



NC DEPARTMENT OF PUBLIC SAFETY
 Division of Adult Correction & Juvenile Justice
Basic Probation/Parole Officer Training Course Syllabus

Total Hours: 245

I.	Administrative Matters	13	Hours
	PPO106 Orientation and Administration for P/P Officer		2
	Administrative Matters		11
II.	PPO Basic Firearms Training	52	Hours
	PPO100-IA Law and Policy Considerations		8
	PPO100-IB Handgun Safety		2
	PPO100-II Familiarization and Qualification		13
	PPO100-III Situational Decision Making		19
	PPO100-IV Introduction to Low/Limited Light		7
	PPO100-V Handgun Care and Maintenance		3
III.	Defensive Protection	50	Hours
	PPO133-I Controls, Restraints, Defensive Techniques		18
	PPO133-II CRDT (Advanced)		22
	PPO133-III Weapons Retention/Disarming Techniques		4
	PPO109 Situational Awareness		6
IV.	Courtroom Processes	6	Hours
	PPO132 Role of the Probation/Parole Witness		6
V.	Case Processing and Management	34	Hours
	PPO107 Targeting Offender Needs		2
	PPO111 Case Management		6
	PPO118 Post Release, Parole Violations and Revocations		4
	PPO116 Parole Law and Processing New Parole Cases		4
	PPO127-I Processing Probation Cases		4
	PPO129 Closing Cases		2
	PPO136 Offender Supervision		6
	PPO119 Report Writing		6
VI.	Arrest Procedures	24	Hours
	PPO104-I Probation Law: Violations, Sanctions, Hearings		6
	PPO104-II Probation Law: Arrest, Search, Seizure		10
	PPO128 Arrest Procedures		8



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VII. Basic Life Support	8	Hours
PPO135-I CPR		4
PPO135-II First Aid		4
VIII. Employee Wellness	7	Hours
PPO137 Employee Fitness and Wellness		7
IX. Professional Ethics	8	Hours
PPO113 Unlawful Workplace Harassment		2
PPO138 Career Survival: Integrity and Ethics		2
PPO139 Staff/Offender Relationships		4
X. Personal and Professional Conduct	12	Hours
PPO105-I Public Speaking		2
PPO105-II Interpersonal Communications		4
PPO122 De-Escalating Aggressive Behavior		2
PPO124-V Team Building		4
XI. Contemporary Correctional Theory	22	Hours
PPO112 Drug Identification		4
PPO120 Understanding Offender Behavior		4
PPO124-I Understanding Anti-Social Thinking		2
PPO124-III Motivational Interviewing		2
PPO125 Crisis Intervention/Domestic Disputes		4
PPO130 Supervising Substance Abuse Cases		2
PPO140 Gang Awareness		4
XII. Administrative Matters, Review & Testing	15	Hours
Practical Skills Testing		8
Initial Review		2
Final Review		2
Examination		3

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