.00
SERS	1.50
Empower	1.00
Leadership and Mentoring	0.50
Yield Theory	7.50
Mental Health First Aid (MHFA)	7.50
Trauma Informed Response	4.00
Use of Force	1.50
Report Writing	2.00
Reentry Simulation	2.00
Drug Awareness	1.50
Security Threat Group Awareness	1.50
Manipulation: The Con Game	1.50
Hostage Survival	2.50
Prison Rape Elimination Act (PREA)	2.50
Legal Aspects of Corrections	1.50
Ethics and Professionalism	1.00
Incident Command System	2.00

Infectious Disease	1.00
Inmate Disciplinary Procedures	2.00
Suicide Prevention and Intervention	4.00
Uniform Presentation	0.50
Assault Management Applications in Corrections (AMAC) Course 1	3.75
Assault Management Applications in Corrections (AMAC) Course 2	3.75
Introductory Scenarios	3.00
Oleoresin Capsicum	4.50
Security Restraints	3.00
Individual and Riot Baton	3.00
Fundamentals of Security	1.50
Inmate Supervision and Accountability	2.00
Contraband and Searches	4.50
Incident Response Responsibilities and Procedures	1.00
Assault Management Applications in Corrections (AMAC) Course 3	3.75
Assault Management Applications in Corrections (AMAC) Course 4	3.75
Assault Management Applications in Corrections (AMAC) Course 5	3.75
Assault Management Applications in Corrections (AMAC) Course 6	3.75
Basic First Aid	3.50
CPR/AED	2.50
INSTRUCTION	110.50
ADMINISTRATION	33.50
TOTAL	144.00

Community Corrections (E Group)	
Course Title	Course Length
<i>Listed in order of occurrence in the BT schedule</i>	
Leadership Team Intro	0.50
Unions	1.00
Orientation	0.50
HR Code of Conduct/Ethics	1.50
Sexual Harassment Awareness and Prevention	1.00
Medication-Assisted Treatment (MAT)	1.00
Staff Wellness	0.50
Naloxone	0.50
DEI	2.00
Stress Management	2.00
SERS	1.50
Empower	1.00
Leadership and Mentoring	0.50
Yield Theory	7.50
Mental Health First Aid (MHFA)	7.50
Trauma Informed Response	4.00
Use of Force	1.50
Report Writing	2.00
Reentry Simulation	2.00
Drug Awareness	1.50
Security Threat Group Awareness	1.50
Manipulation: The Con Game	1.50
Hostage Survival	2.50
Prison Rape Elimination Act (PREA)	2.50
Legal Aspects of Corrections	1.50
Ethics and Professionalism	1.00
Incident Command System	2.00

Infectious Disease	1.00
Reentrant Disciplinary Procedures	2.00
Suicide Prevention and Intervention	4.00
Assault Management Applications in Corrections (AMAC) Course 1	3.75
Assault Management Applications in Corrections (AMAC) Course 2	3.75
Security Restraints	3.00
Basic First Aid	3.50
Incident Response Responsibilities and Procedures	1.00
Fundamentals of Security	1.50
Oleoresin Capsicum	4.50
CPR/AED	2.50
Reentrant Supervision and Accountability	2.00
Contraband and Searches	4.50
De-escalation	4.00
Substance Abuse Testing/Urinalysis/GPS	3.50
Real Colors	3.50
Motivational Interviewing	1.50
INSTRUCTION	101.50
ADMINISTRATION	34.50
TOTAL	136.00

Contact Non-H1 (F and G Groups)		
Course Title <i>Listed in order of occurrence in the BT schedule</i>	Course Length	
	Medical (F)	Non-medical (G)
Leadership Team Intro	0.50	0.50
Unions	1.00	1.00
Orientation	0.50	0.50
HR Code of Conduct/Ethics	1.50	1.50
Sexual Harassment Awareness and Prevention	1.00	1.00
Medication-Assisted Treatment (MAT)	1.00	1.00
Staff Wellness	0.50	0.50
Naloxone	0.50	0.50
DEI	2.00	2.00
Stress Management	2.00	2.00
SERS	1.50	1.50
Empower	1.00	1.00
Leadership and Mentoring	0.50	0.50
Yield Theory	7.50	7.50
Mental Health First Aid (MHFA)	7.50	7.50
Trauma Informed Response	4.00	4.00
Use of Force	1.50	1.50
Report Writing	2.00	2.00
Reentry Simulation	2.00	2.00
Drug Awareness	1.50	1.50
Security Threat Group Awareness	1.50	1.50
Manipulation: The Con Game	1.50	1.50
Hostage Survival	2.50	2.50
Prison Rape Elimination Act (PREA)	2.50	2.50
Legal Aspects of Corrections	1.50	1.50
Ethics and Professionalism	1.00	1.00

