



2025 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
Welcome and Registration	0.25
Leadership Team Intro	1.00
Welcome Basic Training Overview	2.75
Sexual Harassment Awareness and Prevention	1.00
Medication-Assisted Treatment (MAT)	1.00
Staff Wellness COVER	0.50
Naloxone PPE	0.50
Report Writing	3.00
SERS	0.50
Empower	0.50
Infectious Disease	1.00
Stress Management	2.00
Mental Health Awareness	4.00
Ethics and Professionalism	1.00
Incident Command System	2.00
Uniform Fitting/ Team Building	1.50
Diversity, Equity, Inclusion, and Belonging	2.00
Reentry Simulation	2.00
Use of Force	2.00
Inmate Disciplinary Procedures	2.00
Trauma Informed Response	4.00
Unions	1.00
Manipulation: The Con Game	1.50
Uniform Presentation	0.50
Suicide Prevention and Intervention	4.00
Prison Rape Elimination Act (PREA)	2.50
Leadership and Mentoring	0.50
Drug Awareness	1.50

Security Threat Group Awareness	1.50
Legal Aspects of Corrections	1.50
Hostage Survival	2.50
DE-ESCALATE	7.50
Security Restraints	3.00
Individual and Riot Baton	3.00
Inmate Supervision and Accountability	1.50
Fundamentals of Security	1.50
Electronic Immobilization Device (EID)	2.00
Contraband and Searches	4.50
Incident Response Responsibilities and Procedures	1.00
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
Firearms	33.50
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	2.25
Basic First Aid	3.50
CPR/AED	2.50
Inmate Transportation	1.50
Dayroom Scenarios	11.00
INSTRUCTION	160.00
ADMINISTRATION	40.00
TOTAL	200.00

*Oleoresin Capsicum: 4.5 hours for those volunteering for exposure and 3.5 hours for those not volunteering

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
Welcome and Registration	0.25
Leadership Team Intro	1.00
Welcome Basic Training Overview	2.75
Sexual Harassment Awareness and Prevention	1.00
Medication-Assisted Treatment (MAT)	1.00
Staff Wellness COVER	0.50
Naloxone PPE	0.50
Report Writing	3.00
SERS	0.50
Empower	0.50
Infectious Disease	1.00
Stress Management	2.00
Mental Health Awareness	4.00
Ethics and Professionalism	1.00
Incident Command System	2.00
Uniform Fitting/ Team Building	1.50
Diversity, Equity, Inclusion, and Belonging	2.00
Reentry Simulation	2.00
Use of Force	2.00
Inmate Disciplinary Procedures	2.00
Trauma Informed Response	4.00
Unions	1.00
Manipulation: The Con Game	1.50
Uniform Presentation	0.50
Suicide Prevention and Intervention	4.00

Prison Rape Elimination Act (PREA)	2.50
Leadership and Mentoring	0.50
Drug Awareness	1.50
Security Threat Group Awareness	1.50
Legal Aspects of Corrections	1.50
Hostage Survival	2.50
DeEscalate	7.50
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
Inmate Supervision and Accountability	1.50
Fundamentals of Security	1.50
Contraband and Searches	4.50
Incident Response Responsibilities and Procedures	1.00
H-1 Scenarios	2.00
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	2.25
Basic First Aid	3.50
CPR/AED	2.50
INSTRUCTION	110.00
ADMINISTRATION	34.00
TOTAL	144.00

*Oleoresin Capsicum: 4.5 hours for those volunteering for exposure and 3.5 hours for those not volunteering

Community Corrections (E Group)	
Course Title	Course Length
<i>Listed in order of occurrence in the BT schedule</i>	
Welcome and Registration	0.25
Leadership Team Intro	1.00
Welcome Basic Training Overview	2.75
Sexual Harassment Awareness and Prevention	1.00
Medication-Assisted Treatment (MAT)	1.00
Staff Wellness COVER	0.50
Naloxone PPE	0.50
Report Writing	3.00
SERS	0.50
Empower	0.50
Infectious Disease	1.00
Stress Management	2.00
Mental Health Awareness	4.00
Ethics and Professionalism	1.00
Incident Command System	2.00
Uniform Fitting or Team Building	1.50
Diversity, Equity, Inclusion, and Belonging	2.00
Reentry Simulation	2.00
Use of Force	2.00
Reentrant Disciplinary Procedures	2.00
Trauma Informed Response	4.00
Unions	1.00