Incident Command System	2.00	2.00
Infectious Disease	1.00	1.00
Inmate Disciplinary Procedures	2.00	2.00
Suicide Prevention and Intervention	4.00	4.00
Assault Management Applications in Corrections (AMAC) Course 1	3.75	3.75
Assault Management Applications in Corrections (AMAC) Course 2	3.75	3.75
Introductory Scenarios	3.00	3.00
Basic First Aid	3.50	3.50
Incident Response and Responsibilities	1.00	1.00
Fundamentals of Security	1.50	1.50
Oleoresin Capsicum	4.50	4.50
CPR/AED		2.50
Basic Life Support	3.50	
Inmate Supervision and Accountability	2.00	2.00
Contraband and Searches	4.50	4.50
INSTRUCTION	90.00	89.00
ADMINISTRATION	30.00	31.00
TOTAL	120.00	120.00

NON-CONTACT STAFF (H Group)	
Course Title <i>Listed in order of occurrence in the BT schedule</i>	Course Length
Leadership Team Intro	0.50
Unions	1.00
Orientation	0.50
HR Code of Conduct/Ethics	1.50
Sexual Harassment Awareness and Prevention	1.00
Medication-Assisted Treatment (MAT)	1.00
Staff Wellness	0.50
Naloxone	0.50
DEI	2.00
Stress Management	2.00
SERS	1.50
Empower	1.00
Leadership and Mentoring	0.50
Yield Theory	7.50
Mental Health First Aid (MHFA)	7.50
Trauma Informed Response	4.00
Use of Force	1.50
Report Writing	2.00
Reentry Simulation	2.00
Drug Awareness	1.50
Security Threat Group Awareness	1.50
Manipulation: The Con Game	1.50
Hostage Survival	2.50
Prison Rape Elimination Act (PREA)	2.50
Legal Aspects of Corrections	1.50
Ethics and Professionalism	1.00
Incident Command System	2.00

Infectious Disease	1.00
Inmate Disciplinary Procedures	2.00
Suicide Prevention and Intervention	4.00
INSTRUCTION	59.00
ADMINISTRATION	16.00
TOTAL	75.00

FIELD AND INSTITUTION AGENTS		
Course Title <i>Listed in order of occurrence in the BT schedule</i>	Course Length	
	Field Agents	Inst. Agents
Leadership Team Intro	0.50	0.50
Parole orientation	0.50	0.50
Union	1.00	1.00
PSECU	0.50	0.50
HR Training/Code of Conduct	1.50	1.50
Stress Management	2.00	2.00
Sexual Harassment Awareness and Prevention	1.00	1.00
Medication-Assisted Treatment (MAT)	1.00	1.00
Staff Wellness	0.50	0.50
Naloxone	0.50	0.50
DEI	2.00	2.00
Leadership and Mentoring	0.50	0.50
Yield Theory	7.50	7.50
Mental Health First Aid (MHFA)	7.50	7.50
Trauma Informed Response	4.00	4.00
Use of Force		1.50
Reentry Simulation	2.00	2.00
Security Threat Group Awareness	1.50	1.50
Prison Rape Elimination Act (PREA)	2.50	2.50
Ethics	1.00	1.00
Incident Command System	2.00	2.00
Infectious Disease	1.00	1.00
Suicide Prevention and Intervention	4.00	4.00
Overview of Evidence Based Practices	1.50	1.50
SAP Concur Training	1.50	1.50
Basic First Aid & CPR/AED	7.50	7.50

Automotive Presentation	1.50	1.50
Defensive Tactics	31.50	
Arrest and Control		
Impact Weapon Training		
Limits of Force		
Oleoresin Capsicum		
S.P.E.A.R System		
Staff Safety Skills		
AMAC 1		3.75
AMAC 2		3.75
Oleoresin Capsicum		4.50
Domestic Violence	3.00	3.00
Office of Victim Advocate	2.50	2.50
Overview of Probation and Parole Law	2.00	2.00
Use of Force Report Writing	3.00	3.00
De-escalation Training	4.50	4.50
GPS	1.50	1.50
Sentencing in PA	2.00	2.00
Substance Abuse Testing/Urinalysis	1.00	1.00
Paperwork Training	3.50	3.50
Interstate Compact	7.50	7.50
Mandated Reporter Training	3.00	3.00
Advanced Training (formerly EPICS)	21.00	21.00
Reentry Employment Specialist Training		
Intake Process		
CAPTOR and Note Entry		
Field Parole Scenario Training Scenarios		
IOS Training		
Strong-R and Case Planning		

Time Management		
Case Review Training		
Bureau of Investigations & Intelligence Presentation	2.00	2.00
Home Plan Investigations	2.00	2.00
Sex Offender Supervision	3.00	3.00
Search & Seizure	1.50	1.50
Evidence	1.00	1.00
Effective Case Management	1.50	1.50
JNET Presentation	1.50	1.50
Initial Firearms	73.00	
Institutional Parole Training		59.00
Contraband, Security, Inmate Discipline, Hostage Survival		4.00
Static-99		3.00
Motivational Interviewing	15.00	15.00
STRONG-R	11.00	11.00
Report Writing	2.00	2.00
Drug Awareness	1.50	1.50
Beyond Preponderance	5.50	5.50
257 Series Arrest Reports/Tech Parole Violations/Sanctions	5.50	5.50
Violation Sanctioning Grid	1.00	1.00
TASER	11.50	
Hearing Survival	7.50	7.50
INSTRUCTION	288.50	252.50
ADMINISTRATION	71.50	68.00
TOTAL	360.00	320.00