Manipulation: The Con Game	1.50
Uniform Presentation	0.50
Suicide Prevention and Intervention	4.00
Prison Rape Elimination Act (PREA)	2.50
Leadership and Mentoring	0.50
Drug Awareness	1.50
Security Threat Group Awareness	1.50
Legal Aspects of Corrections	1.50
Hostage Survival	2.50
DeEscalate	7.50
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
Contraband and Searches	4.50
Reentrant Supervision and Accountability	1.50
Real Colors	1.00
Motivational Interviewing	3.00
Substance Abuse Testing	1.00
INSTRUCTION	93.50
ADMINISTRATION	42.50
TOTAL	136.00

*Oleoresin Capsicum: 4.5 hours for those volunteering for exposure and 3.5 hours for those not volunteering

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)
Welcome and Registration	0.25	0.25
Leadership Team Intro	1.00	1.00
Welcome Basic Training Overview	2.75	2.75
Sexual Harassment Awareness and Prevention	1.00	1.00
Medication-Assisted Treatment (MAT)	1.00	1.00
Staff Wellness COVER	0.50	0.50
Naloxone PPE	0.50	0.50
Report Writing	3.00	3.00
SERS	0.50	0.50
Empower	0.50	0.50
Infectious Disease	1.00	1.00
Stress Management	2.00	2.00
Mental Health Awareness	4.00	4.00
Ethics and Professionalism	1.00	1.00
Incident Command System	2.00	2.00
Uniform Fitting or Team Building	1.50	1.50
Diversity, Equity, Inclusion, and Belonging	2.00	2.00
Reentry Simulation	2.00	2.00
Use of Force	2.00	2.00

Reentrant Disciplinary Procedures	2.00	2.00
Trauma Informed Response	4.00	4.00
Unions	1.00	1.00
Manipulation: The Con Game	1.50	1.50
Uniform Presentation	0.50	0.50
Suicide Prevention and Intervention	4.00	4.00
Prison Rape Elimination Act (PREA)	2.50	2.50
Leadership and Mentoring	0.50	0.50
Drug Awareness	1.50	1.50
Security Threat Group Awareness	1.50	1.50
Legal Aspects of Corrections	1.50	1.50
Hostage Survival	2.50	2.50
DeEscalate	7.50	7.50
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 Responsibilities and Procedures	1.00	1.00
Fundamentals of Security	1.50	1.50
Oleoresin Capsicum*	4.50	4.50
CPR/AED		2.50
Basic Life Support	5.00	
Contraband and Searches	4.50	4.50
Inmate Supervision and Accountability	1.50	1.50
INSTRUCTION	91.00	88.50
ADMINISTRATION	29.00	31.50
TOTAL	120.00	120.00

*Oleoresin Capsicum: 4.5 hours for those volunteering for exposure and 3.5 hours for those not volunteering

NON-CONTACT STAFF (H Group)	
Course Title <i>Listed in order of occurrence in the BT schedule</i>	Course Length
Welcome and Registration	0.25
Leadership Team Intro	1.00
Welcome Basic Training Overview	2.75
Sexual Harassment Awareness and Prevention	1.00
Medication-Assisted Treatment (MAT)	1.00
Staff Wellness COVER	0.50
Naloxone PPE	0.50
Report Writing	3.00
SERS	0.50
Empower	0.50
Infectious Disease	1.00
Stress Management	2.00
Mental Health Awareness	4.00
Ethics and Professionalism	1.00
Incident Command System	2.00
Uniform Fitting or Team Building	1.50
Diversity, Equity, Inclusion, and Belonging	2.00
Reentry Simulation	2.00
Use of Force	2.00

Reentrant Disciplinary Procedures	2.00
Trauma Informed Response	4.00
Unions	1.00
Manipulation: The Con Game	1.50
Uniform Presentation	0.50
Suicide Prevention and Intervention	4.00
Prison Rape Elimination Act (PREA)	2.50
Leadership and Mentoring	0.50
Drug Awareness	1.50
Security Threat Group Awareness	1.50
Legal Aspects of Corrections	1.50
Hostage Survival	2.50
DeEscalate	7.50
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
Welcome and Registration	0.25	0.25
Leadership Team Intro	1.00	1.00
Welcome Basic Training Overview	2.75	2.75
Sexual Harassment Awareness and Prevention	1.00	1.00

Medication-Assisted Treatment (MAT)	1.00	1.00
Staff Wellness COVER	0.50	0.50
Naloxone PPE	0.50	0.50
Security Threat Groups	1.50	1.50
HR Code of Conduct	1.50	1.50
SERS	0.50	0.50
Empower	0.50	0.50
Infectious Disease	1.00	1.00
Stress Management	2.00	2.00
Mental Health Awareness	4.00	4.00
Ethics and Professionalism	1.00	1.00
Incident Command System	2.00	2.00
Drug Awareness	1.50	1.50
Diversity, Equity, Inclusion, and Belonging	2.00	2.00
Reentry Simulation	2.00	2.00
Use of Force		2.00
Gear Fitting	2.00	
Trauma Informed Response	4.00	4.00
Unions	1.00	1.00
Overview of Evidence-Based Practices	1.50	1.50
Suicide Prevention and Intervention	4.00	4.00
Prison Rape Elimination Act (PREA)	2.50	2.50
Leadership and Mentoring	0.50	0.50
CPR/BFA/AED	7.50	7.50
DeEscalate		7.50
Fundamentals of Realistic De-escalation	7.50	
Mandated Reporter	3.00	3.00
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
Institutional Training Week 3		30.00
Laying the Foundation		
What the Board Wants		
Social History and Role Play		
Instruments		
Case Presentation		
Reentry Service Office		
F2F Interviews		
Interstate Compact	7.50	7.50
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
GPS	1.50	1.50
Substance Abuse Testing/Urinalysis	1.00	1.00
Paperwork Training	4.50	4.50
Sentencing in PA	2.00	2.00
Introduction to STRONG-R	5.50	5.50
Report Writing (Parole)	2.50	2.50
Effective Case Management	1.50	1.50
Office of Victim Advocate	2.50	2.50
Motivational Interviewing	15.00	15.00

Taser	10.50	
Use of Force Report Writing	4.50	
LSIR		11.00
Oleoresin Capsicum		4.00
Domestic Violence	3.00	3.00
Initial Firearms	73.00	
Institutional Training Week 6		30.00
Minimum Case Preparation		
Review Case Preparation		
Reentry Services Office Instruction (RPAs only)		
Supervision History Exercise		
Reprove Review Case Preparation		
Carey Guides (RPAs only)		
In the Board's Court		
Getting Ready for Release		
Play by Play Release		
Home Free and Sign-Out		
Counting the Beans		
Welcome Back		
Waiver Process Demonstration		
Helpful Resources		
Contraband, Security, Inmate Discipline, Hostage Survival		4.00
Static-99		3.00
Institutional Training Week 7 at Institution		37.50
Advanced Training - Strong R and Case Planning	4.00	4.00
Advanced Training - Time Management	1.50	1.50
Advanced Training - Vant4ge Case Plans and BCC Referrals	1.50	1.50
Advanced Training - Captor and Note Entry	3.00	3.00
Advanced Training - Intake Process	2.00	2.00

Advanced Training - Paperless Work Flow	1.00	1.00
Advanced Training - Reentry Employment Specialist Training	6.50	6.50
Bureau of Investigations & Intelligence Presentation	2.00	2.00
Paperwork Training	1.00	1.00
257 Series Arrest Reports/Tech Parole Violations/Sanctions	5.50	5.50
Violation Sanctioning Grid	1.00	1.00
Vehicle Management Automotive Presentation	1.50	1.50
SAP Concur Training	1.50	1.50
Hearing Survival	7.50	7.50
Overview of Probation and Parole Law	2.00	2.00
Beyond Preponderance	5.00	5.00
Parole Scenario Training	13.50	13.50
JNET Presentation	1.50	1.50
Safe Driver Training Video	.50	.50
INSTRUCTION	295.50	303.00
ADMINISTRATION	64.50	57.00
TOTAL	360.00	360.00